

2020 Automotive Application

Please review, fill out, and submit all pages of this application for consideration. The City of Minneapolis reserves the right to revoke the grant money if the customer or contractor violates program rules and procedures. The City of Minneapolis is not liable for grants promised to customers because of a contractor misrepresenting this grant program.

Overview:

The City of Minneapolis wants to help your Minneapolis vehicle repair, service, or maintenance business fund innovative green business practices that focus on air and water quality improvements in Minneapolis.

Through its Green Cost Sharing Program, the City is offering a **45% match up to \$25,000**, to help fund vehicle repair, service, and maintenance businesses move to painting, cleaning alternatives, and repair processes that reduce pollutant emissions, hazardous waste, or energy usage.

After each deadline, applications are reviewed and ranked by a third-party panel of experts in the energy, water quality, and pollution control fields. Highest priority will be given to projects with properties in a Minneapolis designated [Green Zone](#).

Eligible applicants:

1. Any vehicle repair, service or maintenance business in the City of Minneapolis.
2. The cost share applicant must be able to demonstrate the project has measurable pollution reduction.
3. Owners must be able to provide 55% matching funds for project.
Example: \$150,000 Project = \$67,500 45% Green Business Cost Share + \$82,500 55% matching funding from business.

Deadlines: December 1st (2019), February 1, April 1, and June 1 (2020)
(Deadlines are funding dependent and open until funding is exhausted)

For reasonable accommodations or alternative formats, please contact the Minneapolis Health Department at (612) 673-2301 or health@minneapolismn.gov. People who are deaf or hard of hearing can use a relay service to call 311 at (612) 673-3000. TTY users call (612) 673-2626.
Para asistencia (612) 673-2700 - Rau kev pab (612) 673-2800 - Hadii aad Caawimaad u baahantahay (612) 673-3500.

Automotive Cost Share Program Rules:

Prior to Applying:

- Meet with the Minnesota Technical Assistance Program (MNTAP) to review your project. MNTap will assist on the technical aspects of the cost share like quantifying emissions, industry specific processes, and energy efficiency for business and industry. Visit <http://www.mntap.umn.edu/> or call (612) 624-1300.
- Or other 3rd party technical analysis partner listed here:

How to Apply:

- Fill out the Green Cost Share Application.
- Attach to Application:
 - Supporting documentation of pollution reduction(s).
 - A contractor bid or a materials list for the work being done.
- Email Cost Share Application and all attachments to GreenCostShare@minneapolismn.gov.

When Awarded a Cost Share:

- Sign up as a [supplier](#) with the City of Minneapolis.
- Take a before pictures of the improvements and send them to GreenCostShare@minneapolismn.gov.
- Sign a Cost Share contract at most 3 Months after receiving a program acceptance email. City will consider applicants that do not meet this requirement to have forfeited their Green Cost Share award, and the money will be reallocated to a different project.

After Project(s) are Completed:

- An approved alternative product or technology must be installed, and in use at the place of business by December 8th, 2020.
- Email the Items listed below to the city contract manager by December 21st, 2020. If more than one contractor is used, there must be complete sets of these documents for each contractor.
 - Before and after photographs highlighting the project(s).
 - Proof of final inspection by the City of Minneapolis for any work requiring a City permit.
 - Final paid invoice from the contractor or vendor showing the total project cost.
 - A lien waiver (A statement issued by the contractor/vendor, that advises the client that they, the contractor/vendor, have been paid in full for the total project cost; are satisfied with the compensation for the work they performed, or the products provided; and waive their right to place any liens on the property for work completed/products provided)
- Email just the city invoice template to submitinvoices@minneapolismn.gov

Other Rules and Procedures:

- Funds are allocated based on what's approved in the Green Cost Share application. If the final invoice is higher than the bid, additional Cost Share funds must be approved by the program administrator.
- Applicant is responsible for arranging all the upfront project financing.
- Cost Share funds can only be used to compensate for materials and labor specified on the cost share bid. (Ineligible costs include labor costs of employees)
- Any contractor(s) who performs work at the property must meet City of Minneapolis licensing, building permit, and building code requirements.
- All work must meet City of Minneapolis, state, regional, and national zoning, building, and fire codes.
- The applicant is responsible for ensuring that product purchases, equipment purchase and installation, or other work proposed have been completed satisfactorily before paying the contractor(s).

Application Procedure:



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Minneapolis Health Department
 250 South 4th Street, Room 510
 Minneapolis, MN 55415
 TEL 612.673.2301
www.minneapolismn.gov/health

Automotive Cost Share Application
Complete all sections on this application.

Applicant Information*:

Applicant Name: _____

Applicant Business: _____

Business Address: _____

Phone: _____ Email: _____

Project Summary*: (20 Points) **How will your painting or cleaning process change if you are awarded a grant?**
Provide detailed information of your current shop equipment/supplies you propose to change (age, efficiency, etc.), Safety Data Sheets of the product or combination of products (VOC or HAP content, waste volumes, cost burden, etc.), and attach other relevant documentation if necessary.

Project Address*:

Annual Pollution Reductions*:

Volatile Organic Compounds (VOC): _____ lbs.
 Solvent: _____ gal.
 Hazardous Air Pollutants (HAP): _____ lbs.

Funding Information*:

Requested Grant Funds: \$ _____ Not to Exceed \$25,000

Est. Applicant Match: \$ _____ Must be at least 55% project cost

Est. Total Project Cost: \$ _____ Attach Any Estimates of Projects

Email Applications to GreenCostShare@minneapolismn.gov

Application Questions* (80 points)

The answers to these questions will be used to prioritize funding distribution, and to describe the project in subsequent promotional material.

1. Required*: Review your project with MNTAP or another 3rd party technical analysis partner. (5 Points)

Representative Name: _____ **Meeting Date:**

Representative Email or Phone Number: _____

Representative Signature: _____

2. Is your property in a Green Zone? Yes No (25 Points)

3. What is the combined expected payback for the projects in this application? _____ years (5 Points)

4. Do you have a Minneapolis based workforce component of this project? Or is the developer willing to host a STEM Pathways intern for this or a future project? (5 points): Yes No

5. A goal of the Green Cost Share is to encourage Green practices citywide. How will you share the success of your project? (Signage, presentations to company, industry, or school groups, etc.) (10 Points)

6. Do you have any letters of support? List here and attach them to your application. (10 Points)

7. What are direct and indirect advantages to your business, employees, customers, community of receiving this project? (10 Points)

8. What motivated you to start this project? (i.e. Comfort, Aesthetic Feel, Productivity, Savings, etc.). (10 points)

Partial list of example eligible technologies and products for grant funding

(If you would prefer a different product from those listed here, list it in the application.)

- **Aqueous-based paint systems:**

Basecoat and topcoat systems with lower volatile organic compound (VOC) and/or hazardous air pollutant (HAP) concentrations than what you are currently using.

- **High velocity low pressure (HVLP) spray gun(s)**

Spray guns that satisfy the Federal National Emission Standard for Hazardous Air Pollutants (NESHAP) Subpart HHHHHH.

See http://www.epa.gov/ttn/atw/area/paint_stripb.pdf for details.

- **Spray gun cleaning equipment**

Enclosed cleaning equipment meant to minimize gun cleaner evaporation. The equipment filters and recirculates cleaner for reuse.

- **Alternative spray gun cleaning chemicals**

Spray gun cleaners that reduce or eliminate VOC emissions when used.

- **Petroleum solvent recycling equipment**

Equipment that will distill petroleum solvents so they can be reused in your shop, reducing solvent purchases, VOC emissions, and waste disposal.

- **Aqueous parts washer equipment (manual or cabinet-style automatic)**

An aqueous equipment replacement for your current petroleum solvent-based parts washer.

- **Alternative parts washer cleaning chemistries**

Cleaners with lower volatile organic compound (VOC) concentrations or less hazardous compounds than what you are currently using.

Cleaners that have major ingredients that are identified by the Design for the Environment (DfE) program at EPA. See <http://www.epa.gov/dfe/index.htm> for details.

Cleaners that are Green Seal certified

See <http://www.greenseal.org/> for details.