

**2012 Round 2 Metropolitan Council Livable Communities Demonstration
Account TOD Grants and Tax Base Revitalization Account TOD grants
CALL FOR APPLICATIONS**

The City of Minneapolis Department of Community Planning and Economic Development (CPED) is soliciting applications for the 2012 Round 2 Metropolitan Council Livable Communities Demonstration Account (LCDA) TOD program and Tax Base Revitalization Account (TBRA) TOD program. CPED will evaluate proposals through an established selection process and make recommendations to the Minneapolis City Council on up to three (3) applications to submit to the Metropolitan Council (only three applications may be submitted per city). Final funding decisions are expected from the Metropolitan Council in January 2013. *****Please note that the City is only soliciting applications for the LCDA Development Grant program, and not the Pre-Development Grant program.**

City administrative procedures:

An application fee of \$750 is due with each pre-application submitted to the City, made payable to the City of Minneapolis. The application fee is non-refundable. If the Metropolitan Council awards LCDA TOD or TBRA TOD funds to a project, the City will also collect a 3% grant award administration fee, which will be collected at the time of execution of the subrecipient agreement between the City and the developer. Funds are not available until the project is fully-funded and ready to begin construction. No City or Metropolitan Council funds may be used to pay either fee.

Application Materials:

The following items are required for a complete City pre-application submittal:

1. [Metropolitan Council LCDA and/or TBRA Grant Application\(s\)](#) (Word format). Please use the 2012 LCDA Development Grant Application and the 2012 TBRA Cleanup Grant Application, and please follow the instructions in the 2012 LCDA Development Grant Application Guide (link on the same page).
2. [Metropolitan Council LCDA and/or TBRA Sources & Uses](#) (Excel format).
3. An aerial map and land use map, described on page 18 of the 2012 LCDA Development Grant Application Guide.
4. Up to five one-page images or graphics of your choice.
5. A financial analysis, if one has been completed.
6. \$750 application fee, made payable to the City of Minneapolis.
7. A one page project schedule.
8. City staff may request additional information, once your application is under review.

Informational Materials:

1. [2012 LCDA Development Grant Application Guide.](#)
2. [City of Minneapolis 2012 LCDA Ranking Tool.](#)

All applications within the City of Minneapolis, including those mailed to the address below, **must be received no later than 4:00pm on Wednesday June 27, 2012.** Applications received after that time will not be accepted.

Send one paper copy and one electronic copy of the pre-application and attachments to:

Minneapolis Community Planning and Economic Development Department
ATTN: Purchasing (Metropolitan Council LCDA and TBRA TOD RFP)
Crown Roller Mill
105 Fifth Avenue South, Suite 200
Minneapolis, MN 55401-2534

The electronic copy may be submitted via email to David Frank at david.frank@minneapolismn.gov

Important note: All applicants must review the Metropolitan Council's LCDA and TBRA Funding Guidelines and Eligible Uses of Funds before completing the application. Applicants are encouraged to monitor the Metropolitan Council's and the City's website, as updated materials become available.

The City reserves the right to make changes to applications up to the time they are submitted by the City to the Metropolitan Council. The City also reserves the right to accept or reject all funding requests and rescind the request for proposals.

Anticipated Schedule for City of Minneapolis 2012 Round 2 Metropolitan Council LCDA TOD and TBRA TOD Process:

June 27	City Pre-Application due at CPED (above address) by 4:00pm
July 24	City Council Community Development Committee reviews Pre-Applications
August 3	City Council approves Pre-Applications
TBD	Pre- and Final Application deadlines for the Metropolitan Council

Applicants will be notified of the City Council's decision on which applications will be forwarded to the Metropolitan Council after Friday, August 3, 2012, including instructions on preparing the final application for selected applicants.

Contact David Frank at (612) 673-5238 or david.frank@minneapolismn.gov with any questions regarding the City of Minneapolis process for this program.

EQUAL HOUSING AND EMPLOYMENT OPPORTUNITY