



Application Fund

Guidelines and Application

July 2011

For More Information Contact:

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PURPOSE

The purpose of the Application Fund is to provide funding to defray the costs of grant writing, engineering cost estimates and related proposal development expenses. Application Funds may be used to pay up to one half of the cost of preparing a grant application for financial support from state (other than IRRRB), federal or private grant programs.

I. APPLICANT ELIGIBILITY

Eligible applicants are units of government, nonprofit organizations, and educational institutions located in the region statutorily defined as the Taconite Assistance Area (TAA) M.S. §273.1341.

II. PROJECT ELIGIBILITY

Funds may be used to defray the costs of professional services required to develop grant applications and supporting documentation. Internal administrative costs and the preparation of pre-applications are ineligible. Eligible grantors include but are not limited to:

- U.S. Department of Energy
- MN Office of Energy Security
- St. Louis County CDBG Housing organizations such as MN Housing Finance Agency, Greater MN Housing Fund, MN Housing Partnership
- MN Department of Employment and Economic Development (DEED)
- Economic Development Administration (EDA)
- Foundations such as Bush, McKnight, Mardag, US Bank, United Way
- Housing and Urban Development
- Legislative-Citizen Commission on Minnesota Resources (LCCMR)
- Minnesota Department of Transportation (MNDOT)
- Minnesota Department of Commerce
- State of Minnesota Capital Investment Plan (Bonding Bill)
- United States Department of Agriculture (USDA)

III. FUNDING

Applicants must submit the one page application on page 2 and receive a letter of eligibility from the IRRRB before expenditures can be reimbursed under this program.

IRRRB provides a 1:1 match of up to \$3,500 per application or 5% of the total amount requested from the federal, state or local source. All applicants must certify that they will contribute cash or in-kind equal to, or greater than, funds being requested. IRRRB accepts Application Fund requests on an on-going basis throughout the year. Any in-kind match must be pre-approved by the IRRRB. Application Fund payments are made by reimbursement, after submission of the grantee's invoices for services as well as a copy of the grant proposal prepared using Application Funds. Certain information in the application may become public data in accordance with Minnesota Government Data Practices Act, Minnesota Statute Chapter 13. **Business plans and associated documentation are not public data and will remain confidential.**

IRRRB Application Fund Request

Date Submitted _____
Applicant Organization _____
Address _____
City _____ State _____ Zip Code _____

Contact Person _____
Title _____
Work Phone _____
Cell Phone _____
Email Address _____

Application Funds Requested from IRRRB \$ _____
(Maximum \$3,500 per funding source or 5% of total grant requested from federal, state or local sources)

Project Description: *Please provide a description of the project you are seeking funding from the federal, state or local source.*

Total Project cost \$ _____

Names of grantors the applicant is applying to for this project:

Source 1 _____ Contact Person _____
Phone _____ Address _____

Source 2 _____ Contact Person _____
Phone _____ Address _____

Names of grant writer(s) or engineering companies doing the application

Source 1 _____ Contact Person _____
Phone _____ Address _____

Grant writer(s) or engineers please provide information on your qualifications and successes in the past relating to this type of application.
