

**7035.5600 GRANT APPLICATION PROCEDURES.**

Subpart 1. **Deadline for submission.** A grant applicant shall submit a grant application to the agency no later than 4:30 p.m. on the first Monday of August of each year. The application must be received by the agency by this deadline or must have a postmark dated no later than the Friday immediately preceding the deadline in order to qualify as meeting that deadline.

Subp. 2. **Contents of application.** The grant application submitted to the agency shall include all the information and documentation set out in part 7035.5700.

Subp. 3. **Review of application.** Upon receiving a grant application, the commissioner shall promptly review the application and make a determination as to the eligibility of the applicant, costs, and project specified in the application.

Subp. 4. **Notice of commissioner's determination.** Within two weeks after receiving the application, the commissioner shall notify each applicant of the following:

A. If the commissioner determines that the applicant, the costs, and the project specified in the application are grant eligible, the application shall be considered final as of the date it was received and the applicant shall be so notified. The application shall then be treated in accordance with the agency review provisions established in part 7035.5800.

B. If the commissioner determines that the applicant is not grant eligible, the application shall not be further considered and the applicant shall be so notified.

C. If the commissioner determines that any of the costs described in the application are not grant eligible or that the application is otherwise incomplete, the commissioner shall note the inadequacies in the application and shall so notify the applicant. The applicant shall have an opportunity to cure the inadequacies noted by the commissioner. However, no information received by the agency after the 42nd day beyond the appropriate deadline in subpart 1, except as provided in subpart 5, shall be considered by the agency in determining the grant eligibility of the applicant, costs, or project.

An application which is considered inadequate under parts 7035.5000 to 7035.6000 shall not be considered final until the agency receives the information or documentation which cures the inadequacies described by the commissioner.

An application which is considered inadequate under parts 7035.5000 to 7035.6000 shall be considered final on the date all necessary supplemental information is received by the agency.

Once the application is considered final, it shall be treated in accordance with the agency review provisions established in part 7035.5800.

Subp. 5. **Extension of review period.** If the agency exceeds the two-week review period in subpart 4 for an application, the 42-day periods specified in subpart 4, item C, and

part 7035.5800, subpart 2 shall be extended for only that application by the number of days equal to the number of review days in excess of two weeks.

**Statutory Authority:** *MS s 115A.42*

**History:** *L 1987 c 186 s 15*

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