

**UPPER ARKANSAS AREA COUNCIL OF GOVERNMENTS
2024 ENERGY AND MINERAL IMPACT ASSISTANCE PROGRAM
MINI-GRANT APPLICATION**

Funded by the Upper Arkansas Area Council of Governments in
cooperation with the Colorado Department of Local Affairs
Energy and Mineral Impact Assistance Program

UAACOG is soliciting proposals for economic/community development projects from its membership. A total of \$100,000 is available from the Department of Local Affairs (DOLA) to fund 2024 economic/community development projects for counties and municipalities within the UAACOG region (Region 13).

This Grant Application Package contains the following:

- ◆ 2023 Energy and Mineral Impact Assistance Program Mini-Grant Guidelines—
Must Read, Changes Have Been Made
- ◆ 2024 Energy and Mineral Impact Assistance Program Mini-Grant Application Form

Please send applications to the email address below. Grant funds will be awarded by the UAACOG Board of Directors. All decisions are final. Funding will be provided for projects that are approved by the DOLA Regional Manager and the UAACOG and which provide proof of invoicing and payment for all project costs being **completed by October 31, 2025**. Therefore, this is a **reimbursement** grant program. **NO WORK on the project may begin prior to full UAACOG board approval AND fully executed agreement between DOLA, the UAACOG and Applicant.**

Please submit completed applications to:

Upper Arkansas Area Council of Governments
Attn: Heather Evans
3224-A Independence Road
Canon City, CO 81212
heather.evans@uaacog.com

If you have any questions regarding UAACOG's Grant Program, please contact Heather Evans at: 719-275-8350, ext. 106.

2024 ENERGY AND MINERAL IMPACT ASSISTANCE PROGRAM

MINI-GRANT GUIDELINES

Eligibility:

- A. Grants are only awarded to municipalities or counties that are located within the UAACOG region (Region 13).
 - B. Multiple applications per member jurisdiction will be considered for funding this year provided projects are benefitting multiple economic or community development outcomes. For example, a municipality or county may apply for a small capital improvement project with a budget up to \$10,000 (award amount \$5,000) **AND** a mini grant to assist a planning process, also with a budget of no more than \$10,000 and award of \$5,000. Hence, more than one project per entity may be applied for in 2024.
- ***After the grants have been awarded, any change in scope to a funded project must be submitted in writing to the UAACOG Board for approval and a new agreement will be signed.***
 - All grants require a 1 to 1 cash match (50% match)
 - Maximum grant reimbursement per request is \$5,000
 - Maximum project total is \$20,000
 - ***The grant amount will not exceed 50% of the project total and is capped at \$5,000.***
For example: if the project total is \$8,000, the award amount would be \$4,000; if the project total is \$15,000, the award amount would be \$5,000; if the project total is \$20,000, the award amount would be \$5,000.
 - Grant funding will be paid on a **reimbursement** basis only.
 - The UAACOG board reserves the right to adapt these guidelines to serve the needs of communities and to make adjustments to the amount of available funding.
 - Applications will be reviewed on a first-come, first-served basis. In the event that there are still funds available after June 30, 2024, applications will **FIRST** be sent out for vote for communities who have not yet applied for or received funds for the current year. Jurisdictions who have already received funds for current year and are applying for remaining funds will be wait-listed to accommodate first-time users.
 - When applicable, acknowledgement of the Upper Arkansas Area Council of Governments is appreciated on marketing materials, name plates, etc.

Use of Grant Funds:

- A. Eligible projects may begin once the UAACOG and DOLA have fully executed their contract for 2024 **AND** the UAACOG grants project approval with the same being fully executed in the form of a contract with the project. All work must be **completed, invoiced, and paid for no later than October 31, 2025.**
- B. Funding will be awarded to projects that demonstrate contributions to **Economic/Community Development** needs of the community including but not necessarily limited to:
 - i. Projects including façade improvements, energy efficiency assessments and improvements, Main Street/Community assessments, and community mapping,
 - ii. Small scale capital improvements projects,
 - iii. Planning studies/analysis for municipality/county use,

iv. Training or meeting facilitation

Additional DOLA information may be found at DOLA's website.

<https://cdola.colorado.gov/funding-programs/energy/mineral-impact-assistance-fund-grant-eiaf>

- C. Grant funds may not be used to supplant regularly budgeted staff or project funds, to purchase rolling stock, office equipment, or normal operating expenses, etc.
- D. Documentation of cash expenditures must follow the Department of Local Affairs process including:
 - i. Submit a copy of all invoices and expenses paid for contract services.
 - ii. Submit a copy of checks paid to each Vendor.
- E. Recipients of UAACOG 2024 Energy and Mineral Impact Assistance Program Mini-Grant will sign a letter of agreement including these guidelines. This is a **REIMBURSEMENT GRANT**. Each project is fully responsible for full payment of project **after which** reimbursement will occur provided all required documentation (invoices and proof of payment for same) are provided to UAACOG when project is complete.
- F. Work for the project **may not** begin until all documents are fully signed/dated by all parties or the UAACOG cannot reimburse for project expenditures.
- G. It will be the UAACOG's Board discretion the following year to accept an application or not from any entity who violates these guidelines.

Timeline:

All funds must be expended and proof of payment for same by: October 31, 2025

UAACOG 2024 ENERGY AND MINERAL IMPACT ASSISTANCE
PROGRAM
MINI-GRANT APPLICATION

1. Jurisdiction: _____

2. Name of Person Completing Application: _____

Mailing Address: _____

Phone Number: _____ Email address: _____

3. Project Title: _____

4. Name of Person Signing Project Agreement, Title, & Email Address:

5. Total Cost of Project: \$ _____

Amount Requested: \$ _____ (50% total project cost NTE \$5,000)

Cash Match: \$ _____ (50% total project cost NTE \$15,000)

Please provide the following information. Use a separate attachment if necessary (two pages maximum):

A. Briefly describe the project. Why is the project needed at this time? How does the implementation of this project address the need?

B. Explain why this project is important to your community and/or the UAACOG Region. What measurable results do you expect? How and when will these results be measured?

- C. What exactly will the funds be used for? Provide a budget for your project clearly listing both revenues and expenses in a table format such as the one provided.

Budget Line Items	Estimate #	Estimated Cost	Total Project Cost
		\$	
		\$	
		\$	
		\$	
		\$	\$

- D. In which of the categories listed under “Use of Grant Funds” above does your project fit best? (If applying for more than one project, each must utilize different categories/outcomes on separate forms.) Explain how your project fits the category chosen.

- E. Assuming the project is funded, when will it begin and what is the timeframe for completion?