**City Pre-Application**

**LCDA and LCDA-TOD Development Grants**

**NO PAYMENT IS DUE. APPLICATION FEE of $750 APPLIED IF APPROVED TO MOVE FORWARD TO FULL APPLICATION TO THE METROPOLITAN COUNCIL.**

**City pre-application packets must be submitted via email to** **DevelopmentGrants@stpaul.gov** **and include all requirements to be accepted.**

|  |
| --- |
| **General Information** |
| Applicant/Developer Name: |  |
| Applicant Address: |  |
| Primary Contact Name: |  |
| Primary Contact Address: |  |
| Primary Contact Telephone Number: |  |
| Primary Contact Email Address: |  |
| Team Members (names, titles, group affiliations, and roles) |  |
| **Property Information** |
| Project Address(es): |  |
| Number of Parcels: |  |
| Property Identification Numbers: |  |
| Area of project (in acres): |  |
| Are any of the properties City-owned? (including owned by the Saint Paul Housing and Redevelopment Authority) | Yes [ ]  No [ ]  |
| Are any of the properties in a federal, state, or locally designated historic district or individually listed historic property? | Yes [ ]  No [ ]  |
| If not, has this property been evaluated and determined a potential historic resource? | Yes [ ]  No [ ]  |
|  |  |
| **Current Use:** |
| Current Use of Property: |  |
| Number of Structures:  |  |
| Number of Housing Units: |  |
| Number of FTE Jobs: |  |
| Floor Area (sf) of Commercial /Industrial Space:  | Commercial:Industrial: |
| Anti-displacement: is there a need for planning or intervention to prevent displacement of residents or businesses occupying the property? | Yes ☐ No ☐If Yes, briefly detail proposed strategy: |

|  |
| --- |
| **Project Information:** |
| Project Name: |  |
| Project Description: (50 words or less): |
| Is the land within an eligible Transit Oriented Development (TOD) grant area?To determine if your project site is in a TOD Eligible Area, use the [Make a Map Tool](https://giswebsite.metc.state.mn.us/publicmaps/lca/) and navigate to the “Layers” Tab and select “TOD Grant Areas”. | Yes ☐ No ☐ |
| If Yes – project is within a TOD grant area, are you willing and/or able to design your project to achieve a target density, mixture of uses, and consider multimodal transportation systems efficiencies [hint see TOD program evaluation explanations posted as a PDF online at [TOD Development Program](https://metrocouncil.org/Communities/Services/Livable-Communities-Grants/LCA-Programs/Transit-Oriented-Development.aspx)]: | Answer with statement of intent and any questions: |
| Have you been working with City Staff in the Department of Planning and Economic Development? | Yes ☐ No ☐ |
| If Yes – provide the names of City Staff and any assigned PED Project Manager: |  |
| Number of New Housing Units Total: |  |
| Affordability Mix (# of units at \_\_ % AMI) |  |
| Number of Preserved Affordable Housing Units at 60% AMI or lower: |  |
| Floor area of new Commercial/Industrial Development: | Commercial:Industrial: |
| Number of FTE Jobs to be Created/Retained: | FTE Jobs Created: FTE Jobs Retained: |
| If this project’s eligibility is based on the creation or preservation of jobs, provide the number of anticipated “living wage” jobs to be created or retained. Living wage jobs (185% of federal poverty wage) paying $55,500 annually created/ preserved | Living Wage Jobs Created: Living Wage Jobs Retained: |
| Will buildings be demolished or altered as part of this project? | Yes [ ]  No [ ]  |
| Is this project within an [ACP 50 area](https://stpaul.maps.arcgis.com/apps/webappviewer/index.html?id=6c989e5a89a2441787fcca0130b87001)? | Yes [ ]  No [ ]  |
| Is this project within an [Opportunity Zone](https://mn.gov/deed/business/financing-business/tax-credits/opp-zones/census-opp-zone-tracts.jsp)? | Yes [ ]  No [ ]  |
| **Equitable Development:** |
| Have you utilized an Equitable Development Score Card? (visit: [Equitable Development Scorecard](http://thealliancetc.org/our-work/equitable-development-scorecard/) for more information) | Yes ☐ No ☐ |
| If Yes:  | Submit completed scorecard as an attachment |
| What are the project’s intended *equitable development outcomes*– how will the project achieve the minimum equity points required to be eligible for funding?[hint: see the Met Council’s 2023 program evaluation explanations posted as a PDF at the bottom of: [LCDA Development Program](https://metrocouncil.org/Communities/Services/Livable-Communities-Grants/LCA-Programs/Livable-Communities-Demonstration-Account-%28LCDA%29.aspx)] |  |
| How is this project in alignment with the City of Saint Paul Comprehensive Plan [hint: core values, adopted policies, future land use plan, etc. – see: [Saint Paul For All 2040 Comprehensive Plan](https://www.stpaul.gov/sites/default/files/2022-09/CSP_2040_CompPlan_FinalAdopted_Updated_091322.pdf)] |  |
| **Project Readiness:** |
| Level of Site Control: | Check box that applies:☐ Ownership☐ Purchase agreement☐ Purchase option☐ Tentative Developer Status (City-owned property)☐ No formal control |
| City approvals needed, if any beyond building permits? (e.g. rezoning, variances, conditional use permits, site plan, etc.) | Yes [ ]  No [ ]  |
| Are funds committed to this project? | Yes ☐ No ☐ |
| What is the financial gap for this project? | Amount: |
| Expected groundbreaking date: | Click here to enter a date. |
| Expected completion date: | Click here to enter a date. | If yes, what? |
| Will LCDA funds be used within 36 months of being granted? | Yes [ ] No [ ]  | If yes, by whom? |
| Zoning codes and other official controls are in place? | Yes [ ] No [ ]  |
| Have previously LCDA Predevelopment funds been expended? | Yes [ ] No [ ] NA [ ]  |
| If No, explain the status of deliverables and timeline for completion. |  |
| Has the project team engaged the community in any way to define needs, opportunities or constraints?  | Yes [ ] No [ ]  |
| If Yes, describe the methods and outcomes. If No, describe intentions of developing and implementing a community engagement strategy. | Community Engagement methods and outcomes: |
| **Grant Information:** |
| Program applying to:  | Met Council LCDA Development [ ] Met Council TOD Development [ ]  |
| Amount of grant request:  | $ |
| Proposed LCDA Project Budget: | Submit Excel budget tool – required (posted on state and regional grants webpage) |
| Detail the overall financing strategy: (tax credits, grants, bonds, loans, other investments, donations, etc.) |  |
| If proposing to use grant funds for acquisition, detail the anticipated or target schedule for closing |  |
| Who will be primarily responsible for developing the grant application and what is their level of experience in preparing Livable Communities grant applications? (50 words or less) |  |
| **Project Alignment with Livable Communities Program and Thrive MSP 2040** |
|  Explain how this project meets LCDA Program Goals: (Up to 100 words.) |  |
| Explain how this project is in alignment with Thrive MSP 2040 (Up to 100 words.) |  |
| **Acknowledgements** |
| The applicant understands that submission of this pre-application does not guarantee that the City will submit an application on the applicant’s behalf. | Initial: |
| The applicant understands that if selected to partner with the City they are responsible for preparing the application and working with City staff to develop a competitive application. | Initial: |
| The applicant understands that, if selected, they are required to pay the application fee with the draft application. | Initial: |
| The applicant understands that if the application is not prepared to minimum standards, the applicant misses deadlines, or the project is deemed not ready for grant funds the City will not submit the application to the funding agency. | Initial: |
| The applicant understands that approval to move forward with a grant application does not eliminate the need to meet all applicable city requirements and does not guarantee future approvals. | Initial: |
| The applicant understands that if the city passes through grant funds to them, they are subject to the City’s compliance requirements. | Initial: |
| The applicant understands that they will need to pay a closing fee of 1% on the awarded grant amount. | Initial: |