

City, Township, and County Application

for

Election Assistance for Individuals with Disabilities (EAID) Grant Program

**DEADLINE: ALL SUBMISSIONS MUST BE RECEIVED BY
4:00 P.M., September 12, 2007**

In accordance with the requirements of
Title II, Subtitle D, Section 261 of Help America Vote Act (42 USC 15461)

Minnesota Secretary of State, Mark Ritchie

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A. General Instructions

The State of Minnesota Office of the Secretary of State (OSS) is currently soliciting grant proposals from cities, townships, and counties for accessibility improvements to polling places in Minnesota. The accessibility improvement and the payment amount must be specifically agreed upon in a grant contract entered into by the political subdivision and the OSS prior to commencement of work.

The Department of Health and Human Services, Administration on Developmental Disabilities (ADD), Administration for Children and Families (ACF), Election Assistance for Individuals with Disabilities (EAID) has allocated to the OSS a cumulative allotment of up to \$263,000 to be given in grants to local governments. These funds are available to pay for actual, physical polling place accessibility improvements for individuals with disabilities and for polling place enhancements to allow individuals with disabilities to vote privately and independently. Of the \$263,000, the amount of \$242,000 has been designated for physical, accessibility improvements to the polling place, such as automatic door openers, disability parking spaces, etc., and \$21,000 for polling place enhancements, such as accessible voting booths, magnifiers, etc., to permit privacy and independence for the voter. Typical grant amounts have ranged from, approximately, \$100 up to \$12,000 in previous years.

Political subdivisions will be responsible for selecting a contractor or staff to produce the awarded accessibility improvement and to pay the contractor, including any cost overruns. The political subdivision will report the expenditures for the specific accessibility improvement to OSS in order to receive reimbursements up to the amount awarded. Political subdivisions will also be required to fully cooperate in any and all federal audits of the grant funds.

In order to apply for these EAID funds, political subdivisions must answer all questions fully and completely on this application and list each proposed improvement and cost on the EAID Grant Program Improvement Worksheet (Attachment A). An unanswered question could result in the disqualification of the application. If there is a question(s) that is not applicable, please indicate.

See last page of this document for contact information.

B. Administrative Questions

No	Questions	Response
1.	Application date:	September 12, 2007
2.	Name of political subdivision:	City of Minneapolis
3.	Name of the County(s) in which the political subdivision is located:	Hennepin County
4.	Name of individual completing this application:	Cynthia Reichert
5.	Title of individual completing this application and their telephone number:	Director of Elections 612 673 2073
6.	In the spaces below, list names and contact information for the individuals and offices of your political subdivision responsible for:	
	Administering & implementing the grant:	Authorizing the purchase of accessibility improvements:
Name:	Cynthia Reichert	Same
Title:	Director of Elections	Same
Address:	350 S 5 th St Room 1B Minneapolis MN 55415	Same
Phone:	612 673 2073	Same
E-Mail:	Cindy.reichert@ci.minneapolis.mn.us	Same
Fax:	612 673 2756	Same

C. Application Questions

Complete this page and the EAID Grant Program Improvement Worksheet (Attachment A), one worksheet for each polling place, explaining the proposed improvements to be made to the polling place.

Federal law requires that all grantees receiving Federal funds, including State and local governments shall clearly state the dollar amount of the total costs of the project or program and the percentage of the total cost that will be financed by nongovernmental sources.

No	Question	Response
7.	Total cost of improvement project.	\$ 14,300
8.	Total amount of funds requested: (Total all EAID Grant Program Application Worksheets):	\$ 14,300
9.	If any, total amount of additional non-grant funds to be used for the project grant: (Local funds are not required.)	\$ 0
10.	If any, name the source(s) of non-grant funds:	
11.	Has your political subdivision previously applied for this grant? If yes, date of previous application?	No
12.	Attach a proposed timeline for purchasing and implementing this accessibility improvement. Upon receipt of grant funds, work will be scheduled. Proposed completion no later than June 1, 2008	
13.	Attach a proposed plan or timeline for training of election judges and administrators to use the new accessibility improvement (if appropriate).	
14.	Attach a resolution of support from the governing body, and if applicable, list any amount appropriated by the governing board of the political subdivision submitting this application. To be approved at the City Council meeting of September 21, 2007	
15.	If applicable, attach commitment letter or resolution from other sources.	

D. Certification

I certify that Election Assistance to Individuals with Disabilities (EAID) Grant funds will be used only for the polling places listed on the attached worksheet(s) and only to purchase:

- Physical accessibility improvements to polling places in Minnesota and, or,
- Improvements to assist individuals with disabilities to vote privately and independently.

Name of Jurisdiction: **City of Minneapolis**

Printed Name of Applicant: **Cynthia Reichert**

Title of Applicant: **Director of Elections**

Signature: _____ **Date:** _____

All questions must be completely answered. An unanswered question could result in the disqualification of the application.

All information must be submitted in writing as part of this application. If a question is not applicable, please indicate. The EAID Grant Program Improvement Worksheet (Attachment A) must be included with this application.

Forward completed applications via email to elections.dept@state.mn.us,
Attention: Todd Pierce.

If necessary, fax or mail completed application and all accompanying worksheets and documents to:

MN Secretary of State
Attention: Todd Pierce
180 State Office Building
100 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155-1299
Fax: 651-296-9073

All submissions must be received by 4:00 p.m. on Wednesday, September 12, 2007.

All work must be completed no later than August 1, 2008.