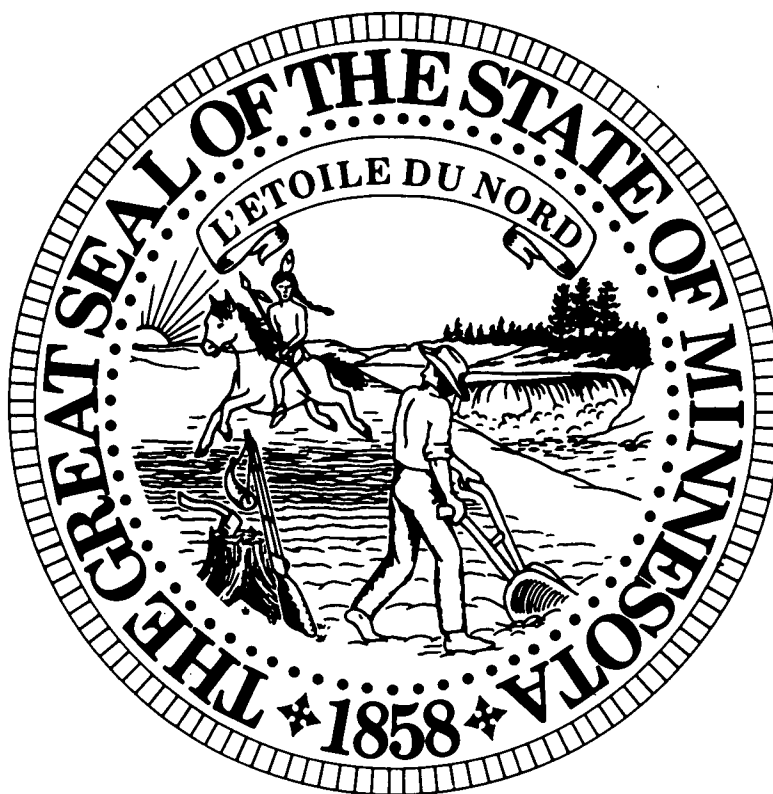


The Minnesota
**State
Register**

Department of Administration—Print Communications Division



Rules edition
Published every Monday
(Tuesday if Monday is a holiday)

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State Register

Judicial Notice Shall Be Taken of Material Published in the *State Register*

The *State Register* is the official publication of the State of Minnesota, containing executive and commissioners' orders, proposed and adopted rules, official and revenue notices, professional, technical and consulting contracts, non-state bids and public contracts, contract awards, grants, and a monthly calendar of cases to be heard by the state supreme court.

A *Contracts Supplement* is published Tuesday, Wednesday and Friday and contains bids and proposals, including printing bids.

Printing Schedule and Submission Deadlines

Vol. 17 Issue Number	*Submission deadline for Adopted and Proposed Rules, Commissioners' Orders**	*Submission deadline for Executive Orders, Contracts, and Official Notices**	Issue Date
36	Monday 22 February	Monday 1 March	Monday 8 March
37	Monday 1 March	Monday 8 March	Monday 15 March
38	Monday 8 March	Monday 15 March	Monday 22 March
39	Monday 15 March	Monday 22 March	Monday 29 March

*Deadline extensions may be possible at the editor's discretion; however, none will be made beyond the second Wednesday (12 calendar days) preceding the issue date for rules, proposed rules and executive orders, or beyond the Wednesday (5 calendar days) preceding the issue date for official notices. Requests for deadline extensions should be made only in valid emergency situations.

**Notices of public hearings on proposed rules and notices of intent to adopt rules without a public hearing are published in the Proposed Rules section and must be submitted two weeks prior to the issue date.

Instructions for submission of documents may be obtained from the *State Register* editorial offices, 117 University Ave., St. Paul, Minnesota 55155, (612) 297-7963, TDD (Minnesota Relay Service), Metro Area (612) 297-5353, Greater MN 1-800-627-3529.

The *State Register* is published every Monday (Tuesday when Monday is a holiday) by the State of Minnesota, Department of Administration, Print Communications Division, 117 University Avenue, St. Paul, Minnesota 55155, pursuant to *Minnesota Statutes* § 14.46. A *State Register Contracts Supplement* is published every Tuesday, Wednesday and Friday. The Monday edition is the vehicle for conveying all information about state agency rulemaking, including official notices; hearing notices; proposed, adopted and emergency rules. It also contains executive orders of the governor; commissioners' orders; state contracts and advertised bids; professional, technical and consulting contracts; non-state public contracts; state grants; decisions of the supreme court; a monthly calendar of scheduled cases before the supreme court; and other announcements. The *State Register Contracts Supplement* contains additional state contracts and advertised bids.

In accordance with expressed legislative intent that the *State Register* be self-supporting, the following subscription rates have been established: the Monday edition costs \$150.00 per year and includes an index issue published in August (single issues are available at the address listed above for \$3.50 per copy); the combined four editions cost \$195.00 (subscriptions are not available for just the *Contracts Supplement*); trial subscriptions are available for \$60.00, includes four editions, last for 13 weeks, and may be converted to a full subscription anytime by making up the price difference. No refunds will be made in the event of subscription cancellation.

Both editions are delivered postpaid to points in the United States, second class postage paid for the *State Register* at St. Paul, MN, first class for the *Contracts Supplement*. Publication Number 326630 (ISSN 0146-7751).

Subscribers who do not receive a copy of an issue should notify the *State Register* circulation manager immediately at (612) 296-0931. Copies of back issues may not be available more than two weeks after publication.

Arne H. Carlson, Governor

Dana B. Badgerow, Commissioner
Department of Administration

Kathi Lynch, Director

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FOR LEGISLATIVE NEWS

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

SENATE

Briefly-Preview—Senate news and committee calendar; published weekly during legislative sessions.

Perspectives—Publication about the Senate.

Session Review—Summarizes actions of the Minnesota Senate.

Contact: Senate Public Information Office
Room 231 State Capitol, St. Paul, MN 55155
(612) 296-0504

HOUSE

Session Weekly—House committees, committee assignments of individual representatives; news on committee meetings and action. House action and bill introductions

This Week—weekly interim bulletin of the House.

Session Summary—Summarizes all bills that both the Minnesota House of Representatives and Minnesota Senate passed during their regular and special sessions.

Contact: House Information Office
Room 175 State Office Building, St. Paul, MN 55155
(612) 296-2146

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NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 75 state agencies have the authority to issue rules. Each agency is assigned specific *Minnesota Rule* chapter numbers. Every odd-numbered year the *Minnesota Rules* are published. This is a ten-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Proposed and adopted emergency rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

If an agency seeks outside opinion before issuing new rules or rule amendments, it must publish a NOTICE OF INTENT TO SOLICIT OUTSIDE OPINION in the *Official Notices* section of the *State Register*. When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues 1-13 inclusive; issues 14-25 inclusive; issue 26, cumulative for issues 1-26; issues 27-38 inclusive; issue 39, cumulative for 1-39; issues 40-51 inclusive; and issue 52, cumulative for 1-52. An annual subject matter index for rules appears in August. For copies of the *State Register*, a subscription, the annual index, the *Minnesota Rules* or the *Minnesota Guidebook to State Agency Services*, contact the Print Communications Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-657-3757.

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Proposed Rules

Pursuant to Minn. Stat. §§ 14.22, an agency may propose to adopt, amend, suspend or repeal rules without first holding a public hearing, as long as the agency determines that the rules will be noncontroversial in nature. The agency must first publish a notice of intent to adopt rules without a public hearing, together with the proposed rules, in the *State Register*. The notice must advise the public:

1. that they have 30 days in which to submit comment on the proposed rules;
2. that no public hearing will be held unless 25 or more persons make a written request for a hearing within the 30-day comment period;
3. of the manner in which persons shall request a hearing on the proposed rules; and
4. that the rule may be modified if the modifications are supported by the data and views submitted.

If, during the 30-day comment period, 25 or more persons submit to the agency a written request for a hearing of the proposed rules, the agency must proceed under the provisions of §§ 14.14-14.20, which state that if an agency decides to hold a public hearing, it must publish a notice of intent in the *State Register*.

Pursuant to Minn. Stat. §§ 14.29 and 14.30, agencies may propose emergency rules under certain circumstances. Proposed emergency rules are published in the *State Register* and, for at least 25 days thereafter, interested persons may submit data and views in writing to the proposing agency.

Department of Human Services

Proposed Permanent Rules Relating to Chemical Dependency Programs

Notice of Intent to Adopt a Rule Without a Public Hearing

NOTICE IS HEREBY GIVEN that the State Department of Human Services intends to adopt the above-entitled rule amendments without a public hearing following the procedures set forth in the Administrative Procedure Act for adopting rules without a public hearing in *Minnesota Statutes*, sections 14.22 to 14.28. The statutory authority to adopt the rule amendments is *Minnesota Statutes*, sections 245A.09, subdivision 1; 254B.03, subdivision 5; and 254A.03, subdivision 1, paragraph (d).

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Proposed Rules

All persons have 30 days or until 4:30 p.m. on April 7, 1993, in which to submit comment in support of or in opposition to the proposed rule amendments. Comment is encouraged. Each comment should identify the portion of the proposed rule addressed, the reason for the comment, and any change proposed.

Any person may make a written request for a public hearing on the rule amendments within the 30-day comment period. If 25 or more persons submit a written request for a public hearing within the 30-day comment period, a public hearing will be held unless a sufficient number withdraw their request in writing. Any person requesting a public hearing should state his or her name and address, and is encouraged to identify the portion of the proposed rule addressed, the reason for the request, and any change proposed. If a public hearing is required, the agency will proceed pursuant to *Minnesota Statutes*, sections 14.131 to 14.20.

Comments or written requests for a public hearing must be submitted to: Jim Schmidt, Department of Human Services, Rules and Bulletins Division, 444 Lafayette Road, St. Paul, MN 55155-3816, (612) 296-7815.

The proposed rule may be modified if the modifications are supported by data and views submitted to the agency and do not result in a substantial change in the proposed rule as noticed.

A copy of the rule amendments is attached.

A free copy of the rule amendments is available upon request from Nancy Bishop, Department of Human Services, Rules and Bulletins Division, 444 Lafayette Road, St. Paul, MN 55155-3816, (612) 296-7454. A copy of the rule amendments may also be viewed at any of the 87 county welfare or human services agencies in the State of Minnesota.

A Statement of Need and Reasonableness that describes the need for and reasonableness of the proposed rule amendments and identifies the data and information relied upon to support the proposed rule has been prepared and is available upon request from Nancy Bishop at the address listed above.

Adoption of these rule amendments will not result in additional spending by local public bodies for the first two years following adoption under the requirements of *Minnesota Statutes*, section 14.11. A fiscal note prepared according to the requirements of *Minnesota Statutes*, section 3.98, subdivision 2, estimating the fiscal impact of the rule is available from Nancy Bishop at the address listed above.

If no hearing is required, upon adoption of the rule amendments, the rule and the required supporting documents will be submitted to the Attorney General for review as to legality and form to the extent the form relates to legality. Any person may request notification of the date of submission to the Attorney General. Persons who wish to be advised of the submission of this material to the Attorney General, or who wish to receive a copy of the adopted rule, must submit the written request to Jim Schmidt at the address listed above.

Dated: 3 February 1993

Natalie Haas Steffen
Commissioner

Rules as Proposed

9530.4230 PROGRAM EVALUATION.

[For text of subpart 1, see M.R.]

Subp. 2. **Follow-up data for Category II, III, and IV programs.** The license holder of a Category II, III, or IV program shall obtain follow-up data after a client discontinues the program for clients discharged before January 1, 1993, regardless of the client's discharge status. The data must be collected on either a six month or 12 month basis. The data must be collected from 100 percent of the discharged clients or 100 clients, whichever is less. The clients must be selected proportionately from clients who complete the program and clients who do not complete the program.

Documentation of at least two efforts to locate a client for follow-up shall be made on each client until 100 clients have been contacted or until attempts have been made on 100 percent. Follow-up contacts should ascertain, for each client:

[For text of items A to F, see M.R.]

[For text of subs 3 and 4, see M.R.]

9530.6300 ADMINISTRATION AND MANAGEMENT.

Every outpatient treatment program shall have written administrative and management policies governing the administration and supervision of the operations, the program, and the duration of the program. Such documentation shall include:

[For text of items A and B, see M.R.]

C. Policies and criteria for admission and discharge, including a definition of when a client is considered active in the program. The admission procedure shall include:

[For text of subitem (1), see M.R.]

(2) A procedure for determining the necessity of a medical evaluation, which is developed in conjunction with a physician, nurse practitioner, or registered nurse. Procedures for determining the necessity of the psychological evaluation shall be developed in conjunction with the consultant required under part 9530.6000, ~~item B~~ subpart 2.

[For text of subitem (3), see M.R.]

[For text of items D to H, see M.R.]

I. An individual record for each client of the program which includes:

[For text of subitems (1) to (6), see M.R.]

(7) Documentation, signed by the client, that ~~he/she~~ the client has received a copy of the program rules and the client's rights and responsibilities while participating in the program.

[For text of subitems (8) and (9), see M.R.]

J. Follow-up data, obtained within three to six months after the client discontinues the program (those who are either discharged at completion of the program, and those who leave the program before completion), shall be collected from no less than 50 clients drawn randomly, or 100 percent of the discontinued clients, whichever number is less, served in the 12 months since issuance or last renewal of the license and discharged before January 1, 1993. Documentation of efforts to locate clients for follow-up shall be made on a client by client basis. Follow-up contacts should ascertain, for each client:

[For text of subitems (1) to (4), see M.R.]

[For text of items K to N, see M.R.]

O. A description of the methods by which clients' legal, civil, and human rights will be protected. This shall include the procedures for handling complaints and grievances by clients, their relatives, and/or guardians. A written copy of such rights and procedures shall be given to each client entering the program and posted in a prominent place.

The program shall have a written statement of its policies and practices for handling cases of neglect and abuse of its clients.

The risks associated with the use of any therapeutic procedures shall be fully explained to the client in terms ~~he/she~~ the client can understand.

9530.7030 ELIGIBLE VENDOR'S DUTY TO PARTICIPATE IN A CLIENT INFORMATION SYSTEM.

[For text of subpart 1, see M.R.]

Subp. 2. **Criteria for approval of a client information system.** The commissioner shall approve a vendor's participation in a client information system other than DAANES if the system collects and maintains the data identified in items A to F. The information system must collect the data identified in items B, C, D, E, and G_1 on either a six month or 12 month basis.

[For text of items A to F, see M.R.]

G. six or 12 month follow-up information on clients discharged before January 1, 1993, including longest period of abstinence from all chemical use; which chemicals were used, if any, following discharge; hospital admissions that occurred following discharge; arrests, convictions, and incarcerations that occurred following discharge; employment status, and work or school problems associated with chemical use that occurred following discharge; and admissions to detoxification or chemical dependency treatment programs that occurred following discharge.

[For text of subps 3 and 4, see M.R.]

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. §14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and a citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. §14.33 and upon the approval of the Revisor of Statutes as specified in §14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under §14.18.

Department of Labor and Industry

Adopted Permanent Rules Relating to OSHA; Access to Records

The rules proposed and published at *State Register*, Volume 17, Number 21, page 1270, November 23, 1992 (17 SR 1270), are adopted as proposed.

Withdrawn Rules

State Board of Technical Colleges

Rules Relating to Postsecondary Teacher Licensure General Studies

Notice of Withdrawal of Rule as Proposed

NOTICE IS GIVEN THAT the Rule regarding Teacher Licensure/General Studies 3700.1200 to 3700.1280 is hereby withdrawn. The Rule as proposed was published in the *State Register*, September 8, 1992 at 17 S.R. 478, 17 S.R. 479, 17 S.R. 480 and 17 S.R. 481.

Official Notices

Pursuant to the provisions of Minnesota Statutes § 14.10, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

The *State Register* also publishes other official notices of state agencies, notices of meetings, and matters of public interest.

Department of Commerce

Bulletin of Pending Applications Reciprocal Interstate Banking Act *Minnesota Statutes*, Section 48.98, Subdivision 2 (2)

The following application is pending with the Commissioner of Commerce subject to criteria for approval as set out in *Minnesota Statutes* § 48.93 and shall be disapproved if:

- (1) The financial condition of any acquiring person is such as might jeopardize the financial stability of the bank or prejudice the interests of the depositors of the bank;
- (2) The competence, experience, integrity of any acquiring person or if any of the proposed management personnel indicates that it would not be in the interest of the depositors of the bank, or in the interest of the public to permit the person to control the bank;
- (3) The acquisition will result in undue concentration of resources or substantial lessening of competition in this area; or
- (4) The application failed to adequately demonstrate that the acquisition proposal would bring net new funds into Minnesota.
- (5) A subsidiary of the acquiring bank holding company has failed to meet the requirements set forth in the federal Community Reinvestment Act; or

(6) The acquisition will result in over 30 percent of Minnesota's total deposits in financial institutions as defined in Section 13A.01, Subdivision 2, being held by banks located in this state owned by reciprocating state bank holding companies. This limitation does not apply to consideration for approval pursuant to Section 48.99, Special Acquisitions.

In addition, the Commissioner has determined by rule that the applicant must describe its plan of compliance in providing an acceptable level of development loans or developmental investments in the community affected.

Current List of Pending Applications:

BANKFIRST Corporation
526 Main Avenue
Brookings, South Dakota 57006

proposes to organize and control a new Minnesota state bank:

BANKFIRST
800 Marquette Avenue, Suite 200
Minneapolis, Minnesota 55402

NOTICE

The Commissioner shall accept public comment on an application for a period of not less than 30 days from the date of the final publication in a newspaper of general circulation within the county in which the proposed new bank is located; or 30 days after the date of the availability of the bulletin of Pending Applications which includes the listing of the acquisition.

Public Information

Copies of bulletins of pending applications prepared and updated with each new application filed with the Commissioner is available without charge to any person upon request by writing to:

Department of Commerce
Bulletin of Pending Applications
Reciprocal Interstate Banking Act
Fourth Floor
133 East Seventh Street
St. Paul, Minnesota 55101

Dated: 22 February 1993

Bert J. McKasy
Commissioner of Commerce

Department of Commerce

Bulletin of Pending Applications Reciprocal Interstate Banking Act *Minnesota Statutes*, Section 48.98, Subdivision 2 (2)

The following listing of applications are pending with the Commissioner of Commerce subject to criteria for approval as set out in *Minnesota Statutes* § 48.93 and shall be disapproved if:

- (1) The financial condition of any acquiring person is such as might jeopardize the financial stability of the bank or prejudice the interests of the depositors of the bank;
- (2) The competence, experience, integrity of any acquiring person or of any of the proposed management personnel indicates that it would not be in the interest of the depositors of the bank, or in the interest of the public to permit the person to control the bank;
- (3) The acquisition will result in undue concentration of resources or substantial lessening of competition in this state; or
- (4) The application fails to adequately demonstrate that the acquisition proposal would bring net new funds into Minnesota;
- (5) A subsidiary of the acquiring bank holding company has failed to meet the requirements set forth in the federal Community Reinvestment Act; or

KEY: PROPOSED RULES SECTION — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

Official Notices

(6) The acquisition will result in over 30 percent of Minnesota's total deposits in financial institutions as defined in Section 13A.01, Subdivision 2, being held by banks located in this state owned by reciprocating state bank holding companies. This limitation does not apply to consideration for approval pursuant to Section 48.99, Special Acquisitions.

In addition, the Commissioner has determined by rule that the applicants must describe its plan of compliance in providing an acceptable level of development loans or developmental investments in the community affected.

Current List of Pending Applications:

Minowa Bancshares, Inc.
120 West Water Street, Box 110
Decorah, Iowa 52101

proposes to acquire:

Minnesota Bank, National Association
Caledonia, Minnesota 55921

BANKFIRST Corporation
526 Main Avenue
Brookings, South Dakota 57006

proposes to organize and control a new Minnesota state bank:

BANKFIRST
800 Marquette Avenue, Suite 200
Minneapolis, Minnesota 55402

NOTICE

The Commissioner shall accept public comment on an application for a period of not less than 30 days from the date of the final publication in a newspaper of general circulation within the county in which the bank to be acquired or a proposed new bank is located; or 30 days after the date of the availability of the Bulletin of Pending Applications which includes the listing of the acquisition.

Public Information

Copies of bulletins of pending applications prepared and updated with each new application filed with the Commissioner are available without charge to any person upon request by writing to:

Department of Commerce
Bulletin of Pending Applications
Reciprocal Interstate Banking Act
Fourth Floor
133 East Seventh Street
St. Paul, Minnesota 55101

Dated: 26 February 1993

Bert J. McKasy
Commissioner of Commerce

Department of Commerce

Maximum Lawful Rate of Interest for Mortgages and Contracts for Deed for the Month of April 1993

NOTICE IS HEREBY GIVEN that pursuant to *Minnesota Statutes*, Section 47.20, subdivision 4a, the maximum lawful rate of interest for conventional home mortgages and contracts for deed for the month of April 1993 is eleven and thirty-eight hundredths (11.38) percentage points.

Dated: March 1993

Bert J. McKasy
Commissioner of Commerce

Department of Human Services

Health Care Support Division

Notice of Solicitation of Outside Information or Opinions Regarding Proposed Rules Governing Procedures of Surveillance and Utilization Review in Health Service Programs

NOTICE IS HEREBY GIVEN that the State Department of Human Services is seeking information or opinions from sources outside the agency in preparing to propose the amendment of the rule governing procedures of the department's surveillance and utilization review in health service programs, *Minnesota Rules*, parts 9505.2160 to 9505.2245. The amendment of the rule is authorized by *Minnesota Statutes*, section 256B.04, subdivision 10, which requires the Department to establish, by rule, "general criteria and procedures for the identification and prompt investigation of suspected medical assistance fraud, theft, abuse, presentment of false or duplicate claims, presentment of claims for services not medically necessary, or false statement or representation of material facts by a vendor of medical care, and for the imposition of sanctions against a vendor of medical care." Amendment is also authorized by *Minnesota Statutes*, sections 256B.064, subdivision 1a (authorizes the Department to seek monetary recovery and impose sanctions against vendors of medical care); 256B.064, subdivision 1d (authorizes the Department to seek recovery of investigative costs from any vendor of medical care or services); 256D.03, subdivision 7, paragraph (b) (requires the Department to promulgate rules to establish standards for surveillance and utilization review procedures); and 256D.04, clause (2) (requires the Department to promulgate rules to carry out and enforce *Minnesota Statutes*, section 256D.03).

The State Department of Human Services requests information and opinions concerning the subject matter of the rule. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements should be addressed to: Stephanie L. Schwartz, Minnesota Department of Human Services, Rules Division, 444 Lafayette Road, St. Paul, Minnesota 55155-3816. Oral statements will be received during regular business hours over the telephone at (612) 297-4302 by Stephanie L. Schwartz and in person at the above address.

All statements of information and opinions shall be accepted until further notice is published in the *State Register* or the Notice of Hearing or Notice of Intent to Adopt Rules Without a Hearing is published in the *State Register*. Any written material received by the State Department of Human Services shall become part of the rulemaking record to be submitted to the attorney general or administrative law judge in the event that the rule is adopted.

Dated: 1 March 1993

Stephanie L. Schwartz
Rules Division

Labor Standards Division

Notice of Correction to Prevailing Wage Rates

Prevailing wage rate certified February 1, 1993 for labor class code 407 ELECTRICIAN in Cass county; Bena High School-Cass Lake, project #91-1-665 for Commercial construction has been corrected.

Copies of the corrected certification may be obtained by contacting the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306, or calling (612) 296-6452.

John B. Lennes, Jr.
Commissioner

Department of Labor & Industry

Labor Standards Division

Notice of Prevailing Wage Certifications for Commercial Construction Projects

Effective March 8, 1993 prevailing wage rates are certified for commercial construction projects in: Anoka county: Centennial Elementary School-Circle Pines; Itasca county: City Hall Elevator Installation and Fire Hall Building additions-Grand Rapids; Mower county: Austin Community College Asbestos removal-Austin; Ramsey county: Jobs and Training Building 3rd Floor Electrical upgrades-St. Paul; Stearns county: Rocori Middle School Addition & Alterations-Cold Spring.

Copies of the certified wage rates for these projects may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306. The charge for the cost of copying and mailing are \$1.36 per project. Make check or money order payable to the State of Minnesota.

John B. Lennes, Jr.
Commissioner

Department of Labor and Industry

Notice of Solicitation of Outside Information and Opinions Regarding Proposed Amendments to the Rules Governing Elevators

NOTICE IS HEREBY GIVEN that the Minnesota Department of Labor and Industry, Code Administration and Inspection Services, is seeking information and opinions from sources outside the department in preparing proposed amendments to *Minnesota Rules* chapter 5226 pertaining to fees for inspection, permits, and licensing of inspectors and contractors.

The amendments to the fee structure are necessary to satisfy the increasing costs of the Code Administration and Inspection Services. The amendments to these rules are authorized specifically by *Minnesota Statutes* section 183.358 which permits the department to establish a fee for permits and inspection. More broadly, the amendments will address the requirement of *Minnesota Statutes* section 183.357 which compels the department to grant an operating permit for installed elevators which successfully pass inspection. *Minnesota Statutes* section 16A.128 provides additional statutory authority to set the fee.

The Minnesota Department of Labor and Industry, Code Administration and Inspection Services, requests information and opinions concerning the subject matter of these rule amendments. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements should be addressed to:

Kathy Smith, Administrator
Code Administration and Inspection Services
Minnesota Department of Labor and Industry
443 Lafayette Road
St. Paul, MN 55155-4304
(612) 297-2540

Oral statements will be received during regular business hours either by telephone at the number listed above or in person at the above address.

All statements of information and opinion will be accepted until March 26, 1993. All written material received by the Code Administration and Inspection Services will become part of the rule making record to be submitted to the attorney general or administrative law judge in the event that the amended rules are adopted.

Dated: 2 March 1993

John B. Lennes, Jr.
Commissioner

Notice of Solicitation of Outside Information and Opinions Regarding Proposed Amendments to the Rules Governing Elevators

NOTICE IS HEREBY GIVEN that the Minnesota Department of Labor and Industry, Code Administration and Inspection Services, is seeking information and opinions from sources outside the department in preparing proposed amendments to *Minnesota Rules* chapter 5226 pertaining to the standards for inspection and regulation of new and existing elevators.

The amendments to these rules are authorized by *Minnesota Statute* section 183.358 which permits the department to promulgate rules regulating elevators. Further authority for the regulations is found in the remainder of chapter 183. *Minnesota Statute* section 16B.61 also permits the department to enforce rules regulating elevators. The amended rules are necessary to provide the department with standards for enforcement to assure safe elevator operation.

The Minnesota Department of Labor and Industry, Code Administration and Inspection Services, requests information and opinions concerning the subject matter of these rules amendments. Interested persons or groups may submit data or views on the subject matter of concern in writing or orally. Written statements should be addressed to:

Kathy Smith, Administrator
Code Administration and Inspection Services
Minnesota Department of Labor and Industry
443 Lafayette Road
St. Paul, MN 55155-4304
(612) 297-2540

Oral statements will be received during regular business hours either by telephone at the number listed above or in person at the above address.

All statements of information and opinion will be accepted until March 26, 1993. All written material received by the Code

Administration and Inspection Services will become part of the rule making record to be submitted to the attorney general or administrative law judge in the event that the amended rules are adopted.

Dated: 2 March 1993

John B. Lennes, Jr.
Commissioner

Minnesota Comprehensive Health Association

Notice of Meeting of the Finance Committee

NOTICE IS HERBY GIVEN that a meeting of the Minnesota Comprehensive Health Association (MCHA), Finance Committee will be held at 4:00 p.m. on Wednesday, March 10, 1993 at North American Life & Casualty Company, 1750 Hennepin Avenue South, Minneapolis, Minnesota.

For additional information please call Lynn Gruber at (612) 593-9609.

Minnesota Early Childhood Care and Education Council (ECCE)

Notice of Meetings

NOTICE IS HEREBY GIVEN that the Minnesota Early Childhood Care and Education Council (ECCE) has scheduled the following meetings. Direct inquiries to Executive Director, Minnesota Early Childhood Care and Education Council, Third Floor, Ford Building, 117 University Avenue, St. Paul, MN 55155; Phone: 612/296-4738.

BY-LAWS/NOMINATING COMMITTEE MEETING—March 15, 1993, 9 a.m. to 10 a.m., at Minnesota Early Childhood Care and Education Council, Third Floor, Ford Building, 117 University Avenue, St. Paul, to discuss Executive Committee structure and membership.

ECCE EXECUTIVE COMMITTEE MEETING—March 15, 1993, 10 a.m. to noon, at Minnesota Early Childhood Care and Education Council, Third Floor, Ford Building, 117 University Avenue, St. Paul, to review legislation impacting early childhood care and education, discuss report to the Governor and Legislature, discuss Council structure and discuss agenda items for April 19 Regular Full Council Meeting.

ECCE REGULAR FULL COUNCIL MEETING—April 19, 1993, 11 a.m. to 3 p.m. at Administration Building, Capitol Complex, Room 116B, 50 Sherburne Avenue, St. Paul.

Minnesota Property Insurance Placement Facility

Notice of Annual Meeting of the Member Companies

NOTICE IS HEREBY GIVEN that a meeting of the Member Companies of the Minnesota Property Insurance Placement Facility will be held at 8:30 a.m. on Wednesday, March 10, 1993 at the office of the Minnesota Property Insurance Placement Facility, 17 North Washington Avenue, Suite 300, Minneapolis, MN. For additional information please call 338-7584.

Notice of Meeting of the Board of Directors

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Minnesota Property Insurance Placement Facility will be held at 9:00 a.m. on Wednesday, March 10, 1993 at its office located at 17 North Washington Avenue, Suite 300, Minneapolis, MN. For additional information please call 338-7584.

Public Employees Retirement Association

Board of Trustees, Notice of Meetings

The next regular monthly meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, March 11, 1993 at 9:30 a.m. in the PERA offices, 514 St. Peter St., Suite 200—Skyway Level, Saint Paul, Minnesota.

An Information Forum of the Public Safety Officers will be held on Thursday, March 18, 1993 at 1:30 p.m. in the offices of the Association.

State Grants

In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grant funds available through any agency or branch of state government. Although some grant programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself.

Agencies are encouraged to publish grant notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

Department of Education

Interagency Adult Learning Advisory Council

Request for Proposals to Improve Coordination and Effectiveness in Adult Basic Skills Programs and Related Services

The Minnesota Department of Education is seeking proposals that utilize a multi-agency team approach to increase the effectiveness of adult basic skills and diploma/GED delivery systems. The proposals must address the delivery of literacy/basic educational skill for adults. Legislative goals for this program include: linking basic skills learning with employment, reducing adult learner dropout rates, reducing intergenerational illiteracy, and increased efficiency through coordination of various education support services. Project must serve one or more of the following adult populations: (1) public assistance recipients, (2) the unemployed, (3) the underemployed, (4) the incarcerated, or (5) non- or limited-English speaking persons. Projects must be sustainable from other funding sources in the future.

Funding for this grant program is contingent upon renewed legislative approval and appropriation for interagency legislation *Minnesota Statutes* 1991-124c.03. The Governor's 1994-1995 biennial budget request asks the legislature to approve an appropriation of \$300,000 for each year of the biennium. If approved, approximately \$225,000 will be available for this grant program for the period from July 1, 1993 to June 30, 1994. It is estimated that between eight and fourteen proposals will be funded. Three types of proposals will be considered:

1. Team Building Grants: \$2,000-\$10,000. Grants to communities not previously funded under this program to do multi-agency needs assessment, planning, team building, staff development, and project startup.

2. Capacity Building Grants: \$2,000-\$35,000. Grants for program startup costs, multi-agency systems, adult learning process and system development, delivery of services, co-located facilities, curriculum, technology, etc.

3. Dissemination Grants: \$2,000-\$10,000. Grants for training and consultation to transfer successful multi-agency adult learning models to new communities, including models developed in previously funded interagency grants.

Priority Areas: Proposals are to be based on local needs, emphasize interagency cooperation, and focus on literacy and basic skills for adults. In addition, the Interagency Adult Learning Council has established the following priority areas for project content:

A. Families and Children. Projects that integrate learning, developmental, and family self-sufficiency efforts for both parents and children. Funding in this priority area is limited to team building activities and/or activities which directly address the literacy and basic skills needs of parents.

B. Diversity and Multicultural Capacity Building. Projects that target minority populations or adults with disabilities for literacy and basic skills instruction. Also, projects which include diversity/cultural awareness and activities for the interagency team, project staff, or the learners.

C. Workforce Education. Projects that promote cooperation between educational providers, business or industry, and appropriateness support services. Adults who are unemployed, under-employed, or are experiencing difficulties in the workplace because of their lack of basic educational skills should be the recipients of literacy and basic skills services.

Proposals will be accepted only from multi-disciplinary teams serving a defined geographic area or special population. Teams may include major education, job training, human services/family/children's/or correctional services, businesses, unions, and minority agencies or programs. Any governmental or non-profit private agency may be the lead agency and fiscal agent for the team.

Six copies of proposals must be received by 4:30 p.m., May 3, 1993, on forms provided by the Department. A 'Letter of Intent' must be received, faxed, or postmarked by Friday, April 16, 1993.

The Department of Education will notify grantee teams of their selection no later than June 15, 1993, and reserves the right to negotiate funding levels and conditions. For a copy of the full Request for Proposals and the required forms contact: Annette Hughley, Minnesota Department of Education, Community Collaborations, Room 994 Capitol Square Building, 550 Cedar Street, St. Paul, MN 55101, (612) 296-7965 or FAX (612) 297-5695.

Department of Health

Grant Funds Available for Programs for: Special Supplemental Food Program for Women, Infants and Children (WIC); Family Planning Special Projects; Family Planning Hotline; Maternal and Child Health (MCH) Special Projects; Indian Health; Migrant Health; Refugee Health; Dental Health Program Grants; ASSIST Tobacco Use Prevention; Minnesota Healthy Communities Program; Minnesota Breast and Cervical Cancer Control Program; Home Visiting Projects to Prevent Child Abuse and Neglect; Injury Prevention Grants; Statewide Consumer Education and Wellness Services for 1994-95

Description of Available Grants—Purpose, Scope, and Eligibility

Special Supplemental Food Programs for Women, Infants and Children (WIC)

Eligible Applicants: see narrative description (page 2)

Amount of Available Funds: determined by federal appropriation

Duration of Grants: 10/1/93-9/30/95

The WIC Program is a State and federally-funded grant program administered through the Minnesota Department of Health; grants are made available to qualified local agencies to deliver program services. WIC provides nutrition education services and vouchers for the purchase of specified nutritious food supplements to pregnant, postpartum, and nursing women, and to infants and children up to five years of age who are judged by health professionals to be at nutritional risk and who have family incomes at or below 185 percent of poverty income guidelines prescribed by the United States Department of Agriculture. The WIC Program serves as an adjunct to good health care during critical times of growth and development, in order to prevent the occurrence of health problems and to improve the health status of these persons. All current WIC agreements will terminate on September 30, 1993.

The types of local agencies which may apply for the WIC Grant are listed as follows in order of their priority for application approval:

- First priority is given to a community health board.
- Second priority is given to a public or private nonprofit health service agency.
- Third priority is given to a public human service agency.
- Fourth priority is given to a private nonprofit human service agency.

An agency will be classified as either a health service agency or a human service agency, based on the type of services it primarily provides during its current fiscal year. The priority system applies to agencies that are applying for the first time, that have applied before, and that have previously administered the WIC program.

Only one application will be approved for each geographic area or special population. If two or more competing applicants have the same priority, a subpriority will be assigned as follows:

- First subpriority will be given to an agency whose employees can provide ongoing routine pediatric and obstetric care, and administrative services.
- Second subpriority will be given to an agency that must enter into a written agreement with another agency for either ongoing, routine pediatric and obstetric care, or administrative services.
- Third subpriority will be given to an agency that must enter into a written agreement with private physicians to provide ongoing, routine pediatric and obstetric care for women, infants, or children, or for participants not eligible for health services at the agency.
- Fourth subpriority will be given to an agency that must enter into a written agreement with private physicians to provide ongoing, routine pediatric and obstetric care for all participants.
- Fifth subpriority will be given to an agency that must provide ongoing, routine pediatric and obstetric care through referral to a health care provider.

The performance record, if any, of each competing agency will be taken into consideration. If all of the competing agencies have a poor performance record, the grant will be awarded to the agency with the least poor performance record. If only one of the competing agencies does not have a poor performance record, the grant will be awarded to that agency. If two or more competing agencies do not have a poor performance record, the grant will be awarded to the agency with the highest priority, or subpriority if appropriate, as described above. Factors which will be taken into consideration in judging a performance record include whether the agency has failed to:

State Grants

- Maintain a participation level within two percent of the authorized participation level.
- Maintain or increase the rate of participation by pregnant women.
- Respond to the written findings of the Financial Review or Management Evaluation within thirty days.
- Take corrective action in the areas identified by the Financial Review or Management Evaluation within six months from the date of the approval of the corrective action plan.
- Submit a nutrition education plan or required revisions to the plan within the established time frame.

If additional information or revisions are needed to the application after it is submitted, a request will be made within 15 days of receipt. A complete, correct application must be received within 15 days of the date of the request, if two or more agencies have applied to serve the same geographic area or special population; if only one agency has applied, a complete, correct application must be received within 30 days of the date of the request. Applications which are not complete and correct at the specified deadlines will not be considered.

Family Planning Special Projects

Eligible Applicants: local government agencies, non-profit corporations

Amount of Available Funds: to be determined

Duration of Grants: 1/1/94-12/31/95

Family Planning is voluntary planning and action by individuals to attain or prevent pregnancy. Family Planning Special Projects (FPSP) grants will be made to continue, expand, or develop pre-pregnancy family planning services in accordance with the Family Planning Act (*Minnesota Statutes* 145.925) and the Family Planning Rule (*Minnesota Rules* Parts 4700.1900-4700.2500). The amount available for the 1992-1993 biennium was \$4,110,000 and Governor Carlson has recommended that \$8,000,000 be available for 1994-1995. As soon as the Legislative appropriation for the next biennium can be reliably determined, the amount of funding available for the CY 1994-95 grant cycle will be communicated to all applicants.

Applications will be reviewed and scored, and award recommendations made according to the Criteria for Award in part 4700.2300. Funds will be allocated on a regional basis according to a needs-based distribution formula. Applications will be funded within each region in rank order from highest to lowest, as funds are available.

To assist interested parties in developing applications, workshops on the FPSP grant application process will be conducted. Agencies submitting a Notice of Intent will receive a packet of application materials and information regarding workshops and the availability of technical assistance.

Family Planning Hotline

Eligible Applicants: local government agencies, non-profit corporations

Amount of Available Funds: to be determined

Duration of Grant: 1/1/94-12/31/95

Funds are available, specifically designated for a statewide family planning hotline. The total annual funds available for this purpose are five percent of the total annual Family Planning Special Projects funds appropriated or \$100,000 per year, whichever is less. Local government agencies and non-profit corporations may apply for the grant to provide hotline services in accordance with the Family Planning Act (*Minnesota Statutes* 145.925) and the Family Planning Rule (*Minnesota Rules* Parts 4700.1900-4700.2500). The application must contain identifiable plans and budget allocations for both the operation of the hotline and its promotion statewide.

Applications for the hotline will be reviewed and scored, and award recommendations made according to the Criteria for Award in part 4700.2300.

Maternal and Child Health (MCH) Special Projects

Eligible Applicants: Community Health Boards

Amount of Available Funds: to be determined

Duration of Grant: 1/1/94-12/31/95

Eligible applicants are Community Health Boards as defined in *Minnesota Statutes* Section 145A.02, subdivision 5. Other local public and private providers may not apply directly to the Department for funding through this category.

Each Community Health Board is required by Statute to establish a process for its service area by which proposals may be solicited and considered from all qualified programs that have interest in financial participation in the MCH Special Project, including those of non-profit and other public agencies and Indian reservations.

Current state law targets MCH Special Project funds to serve high-risk and low-income persons and establishes four statewide program priorities: Improved Pregnancy Outcome Program, Family Planning Program, Handicapped/Chronically Ill Children's Program, and Childhood Injury Control Program. State law also requires that MCH projects established prior to the statewide formula MCH Special Project program be continued. The affected Community Health Boards (North Country, Carlton-Cook-Lake-St. Louis, Minneapolis, St. Paul, and Goodhue-Wabasha) are required as part of their formula MCH Special Project grant programs to maintain the same kinds of services to the same populations as previously served unless they can provide equivalent alternative funding or demonstrate that the need for the specific services provided by the project has significantly decreased.

The Department is proposing two changes to the state MCH law which, if enacted, would likely become effective with the CY 1994-95 grant cycle:

- expansion of eligible target populations so that health services may be provided to high-risk, low-income infants, children and adolescents, especially those without access to primary and preventive medical or dental care. Such services shall be calculated to produce measurable decreases in mortality and morbidity in infants, children, and adolescents, and may include services to reduce childhood injuries, child abuse and neglect, spread of infectious diseases, exposure to lead, substance abuse, and dental disease.
- modification of the definition of "low-income" to mean an individual or family income determined to be at or below 275 percent of poverty, or determined to meet the income eligibility requirements of Medical Assistance, MinnesotaCare, or the Special Supplemental Food Program for Women, Infants and Children (WIC).

The level of funding available for the MCH Special Projects for the two-year period, Calendar Years 1994-95, is yet to be determined through Congressional and Legislative actions. Approximately \$13,867,108 in base grant funding is expected, supplemented by about \$807,658 in non-recurring funding, for an expected initial total allocation of \$14,674,766. The Governor's budget recommends an increase for MCH Special Projects that could bring the total available for the grant cycle to \$16,794,768. As soon as appropriation amounts can be reliably determined, a table of agency-specific allocations will be distributed.

Indian Health

Eligible Applicants: Community Health Boards

Amount of Available Funds: \$177,000 per year

Duration of Grants: 1/1/94-12/31/95

The purpose of this program is to provide assistance to community health boards to establish, operate, or subsidize clinic facilities and services to furnish health services for American Indians who reside off reservations.

Migrant Health

Eligible Applicants: cities, counties, groups of cities or counties, or nonprofit corporations

Amount of Available Funds: \$104,000 per year

Duration of Grants: 1/1/94-12/31/95

The purpose of this program is to fund the establishment, operation, or subsidizing of clinic facilities and services, including mobile clinics, to furnish health services for migrant agricultural workers and their families in areas of the state in which significant numbers of migrant workers are located. A "Migrant Agricultural Worker" means any individual whose principal employment is in agriculture on a seasonal basis who has been so employed within the last 24 months, and who established a temporary residence for the purposes of such employment. First consideration for funding will be given to organizations that can provide services on a statewide basis.

Refugee Health

Eligible Applicants: Community Health Boards

Amount of Available Funds: not to exceed \$20,000 per grant

Duration of Grant: 10/1/93-9/30/95

The purpose of this program is to assist local health agencies in providing health assessments and follow-up activities to refugees for problems of public health concern. The target population is refugees as defined in Section 101(a)(42) of the Immigration and Nationality Act. Any such persons receiving this alien classification, regardless of national origin, are eligible for services under this program. Exceptions are Cubans and Haitians, who are legally classified as "entrants", and certain other refugees (e.g., Tibetans) whose medical care and other resettlement needs are to be privately provided. Eligible applicants are community health boards that are experienced in providing or facilitating health assessments and follow-up care to refugees and are located in a county which has become home to more than 500 refugees whose primary resettlement was to Minnesota in FFY 92. Not more than one grant will be issued for each eligible county. Funds will be awarded on a formula basis based on the number of refugees resettled in FFY 92 in the county. Each grant is not expected to exceed \$20,000 annually.

State Grants

Dental Health Program Grants

Eligible Applicants: Community Health Boards, School Boards

Amount of Available Funds: \$100,000

Duration of Grant: 10/1/93-9/30/95 Dental Sealant Program
1/1/94-12/31/95 all others

Dental Health Program Grant funds of up to \$100,000 and technical assistance are available for the implementation of nine different categories of oral disease prevention activities for children and youth in low income rural areas. These activities are School Water Fluoridation Programs, Home-based Dietary Fluoride Supplement Programs, Dental Sealant Demonstration Projects, Baby Bottle Tooth Decay Prevention Demonstration Projects, Well Water Fluoride Identification Programs, Smokeless Tobacco Use Prevention Demonstration Projects, Oral Injury Prevention Demonstration Projects, Oral Health Care Access Demonstration Projects, and Innovative Agency Designed Oral Disease Prevention Demonstration Projects. It is anticipated that these activities will be authorized by community health boards and school boards.

The goal of the MDH Dental Health Program Grants is to improve the oral health of children from rural low income families who are at great risk of developing oral diseases by increasing the capacity of local agencies to provide needed dental public health services. Dental Health Program Grant applications must be targeted to children from low income families in primarily rural areas. Priority consideration will be given to grant applications that: (1) serve children in primarily rural low income counties (as indicated by the county per capita personal income); and/or (2) serve children who attend school buildings in primarily rural areas where a high percentage of students are from low income families (as indicated by the percentage of children on free and reduced lunch); and (3) serve children in those rural areas that have not been previously targeted for this specific category of dental health program grant activity.

Dental Health Program Grant Funding will be available for a majority of reasonable and necessary personnel and administrative costs and materials needed to implement grant activities. Grantees will be expected to contribute sufficient in kind-match support to demonstrate a significant commitment to the proposed grant activity.

It is not expected that an agency will develop a comprehensive detailed grant proposal when submitting a grant application. A simple informational application is all that is required. This application form and detailed information about the Dental Health Program Grants will be sent to each agency that checks Dental Health on the Notice of Intent to Apply for Grant Funds Checklist form. After the grant funding decisions have been made from the applications received (based on the criteria and priorities indicated in this notice of availability and in the grant application information), MDH Dental Health Section staff will provide the grantee agency with intensive consultation and technical assistance in developing the protocol and implementation plan for grant activities. In addition, throughout the grant funding cycle, consultation and technical assistance will be available from the MDH Dental Health Section. Periodic monitoring of grant activities will be conducted by the MDH staff. Annual and final programmatic and fiscal reports of grant activities will be required.

ASSIST Tobacco Use Prevention

Eligible Assistant: Community Health Board, Non-Profit Organizations, Private Organizations

Amount of Available Funds: \$320,000 (Approximately)

Duration of Grant: 10/1/93-9/30/94

Tobacco use continues to be the largest preventable cause of death and disability in the United States and in Minnesota. The purpose of the ASSIST Tobacco Use Prevention grant program is to prevent tobacco use, encourage tobacco use cessation, and promote the reduction of smoking in Minnesota predominantly through policy and media advocacy strategies. Proposals must demonstrate a philosophy consistent with the ASSIST project goals and the Comprehensive Tobacco Control Plan. The majority of funds will be earmarked for the primary intervention region which includes the following counties: Anoka, Benton, Carver, Chisago, Dakota, Dodge, Goodhue, Hennepin, Isanti, Olmsted, Ramsey, Rice, Scott, Sherburne, Stearns, Steele, Wabasha, Washington, Winona, and Wright. Total amount of funds available for this region is approximately \$300,000. The ASSIST monies will be distributed: (1) to fund local coalitions within the primary intervention region for projects and coalition activity; (2) to fund special projects and activities which encompass more than one local coalition, encompass the primary intervention corridor, and may encompass some statewide activities; and (3) to fund new or existing coalitions in counties that are not included in the primary intervention region. Total amount of funds available for projects in these counties is \$20,000.

Minnesota Healthy Communities Program

Eligible Applicants: Community Health Boards

Amount of Available Funds: up to \$180,000

Duration of Grant: 1/1/94-12/31/95

The Minnesota Healthy Communities Program (MHCP) will provide monies and technical assistance to Community Health Service agencies to develop coalitions and projects focused on the prevention of chronic disease. The goal of the program is to empower small communities to identify their chronic disease problems, develop interventions to address those problems, and identify the resources to carry out those interventions.

The objectives of this program are to: (1) demonstrate an effective model for facilitating and sustaining broad-based community involvement in chronic disease prevention activities; (2) disseminated state-of-the-art strategies for community-based health promotion which are tested in research settings and are feasible in small communities; and (3) build on emerging bodies of knowledge in the areas of community organization, coalition-building, integration of primary and secondary prevention activities, environmental approaches to community change, use of mass media in health promotion, and community-wide approaches to health behavior change.

Interventions must focus exclusively on the modifiable factors which increase risk for heart disease, cancer, and stroke, and related conditions such as high blood pressure and diabetes. Such risk factors include high fat/low fiber diets, tobacco-use, physical inactivity, and obesity, among others.

The proposed community can be defined in one of three ways: (1) a county with a population of less than 15,000; (2) a small municipality; or (3) a geographic cluster of small municipalities that share services. However the community is defined, the proposed site must meet the requirement of a population size that is less than 15,000.

Those Community Health Boards who have received financial support from the MDH through the Chronic Disease Grant from the Centers for Disease Control will be ineligible for additional funding.

Minnesota Breast and Cervical Cancer Control Program

Eligible Applicant: Community Health Boards, Public or Non-Profit Medical Care Providers and Hospitals

Amount of Available Funds: to be determined

Duration of Grant: funds will be awarded for a one-year period with a start date to be determined and may be renewable through 7/14/96

The Minnesota Department of Health Breast and Cervical Cancer Control Program (MBCCCCP) is a federally-funded program whose purpose is to increase the number of women screened for breast and cervical cancer in Minnesota so that cancer is detected and treated at the earliest possible stage. MBCCCCP provides no-cost breast and cervical cancer screening to low income, uninsured and underinsured women.

Successful applicants will be expected to enroll participants in the program and provide breast and/or cervical cancer screening and certain diagnostic follow-up procedures to women who cannot afford to pay, establish and maintain a tracking and follow-up system to assure that women with abnormal tests receive appropriate follow-up, assure that all appropriate follow-up diagnostic and treatment services are provided to program participants, cooperate and where appropriate participate in the program's public and professional education activities, and comply with the program's quality assurance standards for breast and cervical cancer screening.

Home Visiting Projects to Prevent Child Abuse and Neglect

Eligible Applicants: Community Health Boards

Amount of Available Funds: to be determined

Duration of Grant: 1/1/94-12/31/95

The Home Visiting Project Grants Program is authorized by *Minnesota Statute* 145A.15. The level of funding available for the two-year period is yet to be determined through Legislative actions. Community Health boards that received 1993 grants and have successfully met their objectives will be given priority for the 1994-95 grant cycle. However, the Department will also accept applications from Community Health Boards that have not received previous funding.

State law targets Home Visiting Project funds to serve families-at-risk, which includes, but is not limited to: adolescent parents; parents with a history of alcohol or other drug abuse; parents whose family of origin has a history of child abuse, domestic abuse or other dysfunction; parents who have experienced domestic abuse, rape or other victimization; parents with reduced cognitive function, parents with a lack of knowledge about child growth and development stages; or parents experiencing difficulty dealing with stress, including stress caused by discrimination, mental illness, a high incidence of crime or poverty in the neighborhood, unemployment, divorce or lack of fulfillment of basic needs, often found in conjunction with a pattern of family isolation. Services to families may begin during the second trimester of pregnancy and continue, based on need, until the child reaches age six.

Each project must (1) expand its current public health nurse and family health aide program for the prevention of child abuse and neglect, such program services being community based, accessible and culturally relevant; (2) distribute educational materials and offer presentations on the prevention of child abuse and neglect for use in hospital maternity divisions, well-baby clinics, obstetrical clinics and community clinics; (3) coordinate with other home visiting programs in the community for the prevention of child abuse

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and neglect and/or the support of young children, particularly those offered by school districts; and (4) foster collaboration among existing agency and community-based organizations.

Each project will be required (1) to have its public health nurses and family health aides participate in and complete a 40-hour training program provided by the Department and (2) to participate in a statewide evaluation of the effectiveness of Home Visiting Projects.

Injury Prevention Grants

Eligible Applicants: Community Health Boards, Hospitals, Community Organizations, Small Businesses

Amount of Available Funds: to be determined

Duration of Grant: 1/1/94-9/30/94

The Minnesota Injury Prevention Program funds local injury prevention projects through federal grant funds from the National Centers for Disease Control. The goal of these projects is to reduce the risk for and occurrence of injury in a defined geographic area. Agencies, boards, institutions, and organizations across Minnesota are encouraged to implement known, previously evaluated injury prevention interventions. Specific objectives will vary by the type of prevention project selected.

To successfully compete for the intervention funds, the following criteria must be met:

1. Local funds must be used to match the state funds. Local funds may take the form of supplies, equipment, meeting support, travel, etc., but may not represent staff time;
2. Identify local leadership in the project;
3. Describe the magnitude of the local problem this project will address;
4. Develop a succinct set of measurable, time-framed objectives;
5. Describe the methodology (how the objectives will be accomplished). This should include the presence of a local work group or coalition to support the intervention effort, and descriptive plans to conduct the intervention; and
6. Identify and describe the product of the intervention.

Applicants other than public health agencies are strongly encouraged to include the local public health constituency in the planning and conduct of the project.

In addition to funding these projects, the Minnesota Injury Prevention Program staff will serve in an advisory capacity to local project staff by providing consultation and guidance in the coalition or local capacity building, the collecting and analyzing of local health data, and the evaluation of the project.

Statewide Consumer Education and Wellness Services

Eligible Applicants: Community Health Boards, Indian Reservations

Amount of Available Funds: to be determined

Duration of Grant: to be determined

Summary: The health care access legislation (MinnesotaCare) enacted during the 1992 Session authorized the commissioner of health to "administer or contract for statewide consumer education and wellness programs that will improve the health of Minnesotans and increase individual responsibility relating to personal health and the delivery of health services." The Minnesota Health Care Commission is considering drafting legislation to implement this provision which, if enacted by the 1993 Legislature, could make grants available for the development and implementation of community-based consumer education and wellness programs which address health risk behaviors involving the use of tobacco, alcohol and other drugs, poor nutrition, limited exercise or physical activity, and behaviors that create a risk of serious injury.

To be considered for a grant, a community health board or Indian reservation must submit an application to the commissioner of health that includes: a description of the planning process used, a description of community needs and existing resources, a description of the program activities to be implemented with grant funds, and a list of the agencies and organizations with whom the board or Indian reservation intends to contract. Grantees may either provide services directly or contract with other community groups. Grant funds may not be used to supplant or replace funding provided through other sources.

If legislation is enacted and funds become available, eligible entities that submit notices of intent will be notified after June 1, 1993 of funding arrangements and application procedures.

Procedures and Information for Applying for Grants

Step 1: Applicants Must Provide Notice of Intent to Apply for Funds

Any organization interested in applying for funds should complete the attached Notice of Intent to Apply for Grant Funds Checklist.

The Notice of Intent Checklist must be received by the Department of Health no later than 4:30 p.m., Friday, April 9, 1992. In addition, agencies who are not Community Health Boards must submit a copy of the Notice of Intent Checklist to the Community Health Board in their geographical service area.

(Note: If interested parties intend to submit a proposal that the Department of Health judges is of statewide significance, the Department will provide one copy of the Notice of Intent Checklist to each Community Health Board in the state. Any Community Health Board may subsequently request one copy of the completed application from the applicant for review and comment.)

Step 2: The Department will Provide Application Materials

An organization expressing an intent to apply will be provided with pertinent application materials, information on the review and award process, and the names and telephone numbers of Minnesota Department of Health consultants available to provide technical assistance concerning preparation of the grant application.

Application materials will be mailed out according to the following schedule:

	Mailed Out Upon Receipt of Notice
WIC	
Family Planning Special Projects	June 4, 1993
Family Planning Hotline	June 4, 1993
Maternal and Child Health Special Projects	April 9, 1993
Indian Health	April 30, 1993
Migrant Health	April 30, 1993
Refugee Health	April 30, 1993
Dental Health Program Grants	April 23, 1993
ASSIST Non-Smoking	April 30, 1993
Minnesota Healthy Communities Program	July 15, 1993
Minnesota Breast and Cervical Cancer Program	to be determined
Home Visiting Projects to Prevent Child Abuse and Neglect	June 18, 1993
Injury Prevention Grants	September 1, 1993
Statewide Consumer Educational Wellness Services	to be determined

Step 3: Applicants Must Submit Completed Applications According to the Following Schedule

Completed applications must be received by the Minnesota Department of Health office listed in the application materials you receive in Step 2: above, no later than 4:30 p.m. on the dates identified below. Agencies who are not community health boards must also submit. The completed application to the Community Health Board in the applicant's proposed geographic service area no later than the deadline of receipt of the application at the Minnesota Department of Health.

WIC applications not received by the deadline will not be considered. Other applications not received by the deadline will be reviewed and considered for funding only after all other applications are reviewed and funded (in accordance with available funds).

Grant application receipt deadlines are no later than 4:30 p.m. on the following dates:

WIC	—May 28, 1993
Family Planning Special Projects	—August 13, 1993
Family Planning Hotline	—August 13, 1993
Maternal and Child Health Special Projects	—September 15, 1993
Indian Health	—November 1, 1993 application to be included as a part of the CHS Plan with copy of Indian Health grant part sent to MDH Grant Manager
Migrant Health	—July 30, 1993
Refugee Health	—July 30, 1993
Dental Health Program Grants	—July 9, 1993
ASSIST Tobacco Use Prevention	—June 18, 1993
Minnesota Healthy Communities Program	—September 15, 1993
Minnesota Breast & Cervical Cancer Control Program	—To be announced

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Home Visiting Projects to Prevent Child Abuse —September 3, 1993
Injury Prevention Grants Statewide Consumer Reduction—November 19, 1993
and Wellness Services —To be announced

Step 4: The Department will Award Funds According to the Following Schedule

Applications will be reviewed as submitted except that, at its discretion, the Department may request further clarification. Grants will be awarded in accordance with priority areas and criteria identified in the application materials. Applicant organizations will be notified in writing of the grant award decisions and contracts will be completed to begin according to the following schedule:

	<u>Award Decision</u>	<u>Contract</u>
WIC	Within 30 days of receipt of completed application but no sooner than June 30	October 1, 1993
Family Planning Special Projects	November, 1993	January 1, 1994
Family Planning Hotline	November, 1993	January 1, 1994
Maternal and Child Health Special Projects	November 30, 1993	Not Applicable
Indian Health	December 15, 1993	January 1, 1994
Migrant Health	September 1, 1993	January 1, 1994
Refugee Health	Within 30 days of receipt of completed application	October 1, 1993
Dental Health Program Grants		
—Dental Sealant Demonstration	August 20, 1993	October 1, 1993
—All Others	October 1, 1993	January 1, 1994
ASSIST Tobacco Use Prevention	July 31, 1993	October 1, 1993
Minnesota Healthy Communities Program	October 15, 1993	January 1, 1994
Minnesota Breast & Cervical Cancer Program	To be announced	To be announced
Home Visiting Projects to Prevent Child Abuse	October 15, 1993	January 1, 1994
Injury Prevention Grants	December 17, 1993	January 1, 1994
Statewide Consumer Education and Wellness Services	To be announced	January 1, 1994

Duration of Funding

Funding for the full award period of all grants will be dependent upon federal and state appropriations.

Minnesota Department of Health Grant Managers

The staff at the Minnesota Department of Health listed below are available for further information regarding the special grants.

Special Supplemental Food Program for Women, Infants and Children (WIC)

Mary Donohue, Section Chief
WIC Program
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5115

Family Planning Special Projects and Hotline

Erica L. Fishman
Family Planning/Reproductive Health Unit
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5267

Indian Health

Wayne Carlson, Assistant Director
Division of Community Health Serv.
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5595

Migrant Health

Wayne Carlson, Assistant Director
Division of Community Health Serv.
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5595

Maternal and Child Health Special Projects

Ronald G. Campbell
Section of Maternal and Child Health Technical Services
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5539

Dental Health Program Grants

Mildred Hottman Roesch
Dental Health Section
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5529

ASSIST Tobacco Use Prevention

Holly Loeffler
Health Promotion and Education
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5281

Minnesota Healthy Communities Program

Jim Bluhm
Health Promotion and Education
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5731

Refugee Health

Carol Berg
Refugee Health Unit
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5693

Minnesota Breast & Cervical Cancer Control Program

Mark Schoenbaum
Cancer Control Section
Minnesota Department of Health
P.O. Box 9441
Minneapolis, MN 55440
612/627-5464

Home Visiting Project to Prevent Child Abuse and Neglect

Lorene Wedeking
Home Visiting Program
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5235

Injury Prevention Grants

Laurel Briske
Health Promotion and Education
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5202

Statewide Consumer Education and Wellness Services

Lee Kingsbury
Health Promotion and Education
Minnesota Department of Health
717 Delaware Street SE
P.O. Box 9441
Minneapolis, MN 55440
612/623-5213

Department of Public Safety

Office of Traffic Safety

Notice of Availability of Grants to Counties for Intensive Probation Programs for Repeat DWI Offenders

In 1992, the Minnesota Legislature created a grant program to help counties establish or expand intensive probation programs for repeat DWI offenders (*Minnesota Statutes* 169.1265). The Department of Public Safety has contracted with the firm of Speltz, Dorsey, Smaby and Associates to administer the program.

The Legislature appropriated \$500,000 for the program, and it is anticipated 10 to 15 counties will be funded. A county or a group of two or more counties jointly are eligible to apply.

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The full request for proposals describing eligibility criteria, application content, and application procedures will be sent directly to Chief Judges, County Administrators, and Directors of Corrections on March 8, 1993. Others may call or write to request a copy:

Kate Speltz
SDS and Associates
1004 Thomas Avenue
Saint Paul, MN 55104
(612) 647-0867

The complete application must be received by 4:00 p.m. April 8, 1993 by:

Kathryn Swanson
Office of Traffic Safety
Department of Public Safety
207 Transportation Building
Saint Paul, MN 55155

Department of Trade and Economic Development

Minnesota Job Skills Partnership Board

Grant Proposals Sought from Educational and Other Non-Profit Organizations for Training Programs Designed for Specific Businesses

At their June 21, 1993 meeting, the MJSP Board will be considering grant proposals submitted by May 21, 1993. Projects will be starting with the new grant round beginning July 1, 1993, subject to the availability of funds.

Please contact the Partnership office at 612/296-0388 for details regarding grant proposal instructions.

Department of Trade and Economic Development

Community Development Division

Final Statement on Distribution of Small Cities Community Block Grant Funds

Federal fiscal year 1993 Community Development Block Grant (CDBG) funds, made available to the State for distribution to nonentitlement areas will be distributed in accordance with administrative rules adopted in Chapter 4300. The State of Minnesota will administer an allocation of \$22,516,000. A draft Final Statement was published in the *State Register* on January 19, 1993, and a public hearing to receive comments was conducted on February 1, 1993. The text of the Final Statement follows:

Chapter 4300 Community Block Grants

Subp. 1. **Scope.** As used in this chapter, the following terms have the meanings given them.

Subp. 2. **Application year.** "Application year" means the state fiscal year beginning July 1 and ending June 30.

Subp. 2a. **Commissioner.** "Commissioner" means the commissioner of the Minnesota Department of Trade and Economic Development.

Subp. 2b. **Community development application.** "Community development application" means the official consolidated application form as developed by the Department of Trade and Economic Development to be used to apply for funding assistance from various community assistance programs administered by the Community Development Division.

Subp. 3. **Community development need.** "Community development need." means a demonstrated deficiency in housing stock, public facilities, economic opportunities, or other services which are necessary for developing or maintaining viable communities.

Subp. 4. **Competitive grant.** "Competitive grant" means a grant application that is evaluated and ranked in comparison to other applications in the same grant category and includes housing, public facilities and comprehensive applications.

Subp. 5. **Comprehensive program.** "Comprehensive program" means a combination of at least two interrelated projects which are designed to address community development needs which by their nature require a coordination of housing, public facilities, or economic development activities. A comprehensive program must be designed to benefit a defined geographic area, otherwise known as a program area.

Subp. 5a. **Division.** "Division" means the Community Development Division in the Department of Trade and Economic Development to which the program is assigned.

Subp. 6. **Economic development project.** "Economic development project" means one or more activities designed to create new employment, maintain existing employment, increase the local tax base, or otherwise increase economic activity in a community.

Subp. 7. **Eligible activities.** "Eligible activities" means those activities so designated in *United States Code*, title 42, section 5305 (1981) and as described in *Code of Federal Regulations*, title 24, sections 570.200-570.207 (1981).

Subp. 8. **General purpose local government.** "General purpose local government" means townships as described in *Minnesota Statutes*, chapter 365; cities as described in *Minnesota Statutes*, chapters 410 and 412; and counties.

Subp. 9. **Grant.** "Grant" means an agreement between the state and an eligible recipient through which the state provides funds to carry out specified programs, services, or activities.

Subp. 10. **Grant closeout.** "Grant closeout" means the process by which the division determines that all applicable administrative actions and all required work have been completed by the grant recipient and the department.

Subp. 11. **Grant year.** "Grant year" means any period of time during which the United States Department of Housing and Urban Development makes funds from any federal fiscal year available to the state for distribution to local governments under *United States Code*, title 42, sections 5301-5316 (1981), and includes the period of time during which the division solicits applications and makes grant awards.

Subp. 11a. **Housing and community development needs assessment.** "Housing and community development needs assessment" means an analysis of priority community needs as required by Section 104 of the Housing and Community Development Act of 1974, *United States Code*, title 42, section 5304(b)(3).

Subp. 12. **Infrastructure.** "Infrastructure" means the basic physical systems, structures, and facilities, such as roads, bridges, water, and sewer, which are necessary to support a community.

Subp. 13. **Low and moderate income.** "Low and moderate income" means income which does not exceed 80 percent of the median income for the area.

Subp. 14. **Metropolitan city.** "Metropolitan city" means a city over 50,000 population or a central city of a standard metropolitan statistical area that receives entitlement grants under *United States Code*, title 42, section 5306 (1981) directly from the United States Department of Housing and Urban Development.

Subp. 15. **Nonentitlement area.** "Nonentitlement area" means an area that is not a metropolitan city or part of an urban county.

Subp. 16. [Repealed, 14 SR 1098].

Subp. 17. **Per capita assessed valuation.** "Per capita assessed valuation" means the adjusted assessed valuation divided by population.

Subp. 18. **Population.** "Population" means the number of persons who are residents in a county, city, or township as established by the last federal census, by a census taken pursuant to *Minnesota Statutes* 275.53, subd. 2, by a population estimate made by the Metropolitan Council, or by the population estimate of the state demographer made under *Minnesota Statutes* 116K.04, subd. 4, clause (10), whichever is most recent as to the stated date of count or estimate, up to and including the most recent July 1.

Subp. 19. **Poverty persons.** "Poverty persons" means individuals or families whose incomes are below the poverty level as determined by the most current data available from the United States Department of Commerce, taking into account variations in cost of living for the area affected.

Subp. 20. **Program.** "Program" means the community development block grant program for nonentitlement areas.

Subp. 21. **Program area.** "Program area" means a defined geographic area within which an applicant has determined that there exists a need for community development activities. A program area may be a neighborhood in a community or an entire community.

Subp. 22. **Program income.** "Program income" means gross income earned by the grant recipient from grant-supported activities, excluding interest earned on advances.

Subp. 23. **Project.** "Project" means one or more activities designed to meet a specific community development need.

Subp. 24. [Repealed, 14 SR 1098].

Subp. 25. **Slums and blight.** "Slums and blight" means areas or neighborhoods which are characterized by conditions used to describe deteriorated areas in *Minnesota Statutes* 462.421 or which are characterized by the conditions used to describe redevelopment districts in *Minnesota Statutes* 273.73, subd. 10.

Subp. 26. **Single-purpose project.** "Single-purpose project" means one or more activities designed to meet a specific housing or public facilities community development need within a defined program area.

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Subp. 27. **Urban county.** "Urban county" means a county which is located in a metropolitan area and is entitled to receive grants under *United States Code*, title 42, section 5306 (1981), directly from the United States Department of Housing and Urban Development.

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1098

NOTE: *Minnesota Statutes*, section 275.53, was repealed by *Laws of Minnesota 1981*, First Special Session, chapter 1, article 5, section 13.

4300.0200. Purpose

This chapter gives procedures for evaluating applications for grants and awarding them to eligible applicants by the Department of Trade and Economic Development under *United States Code*, title 42, sections 5301-5316 (1981), and regulations adopted in *Code of Federal Regulations*, title 24, part 570, and under *Minnesota Statutes*, section 116J.873.

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1098

4300.0300. Objective of the Program

The primary objective of this program is to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for persons of low and moderate income. Activities funded under this program shall not benefit moderate-income persons to the exclusion of low-income persons. All funded activities must be designed to:

A. Benefit low- and moderate-income persons;

B. Prevent or eliminate slums and blight; or

C. Alleviate urgent community development needs caused by existing conditions which pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet those needs.

MS s 116J.401; 116J.403

8 SR 1263; L 1987 c 312 art

4300.0400. Application of Federal Law

If it is determined that any provisions of parts 4300.0100 to 4300.3200 are inconsistent with federal law, federal law controls to the extent necessary to eliminate the conflict.

MS s 116J.401; 116J.403

L 1987 c 312 art 1

GRANT APPLICATION, EVALUATION, AND DETERMINATION

4300.1100. Types of Competitive Grants Available

Subp. 1. **Single-purpose grants.** The division shall approve grant applications for funding for single-purpose projects. The division shall place single-purpose grant applications in one of the following categories for purposes of evaluation:

A. Housing projects which include one or more activities designed to increase the supply or quality of dwellings suited to the occupancy of individuals and families; or

B. Public facilities projects which include one or more activities designed to acquire, construct, reconstruct, or install buildings or infrastructure which serve a neighborhood area or community.

Subp. 2. **Comprehensive grants.** The division shall approve comprehensive grants for two or more projects which constitute a comprehensive program as described in part 4300.0100.

Subp. 3. [Repealed 11 SR 2416].

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; 11 SR 2416; L 1987 c 312 art 1; 14 SR 1098

4300.1101. Economic Development Grants, Noncompetitive

The division shall approve grants for economic development projects for funding throughout the application year, or until the funds reserved have been exhausted.

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1098

4300.1200. Application Process and Requirements

Subp. 1. **Community development application manual.** The division shall make the community development application manual, additional instructional materials, and forms available on a year-round basis. The manual and additional materials and forms shall instruct applicants in the preparation of applications and describe the method by which the division will evaluate and rank applications.

Subp. 2. **Eligibility requirements.** Any unit of general purpose local government, including cities, counties, and townships located in a nonentitlement area or electing exclusion from an urban county under *United States Code*, title 42, section 5302 (1981), may apply for a grant. An eligible applicant may apply on behalf of other eligible applicants. Applications submitted on behalf of other applicants must be approved by the governing body of all local governments party to the application. An eligible applicant may receive only one competitive grant per grant year and no eligible applicant shall be included in more than one competitive application.

An eligible applicant may receive one economic development grant in addition to a competitive grant each application year.

Subp. 3. **Disqualification of applicants.** Applications from otherwise eligible applicants shall be disqualified where for previously awarded grants under these parts or awarded by the Department of Housing and Urban Development under *United States Code*, title 42, section 5306 (1981), it is determined by the division that any of the following conditions exist:

A. There are outstanding audit findings on previous community development grants and the grantee has not objected on a reasonable basis to the findings or demonstrated a willingness to resolve the findings;

B. Previously approved projects have passed scheduled dates for grant closeout and the grantee's ability to complete the project in an expeditious manner is in question; or

C. The applicant has not made scheduled progress on previously approved projects and the grantee's ability to complete the project in an expeditious manner is in question.

Subp. 4. **Contents of community development application.** The contents of a community development application must be consistent with the informational requirements of this chapter and must be on a form prescribed by the division. A complete community development application shall include, but not be limited to:

A. Needs narrative, summarizing the needs for the proposed projects;

B. Project summary, summarizing the activities to be completed and the scope of the project;

C. Activities and budget, detailing the estimates associated with each proposed activity;

D. Assurances, necessary to comply with the federal or state requirements as a prerequisite to receiving state or federal funding;

E. Resolution, from the submission of the local government applicant approving the application and authorizing execution of the grant agreement according to the requirements of the Community Development Division if funds are made available; and

F. Supporting materials, attachments that are designed to verify or support information in items A to E.

The division may request additional information from the applicant if it is necessary to clarify and evaluate the application.

Subp. 5. **Time limit for submitting applications.** While competitive applications may be submitted at any time during the year, a formal yearly closing date for receipt of applications shall be established. Complete competitive applications shall be evaluated following the closing date for competitive applications. The notice must be published in the *State Register* at least 120 days before the closing date. Economic development project applications may be submitted at any time during the application year.

Subp. 6. **Regional review.** The applicant must submit a complete copy of the application to the Regional Development Commission, where such a commission exists, or the Metropolitan Council, where it has jurisdiction, for review and comment in accordance with *Minnesota Statutes* 462.391, subd. 3, or *Minnesota Statutes* 473.171, respectively.

MS s 116J.401; 116.403; 116J.873

8 SR 1263; 11 SR 2416; L 1987 c 312 art 1; 14 SR 1098

4300.1300. Evaluation of Applications

All applications shall be evaluated by the division. A fixed amount of points shall be established as the maximum score attainable by any application. Points shall be made available within each class of rating criteria according to parts 4300.1400 to 4300.1900. Economic development project applications must meet threshold criteria in order to be evaluated.

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1098

4300.1400. Comparison of all Competitive Applications, Demographic Points

Subp. 1. [Repealed, 14 SR 1384].

Subp. 2. **Evaluation of community need.** Up to 30 demographic points shall be awarded based on evaluation of community need,

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which shall include:

- A. The number of poverty persons in the area under the applicant's jurisdiction;
- B. The percentage of persons resident in the area under the applicant's jurisdiction who are poverty persons; and
- C. The per capita assessed valuation of the area under the jurisdiction of the applicant, such that points are awarded in inverse relationship to applicants' per capita assessed valuation.

Subp. 3. [Repealed, 14 SR 1384].

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1098; 14 SR 1384

4300.1500. Comparison of Competitive Applications Within Categories

After completing the general competition described in 4300.1400, the division shall place each application in the appropriate grant category in accordance with part 4300.1100. The categories are housing projects, public facilities projects, and comprehensive programs. Two hundred and ten of the total 240 points available for each application shall be awarded based on a comparison of the applications within each of the categories as further described in parts 4300.1600 to 4300.1900.

MS s 116J.401; 116.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1384

4300.1600. Evaluation of Housing Projects

Subp. 1. **Project need.** Up to 90 of the points available in the housing category competition shall be awarded by the division based on evaluation of the need for improvements or additions to the housing stock serving low- and moderate-income persons as evidenced by:

- A. Housing units that are occupied by low- and moderate-income persons and are either substandard or pose a threat to the health or safety of the occupants;
- B. An inadequate supply of affordable housing for low- or moderate-income persons; or
- C. Other documented conditions which give evidence of the need for improvements or additions to the housing stock serving low- and moderate-income persons.

Subp. 2. **Project impact.** Up to 90 of the points available in the housing category competition shall be awarded by the division based on evaluation of the extent to which the proposed activities will eliminate deficiencies in the housing stock serving low- and moderate-income persons.

Subp. 3. **Project cost-effectiveness.** Up to 30 of the points available in the housing category competition shall be awarded by the division based on:

- A. Evaluation of the extent to which the proposed activities will make cost-effective use of grant funds including coordination with, and use of, funds from other public and private sources; and
- B. Evidence that the cost of the proposed activities per benefitting household is reasonable.

MS s 116J.401; 116J.403; 116J.873

L 1987 c 312 art 1; 14 SR 1384

4300.1700. Evaluation of Public Facilities Projects

Subp. 1. **Project need.** Up to 90 of the points available in the public facilities category competition shall be awarded by the division based on evaluation of the extent to which the proposed activities are necessary to improve provision of public services to low- and moderate-income persons or to eliminate an urgent threat to public health or safety.

Subp. 2. **Project impact.** Up to 90 of the points available in the public facilities category competition shall be awarded by the division based on evaluation of the extent to which the proposed activities will reduce or eliminate the need identified under Subp. 1, and, in the case of activities designed to improve the provision of public services to low- and moderate-income persons, an evaluation of the extent to which the proposed activities directly benefit low- and moderate-income persons.

Subp. 3. **Project cost-effectiveness.** Up to 30 of the points available in the public facilities category competition shall be awarded by the division based on evaluation of the extent to which the proposed activities will make cost-effective use of grant funds, including consideration of:

- A. The extent to which the requested grant funds are necessary to finance all or a portion of the costs;
- B. Evidence that the cost of the proposed activities per benefitting household or person is reasonable; and

C. The extent to which the project benefits existing, rather than future, population, except in cases where the proposed activities are necessary due to expected development or growth which is beyond the applicant's control.

MS s 116J.401; 116J.403; 116J.873

L 1987 c 312 art 1; 14 SR 1384

4300.1800. [Repealed, 8 SR 1263].

4300.1900. Evaluation of Comprehensive Program Projects

Subp. 1. **Program need.** Up to 90 of the points available in the comprehensive program category competition shall be awarded by the division based on evaluation of need for the proposed comprehensive program, including consideration of:

- A. The number of low- and moderate-income persons in the program area;
- B. The percentage of residents in the program area which are of low- or moderate-income; and

C. The need for the proposed comprehensive program as evidenced by at least two of the following: the need for improvements or additions to the housing stock serving low- and moderate-income persons, the need for new or improved public facilities in the program area, or employment problems in the program area.

Subp. 2. **Program impact.** Up to 90 of the points available in the comprehensive program category competition shall be awarded by the division based on evaluation of the extent to which the proposed comprehensive program will eliminate or reduce the need identified under Subp. 1, and the extent to which the proposed program will improve the long-term physical or economic condition of the program area and its residents.

Subp. 3. **Program cost-effectiveness.** Up to 30 of the points available in the comprehensive program category competition shall be based on evaluation of the extent to which the proposed comprehensive program will make cost-effective use of grant funds, including consideration of coordination with, and use of, funds from other public and private sources.

MS s 116J.401; 116J.403; 116J.873

L 1987 c 312 art 1; 14 SR 1384

4300.1901. Evaluation of Economic Development Projects

Subp. 1. **In general.** Evaluation of economic development applications consists of eligibility threshold screening and project review. Applications must meet the eligibility thresholds in order to be referred for project review. Applications that fail to meet eligibility thresholds may be revised and resubmitted.

Subp. 2. **Federal and state eligibility thresholds.** Applicants shall provide a description of the ways that activities address one of the federal objectives described in Part 4300.0300. Each activity proposed for funding must be eligible under current federal regulations.

Applicants shall describe how they will meet two of the three following thresholds based on state economic development objectives:

- A. Creation or retention of permanent private sector jobs;
- B. Stimulation or leverage of private investment; or
- C. Increase in local tax base.

Subp. 3. **Project review.** Applications that meet eligibility thresholds will be awarded points by the division based on evaluation of the two rating categories: project design and financial feasibility. Applications must attain at least 400 of the 600 available points for economic development to be recommended for funding.

Applications must score at least half of the points available in each of the two rating categories.

Four hundred points will be awarded based on an evaluation of project quality including an assessment of need, impact, and the capacity of the applicant to complete the project in a timely manner. Consideration of need for an economic development project must be based on deficiencies in employment opportunities and circumstances contributing to economic vulnerability and distress. Consideration of impact must be based on the extent to which the project reduces or eliminates the need. Consideration of capacity must be based on demonstration of administrative capability, realistic implementation schedules, and the ability to conform to state and federal requirements.

Two hundred points will be awarded based on an evaluation of the effective use of program funds to induce economic development. Consideration of financial feasibility must include investment analysis, commitment of other funds, and other factors relating to the type of program assistance requested.

Subp. 4. **Funding recommendations.** Applications that attain at least 400 points will be recommended to the commissioner for funding. Applications not recommended for funding may be revised and resubmitted.

MS s 116J.401; 116J.403; 116J.873

8 SR 1263; L 1987 c 312 art 1; 14 SR 1384

State Grants

4300.2000. Determination of Grant Awards

Subp. 1. **Funds available for grants.** The amount of funds available for grants shall be equal to the total allocation of federal funds made available to the state under *United States Code*, title 42, section 5306, after subtracting an amount for costs available to the division for administration of the program, as allowed by that law, plus any money made available by the state legislature. The division is not liable for any grants under this chapter until funds are received from the United States Department of Housing and Urban Development.

Subp. 2. **Division of funds.** Of the federal funds available for grants in each grant year, 30 percent shall be reserved by the division to fund single-purpose grants, 15 percent shall be reserved for economic development grants, and 55 percent shall be reserved by the division to fund comprehensive grants. However the division may modify the proportions of funds available for single-purpose and comprehensive grants if, after review of all applications, it determines that there is a shortage of fundable applications in either category.

At least 30 percent of the funds made available for single-purpose grants shall be awarded for applications in each of the two categories: housing and public facilities. However, no application with a rating below the median score for its category shall be funded by the division solely for the purpose of meeting this requirement.

If there are unawarded economic development funds available at the end of the application year, two-thirds of the remaining funds will be available for competitive single-purpose projects and one-third will be available for economic development projects during the next application year.

Subp. 3. **Funding list.** Within each grant category, a list of applications shall be prepared in rank order of the scores received after evaluation pursuant to Parts 4300.1300 to 4300.1900. Based on these lists, and subject to the availability of funds within each category, applications with the highest rank shall be recommended to the commissioner for funding. In the case of a tie between any two applications within any category, the application with the higher demographic points shall receive the higher ranking on the list.

Subp. 4. **Approval by commissioner.** The list of applications recommended for funding, including recommended grant awards, shall be submitted by the division to the commissioner for approval. A decision by the commissioner not to approve any application recommended for funding must be made in writing to the applicant, giving reasons for disapproval.

Subp. 5. **Reduction in amount requested.** The division may recommend an application for funding in an amount less than requested if, in the opinion of the division, the amount requested is more than is necessary to meet the applicant's need. If the amount of the grant is reduced, the reasons for the reduction shall be given to the applicant.

Subp. 6. **Grant ceilings.** No competitive single-purpose grant may be approved for an amount over \$600,000. No comprehensive grant may be approved for an amount over \$1,400,000. No economic development grant may be approved for an amount over \$500,000.

MS s 116J.401; 116J.403; 116J.873

8 SR 1236; 11 SR 2416; L 1987 c 312 art 1; 14 SR 1384

CONTRACTS AND RECORDS

4300.3100. Grant Agreements

Subp. 1. **Grant contract required.** A grant contract shall be offered to each applicant whose application is approved for funding. The contract must be signed by a person authorized to commit the applicant to legally binding agreements and to execute the contract.

Subp. 2. **Contents of grant contract.** The grant contract must include:

A. A work program which indicates completion dates for major parts of the project and a projected budget supporting the work program;

B. A description of the manner in which payments will be made to grant recipients; and

C. Assurances that the grant recipient will comply with all applicable state and federal laws, including at least the federal laws or regulations for which the state is made responsible for enforcement in *Code of Federal Regulations*, title 24, sections 570.495 and 570.496.

Subp. 3. **Use of program income.** Program income from sources such as reimbursements to and interest from a grant recipient's loan program, proceeds from disposition of real property and proceeds from special assessments must be used for eligible activities. The division shall reduce future grant payments by the amount of any unobligated program income that an applicant has and shall take whatever additional action is necessary to recover any remaining amounts owed. In accordance with *Code of Federal Regulations*, title 24, section 570.494(b)(4), interest earned by grant recipients on grant funds before disbursement is not program income, and it must be returned to the United States treasury.

Subp. 4. **Grant account required.** Grant recipients must establish and maintain separate accounts for grant funds.

Subp. 5. **Restrictions on use of funds.** No grant funds shall be used to finance activities not included in the grant agreement. If it is determined that an improper use of funds has occurred, the division will take whatever action is necessary to recover improperly

spent funds.

Subp. 6. **Suspension of payments.** The division shall suspend payments of funds to grant recipients that are not in compliance with applicable state and federal laws, rules, and regulations. Grant recipients must return funds which are improperly expended.

Subp. 7. **Amendments to the agreement.** Amendments to the grant agreement must be in writing.

MS s 116J.401; 116J.403; 116J.873

11 SR 1042; 11 SR 2416; L 1987 c 312 art 1; 14 SR 1384

4300.3200. Recordkeeping and Monitoring

Subp. 1. **Financial records.** Grant recipients shall maintain financial records which identify the source and application of funds for grant-supported activities. These records must contain information about grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays, income, and other information required by the division under the responsibilities it assumes under *Code of Federal Regulations*, title 24, section 570.497(b). Financial records, supporting documents, statistical records, and all other reports pertinent to a grant must be retained by the grant recipient for three years from the date of submitting the final financial report. No such records or documents may be disposed of while audits, claims, or litigations involving the records are in progress.

Subp. 2. **Audits.** Grant recipients must arrange for and pay for an acceptable independent audit prepared in compliance with OMB Circular A-128, which was published in the *Federal Register*, volume 50, number 188, page 39083, on September 27, 1985, and the Single Audit Act of 1984, Public Law Number 98-502, codified as *United States Code*, title 31, sections 7501-7507. Costs incurred pursuant to this requirement are eligible under this program.

Subp. 3. **Financial status reports.** Grant recipients shall file financial status reports at the close of each reporting period as designated by the division and shall file a final financial report before grant closeout. Financial status reports must be on forms prescribed by the division. The division may not require these reports more often than quarterly.

Subp. 4. **Performance report.** Grant recipients shall also file performance reports at the close of each reporting period as designated by the division and shall file a final performance report before grant closeout. Performance reports shall be on forms prescribed by the division. The division may not require these reports more often than quarterly.

Subp. 5. **Access to records.** Representatives of the department, either the state auditor or legislative auditor as is appropriate, and federal auditors shall have access to all books, records, accounts, reports, files, and other papers, things, or property belonging to grant recipients which are related to the administration of grants and necessary for audits and monitoring compliance with parts 4300.0100 to 4300.3200.

MS s 116J.401; 116J.403; 116J.873

11 SR 2416; L 1987 c 312 art 1; 14 SR 1384

Proposed Distribution of Funds

The amount of Federal CDBG funds for FY 1993 for use by the Small Cities Development Program is expected to be \$22,516,000. To paraphrase and summarize the administrative rules for this program, two percent plus \$100,000 of the available funds will be used by DTED for administration of the grant program. The remainder will be distributed as follows: 15 percent will be reserved for economic development grants; 30 percent will be reserved for single-purpose housing or public facilities grants; and 55 percent will be reserved for comprehensive grants. A more detailed description of this process has been identified previously in the Final Statement as *Minnesota Rules* 4300.1100 through 4300.2000.

Proposed Use of Funds for Activities That Will Benefit Persons of Low- and Moderate-Income

The purpose of the Small Cities Development Program is to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for persons of low and moderate income. Activities funded under this program shall not benefit moderate income persons to the exclusion of low-income persons. All funded activities must be designed to:

- a) Benefit low- and moderate-income persons;
- b) Prevent or eliminate slums and blight; or
- c) Alleviate urgent community development needs caused by existing conditions which pose a serious and immediate threat to the health or welfare of the community, where other financial resources are not available to meet those needs.

Under the Housing and Community Development Act of 1974, as amended, at least 70 percent of the funds must be used for activities that principally benefit low and moderate income persons. The Department of Trade and Economic Development, Community Development Division, estimates that up to 80 percent of the funds will be used to benefit persons of low and moderate income.

State Grants

Recaptured and Reallocated Funds

If FY '85 through FY '93 grant funds are returned to the Minnesota Department of Trade and Economic Development, Community Development Division, following audit resolution or project closeout, reuse of the funds will be conducted using one of two methods.

1. Fifteen percent could be used for funding economic development projects any time during the year following the recapture of funds. Eighty-five percent of the funds will be reserved for emergency, urgent need projects; or
2. All recaptured funds could be reserved for funding emergency, urgent need projects.

With either option, a balance of recaptured FY '85 through FY '93 funds will be carried forward only until the point at which competitive grant awards are made. Any balance of recaptured or reallocated funds that exists at the time grants are awarded for the annual competitive grant cycle will be used to finance new competitive or economic development projects. Further, fifteen percent of the recaptured funds will be used for economic development projects. Eighty-five percent of the recaptured funds will be used to finance competitive projects.

Following is the criteria under which emergency urgent-need projects could be funded:

- a. Applications for emergency urgent need could be submitted at any time during the year.
- b. The problem poses a serious and immediate threat to the health or welfare of the community.
- c. The problem is of recent origin or has recently become urgent. To qualify for emergency, urgent-need funds, recent is defined to mean that a problem has to become urgent no earlier than 60 days before the last competitive application deadline.
- d. The applicant can document inability to finance the project on its own and other resources to sufficiently finance the project are not available.
- e. The project would have to score well enough in the rating system to have received a grant, had an application been submitted during the last competitive cycle.

The recaptured and reallocated fund distribution methodology identified above is the same methodology which appeared in the previous Final Statement.

Distribution of Program Income

Any program which is derived from the use of federal CDBG funds may be retained and used by the recipient communities in accordance with section 570.489(e). The state will require advance approval of grantee use of program income. Normally, state approval of grantees' reuse of program income will routinely occur when the grantee pledges to use the program income to continue the same activity from which the program income was derived. While most "activity" definitions are clearly stated in section 105(a) of the "Housing and Community Development Act, additional clarification is necessary in regard to rehabilitation. For the purposes of collecting and disbursing program income, rehabilitation will be divided into separate subactivities. In other words, separate funds will be allowed for the following rehabilitation subactivities: Commercial, Owner-Occupied single family residential, Owner-Occupied multi-family residential, Rental single family residential, Rental multi-family residential.

Description of the Use of Funds in the 1992 Small Cities Community Development Block Grant Program

For the 1992 grant program, \$21,212,000 in federal fiscal year 1992 funds was available for grants to eligible applicants for the Small Cities Development Program. Under the administrative rules for the SCDP, economic development applications are accepted on a year-round basis and competitive single-purpose and comprehensive applications had an application deadline of September 1, 1991. The rules for the program establish the availability of 15 percent of the funds for economic development, 30 percent of the funds for single-purpose projects, and 55 percent of the funds for comprehensive programs. The rules also provide for the alteration of these percentages when a shortage of fundable applications occur in any specific category.

Upon completion of the competitive review and ranking process, 34 awards were made on February 10, 1992. The Department of Trade and Economic Development concludes that funds were awarded in accordance with the State's administrative rules for the program.

A formal Performance/Evaluation Report (PER) which provides a detailed description of the use of FY '84 through FY '92 funds is available from this office for public inspection. A copy of the PER is also available at the Minneapolis/St. Paul HUD office.

Assessment of the Relationship of 1992 Funds to State and Federal Objectives

As in previous years, for the 1992 grant program, the Minnesota Department of Trade and Economic Development, Community Development Division, adopted the national objectives for the Community Development Block Grant program. Under these objectives, all funded activities must be designed to:

- a) Benefit low- and moderate-income persons;
- b) Prevent or eliminate slums or blight; or

Professional, Technical & Consulting Contracts

c) Alleviate urgent community development needs caused by existing conditions, which pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet those needs.

Based on the FY '92 award, at least 70% must be awarded for activities designed to benefit persons of low and moderate income. To date, DTED has awarded over 76 percent of our total FY '92 grant award for activities which benefit low- and moderate-income persons. The remainder of the funds currently awarded for grants has been awarded for activities designed to prevent or eliminate slums and blight or alleviate an urgent community development need.

The funds budgeted for planning and administration include both the funds retained by the Minnesota Department of Trade and Economic Development for administration of the program and funds awarded to units of general local government for planning and administration of their grants. No more than 20 percent of the block grant can be used for planning and administration.

To date, for the 1992 grant program, the Minnesota Department of Trade and Economic Development, Community Development Division, and the 1992 grant recipients budgeted approximately \$1.15 million for planning and administration. These funds amount to just over five percent of the block grant, well below the 20.0 percent limit.

This figure is consistent with previous years' administrative amounts.

In addition to meeting one of the federal objectives listed above, economic development set aside grants must meet at least two of the following state objectives:

- a) Creation or retention of permanent private sector jobs, with a minimum threshold of one job created or retained for each \$20,000 of grant funds;
- b) Leverage of private investment, with a minimum threshold of one dollar private funds for each grant dollar requested; and
- c) Increase the local tax base, with a minimum threshold of an estimated 50 percent increase in the value of the parcel involved.

All economic development set aside grants awarded to date have met the state job creation/retention objective and the private investment objective. In addition, jobs will be held by, and/or available to low- and moderate-income persons.

Based upon analysis of the 1992 Small Cities Development Program, The Minnesota Department of Trade and Economic Development, Community Development Division, concludes that the 1992 grant program fully met state and national objectives for award of funds.

Professional, Technical & Consulting Contracts

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

Department of Administration

Information Policy Office

Information Sought on Commercially Available Systems Development Methodologies

The purpose of this request for information is to identify available systems development methodologies. State agencies may select systems development methodologies from the information provided. The information will also allow us to determine what methodologies will support our state agency's unique systems development environments while complying with statewide information architecture policies.

A copy of the request for information can be obtained by calling or writing:

Steve Gustafson
Information Policy Office
320 Centennial Office Building
658 Cedar Street
St. Paul, Minnesota 55155
(612) 297-2262

Responses to the request for information must be received before 4:30 p.m. on April 2, 1993.

Professional, Technical & Consulting Contracts

Department of Education

Data Collection Needs/Data and Information Technology Architecture Contract

The Minnesota Department of Education, as lead agency for Minnesota's Part H Program (an interagency program with the Departments of Health and Human Services), is requesting proposals from qualified firms and individuals to conduct an analysis of the program's data collection needs and resources and develop a data architecture and information technology architecture for the program. The end products would include, but not necessarily be limited to the following: 1. Summary of Regional Interagency Joint Needs Assessment Sessions; 2. Data Architecture; 3. Information Technology Architecture; 4. Tactical Information Plan; 5. Recommendations for Purchase of Hardware, Software and Training.

Copies of the RFP may be obtained by contacting Erik Aasland, Maternal and Child Health Division, Minnesota Department of Health at (612) 623-5138. Proposals must be received by 4:00 p.m. April 1, 1993.

Department of Employee Relations

Request for Proposals (RFP) for Provision of Disability Management and Job Placement Services

The Minnesota Department of Employee Relations (DOER) is soliciting bids from qualified vendors in different geographic locations throughout the state to provide disability management and job placement services to injured state employees covered by the state's self-insured workers' compensation program. These services must comply with all applicable laws and administrative rules governing the operation of workers' compensation programs and must meet all specifications provided as part of this RFP. A complete statement of the state's requirements and other terms and conditions governing this RFP may be obtained by contacting:

Frances Williams
Disability Management Coordinator
Minnesota Department of Employee Relations
Employee Insurance Division
Workers' Compensation
P.O. Box 64801
St. Paul, Minnesota 55155-0081
(612) 297-2583
or leave message with
(612) 297-3522 Jeanne Hosch

All proposals must be received by DOER by 4:30 p.m. on April 9, 1993. Late proposals will not be accepted. Fifteen copies of the proposal must be submitted in a sealed mailing envelope or package with vendor's name and address written on the outside, and with evidence of the vendor's compliance with the Minnesota Human Rights Act attached to the envelope or package.

A vendor conference for interested vendors is scheduled for 9:30 a.m. on Thursday, March 18, 1993. Those interested in attending must call Ms. Frances Williams for reservations.

Department of Health

Community Health Services Division

Emergency Medical Services Section

Notice of Availability of Funds to Improve the Recruitment and Retention of Volunteer Ambulance Personnel

The Commissioner of Health announces the availability of funds to conduct a survey of the personnel needs and resources and the recruitment and retention activities of volunteer ambulance services in Minnesota. Funding from the FY93 National Highway Traffic Safety Administration (NHTSA) 402 grant of up to \$10,000 will be available until September 30, 1993 to complete this project.

This announcement does not obligate the Commissioner to fund proposed projects, and the right is reserved to modify or cancel the solicitation if it is deemed in the right interest of the State to do so.

This survey will result in two products: 1) a report to the MDH describing the EMS personnel needs and resources of Minnesota's ambulance services, and 2) a reference and guidebook to assist Minnesota ambulance services to successfully recruit and retain qualified volunteer personnel.

Interested parties must indicate their intent to submit a proposal in a letter to be received at the address listed below not later than

4:30 p.m. on Friday, March 5, 1993. Copies of the Request for Proposal including complete instructions for submitting a proposal will be mailed Monday, March 8, 1993, to parties submitting letters of intent.

Please submit letters of intent to:

Mr. Lynn Boergerhoff
Emergency Medical Services Section
Minnesota Department of Health
717 Delaware Street SE
Minneapolis, Minnesota 55440-9441
(612) 623-5495

Minnesota Center for Arts Education

Notice of Request for Proposal for Evaluation of Minnesota Arts eXperience

The Minnesota Center for Arts Education is seeking proposals from qualified individuals or organizations to evaluate the 1993 Minnesota Arts eXperience (MAX), a series of 41 workshops providing arts instruction to students and teachers (K-12), in over 60 statewide locations. The individual or organization will have demonstrated experience in, and commitment to, evaluating arts education programs for K-12 teachers and students.

The specific services to be provided under this contract are outlined in detail in the Minnesota Arts eXperience Request for Proposal (RFP) Statement of Project Scope and Tasks. The formal RFP may be requested from:

Nancy Engin-Wedin, Assistant Director, Resource Programs
Minnesota Center for Arts Education
6125 Olson Memorial Highway
Golden Valley, Minnesota 55422
(612) 591-4700 or 1-800-657-3515 (toll free)

It is anticipated that the cost of the contracted service, as described in the Request for Proposals, is to be provided during the contract period from Phase I, May 15, 1993 to June 30, 1993, and Phase II, July 1, 1993 to February 19, 1994, and will not exceed a total of \$20,000.00.

The deadline for submission of proposals is 4:00 p.m., Friday, April 9, 1993. *Late proposals will not be accepted.* Selections will be made by April 16, 1993. Proposals should be submitted to Nancy Engen-Wedin, Assistant Director, Resource Programs.

Pollution Control Agency

Notice of Request for Statements of Qualifications of Consultants to Assist in Preparation of an Environmental Impact Statement

The Minnesota Pollution Control Agency (MPCA) is seeking to develop a list of qualified consultants for the preparation of an Environmental Impact Statement (EIS) for the proposed Environmental Recovery Systems of Minnesota Inc. (ERS) Municipal Solid Waste Composting and Recycling Facility in Welch Township, Goodhue County, Minnesota.

The MPCA staff intends to utilize a two-stage process in the selection of a consultant(s) to assist in the preparation of the EIS. The first stage, which is initiated by the publication of this notice, will consist of a review of qualifications of consultant contractors to assist in the preparation of the EIS. Qualifications of responding contractors will be reviewed and a list of qualified contractors will be prepared. In response to the Request for Statements of Qualifications, interested parties should provide information on their specific experience with designing or reviewing municipal solid waste (MSW) composting facilities and/or co-composting facilities, familiarity with the various types of MSW composting and co-composting technologies, experience with air emission issues related to composting and/or other comparable facilities with large odor production, experience with process controls as a function of MSW compost/co-compost operations, and experience in preparing EISs.

During the second phase of selection, Request for Proposals (RFPs) and a project work plan will be sent to the contractors on the list of qualified contractors, and the contractor will be selected from the list of those contractors responding to the RFP.

This notice of Request for Statement of Qualifications does not obligate the MPCA to enter into a contract for services, or otherwise reimburse any party for services or products provided. The MPCA reserves the right to reject any and all submittals.

Persons interested only in receiving a copy of the Request for Statements of Qualifications should contact:

Ms. Patricia Kiesling

Professional, Technical & Consulting Contracts

Environmental Analysis Office
Minnesota Pollution Control Agency
520 Lafayette Road
St. Paul, Minnesota 55155
(612) 296-7797

Persons having questions about the nature of the project or the selection process may contact:

Mr. Kevin J. Kain
EIS Project Manager
Environmental Analysis Office
Minnesota Pollution Control Agency
520 Lafayette Road
St. Paul, Minnesota 55155
(612) 296-7432

Submittals must be submitted to the MPCA by April 9, 1993, or four weeks from the date of the first publication of this notice in the Minnesota State Register, whichever is later.

Non-State Public Bids and Contracts

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector.

It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

Metropolitan Council

Amended Notice of Request for Proposals for Aviation Consulting Services (Notice First Published on Jan. 25, 1993)

The Metropolitan Council is requesting proposals for technical and professional services for preparation of the 1993 Annual Contingency Planning Assessment and a Major Airport Protection Analysis, which also includes some continuous airport system planning activities. Proposals may be submitted for one or both projects.

- **1993 Annual Contingency Planning Assessment** – The purpose of this RFP is to monitor and anticipate trends and conduct an annual re-evaluation of the assumptions underlying the Twin Cities' major airport dual-track planning and development strategy. This assessment will help establish the type, timing and level of development recommended for Minneapolis-St. Paul International Airport (MSP) and/or site selection, land banking and development of a new major replacement airport.

- **Major Airport Protection Analysis** – The existing airport (MSP International) and the potential new major replacement airport create a number of land use compatibility issues. These large public investments need to be protected and operational and developmental impacts properly mitigated. The purpose of this RFP is to solicit services to assist in preparing information, conducting technical evaluations and defining overall major-airport/community development protection measures/strategies. These would ultimately be incorporated in an action plan to protect airport investments.

Also included is a major sub-element involving analysis of regional airport system issues. The purpose of this project is to provide technical assistance for responding to specific aviation issues (e.g. safety) that are related to the planning and development of the region's aviation system.

It is anticipated that the projects will be funded primarily by a grant from the Federal Aviation Administration. They will commence about June 1, 1993, and be completed by March 1, 1994. A disadvantaged business enterprise (DBE) participation goal has been approved for these projects. Five copies of all proposals should be submitted to the Metropolitan Council, Mears Park Centre, 230 E. Fifth Street, St. Paul, Minnesota 55101, attention Chauncey Case. The deadline for submission is 5:00 p.m., March 22, 1993. Request copies of the RFP's by calling (612) 291-6342 or (612) 291-0904 (TDD).

Awards of State Contracts and Advertised Bids

Pursuant to the provisions of Minn. Stat. § 14.10, an agency must make reasonable effort to publicize the availability of any services contract or professional and technical services contract which has an estimated cost of over \$2,000.

Commodities contracts with an estimated value of \$15,000 or more are listed under the Materials Management Division, Department of Administration. All bids are open for 7-10 days before bidding deadline. For bid specifics, time lines, and other general information, contact the appropriate buyers whose initials appear in parentheses next to the commodity for bid, by calling (612) 296-6152.

Department of Administration

Contracts and Requisitions Open for Bid: Call 296-2600 for information on a specific bid, or to request a specific bid.

COMMODITY CODE KEY

A = Sealed Bid
B = Write for Price
C = Request for Proposal
D = Request for Information
E = \$0-\$1,500 Estimated Dollar Value
F = \$1,500-\$5,000 Estimated Dollar Value

G = \$5,000-\$15,000 Estimated Dollar Value
H = \$15,000-\$50,000 Sealed Bid
I = \$50,000 and Over Sealed Bid/Human Rights Compliance Required

J = Targeted Vendors Only
K = Local Service Needed
L = No Substitute
M = Installation Needed
N = Pre-Bid Conference
O = Insurance or Bonding Required

Materials Management Division: Commodities and Requisitions Awarded

Item: Telecommunication Equipment, Miscellaneous
Req.#: 29001-25688-01
Awarded to: AT&T Information Systems, Bloomington, MN
Awarded amount: \$403.56
Awarded date: March 2, 1993
Expir/deliv date: March 2, 1993
Shipped to: Department of Natural Resources

Item: Truck, Light (Contract)
Req.#: 37001-30891-01
Awarded to: Thane Hawkins Polar Chevrolet, White Bear Lake, MN
Awarded amount: \$11,036.00
Awarded date: March 2, 1993
Expir/deliv date: June 1, 1993
Shipped to: Minnesota Academy for the Deaf

Item: Faucet
Req.#: 78830-11634-01
Awarded to: Globe, Inc., St. Cloud, MN
Awarded amount: \$1,094.40
Awarded date: March 2, 1993
Expir/deliv date: March 8, 1993
Shipped to: Minnesota Correctional Facility

Item: Plumbing Supplies, Miscellaneous
Req.#: 78830-11635-01
Awarded to: Globe, Inc., St. Cloud, MN
Awarded amount: \$303.36

Awarded date: March 2, 1993
Expir/deliv date: March 8, 1993
Shipped to: Minnesota Correctional Facility

Item: Meat
Req.#: 78830-11625-01
Awarded to: Professional Food Systems, South St. Paul, MN
Awarded amount: \$17,323.28
Awarded date: March 2, 1993
Expir/deliv date: March 29, 1993
Shipped to: Minnesota Correctional Facility

Item: Boilers, Industrial, Parts and Supplies
Req.#: 78830-11636-01
Awarded to: Lee Plumbing & Heating, Thief River Falls, MN
Awarded amount: \$310.00
Awarded date: March 2, 1993
Expir/deliv date: March 8, 1993
Shipped to: Minnesota Correctional Facility

Item: Generator and Generator Sets, Electrical
Req.#: 79382-02578-01
Awarded to: ABM Equipment & Supply, Hopkins, MN
Awarded amount: \$25,465.16
Awarded date: March 2, 1993
Expir/deliv date: April 13, 1993
Shipped to: Minnesota Department of Transportation

Item: Bit, Core Drill, Diamond
Req.#: 79800-04133-01
Awarded to: Elliott Diamond, Inc., Largo, FL
Awarded amount: \$3,143.74
Awarded date: March 2, 1993
Expir/deliv date: March 31, 1993
Shipped to: Minnesota Department of Transportation

Item: Computer Equipment, Miscellaneous
Req.#: 04661-32021-01
Awarded to: Mac Warehouse, South Norwalk, CT
Awarded amount: \$944.00
Awarded date: March 2, 1993
Expir/deliv date: March 12, 1993
Shipped to: Minnesota Department of Agriculture

Item: Software, Personal Computer
Req.#: 07300-41764-01
Awarded to: Megg Assoc., Richmond, VA
Awarded amount: \$3,500.00
Awarded date: March 2, 1993
Expir/deliv date: March 15, 1993
Shipped to: Department of Public Safety

Awards of State Contracts and Advertised Bids

Item: Van, Modification, Handicap
Req.#: 21605-03374-01
Awarded to: Christianson Ruth, Milaca, MN
Awarded amount: \$4,000.00
Awarded date: March 2, 1993
Expir/deliv date: March 17, 1993
Shipped to: Various Locations

Item: Paper, Fine, Miscellaneous
Req.#: 21200-53846-01
Awarded to: Anchor Paper Company, St. Paul, MN
Awarded amount: \$1,700.00
Awarded date: March 2, 1993
Expir/deliv date: March 8, 1993
Shipped to: Minnesota Department of Jobs & Training

Item: Software, Custom
Req.#: 26073-24412-01
Awarded to: Logic Modeling, Beaverton, OR
Awarded amount: \$1,506.25
Awarded date: March 2, 1993
Expir/deliv date: March 20, 1993
Shipped to: St. Cloud State University

Item: Computer Accessories
Req.#: 26073-24418-01
Awarded to: Micro Tech, Seattle, WA
Awarded amount: \$490.00
Awarded date: March 2, 1993
Expir/deliv date: March 10, 1993
Shipped to: St. Cloud State University

Item: Musical Instruments, Brass
Req.#: 27156-11090-01
Awarded to: Schmitt Music Company, Brooklyn Center, MN
Awarded amount: \$1,856.00
Awarded date: March 2, 1993
Expir/deliv date: March 22, 1993
Shipped to: Normandale Community College

Item: Cleaner, Vacuum, Commercial
Req.#: 27153-10454-01
Awarded to: Ace Hardware, Sandstone, MN
Awarded amount: \$1,125.42
Awarded date: March 2, 1993
Expir/deliv date: March 24, 1993
Shipped to: North Hennepin Community College

Item: Fan, Circulating, Domestic
Req.#: 79990-00385-01
Awarded to: Grainger W W, Inc. St. Paul, MN
Awarded amount: \$1,241.37
Awarded date: March 2, 1993
Expir/deliv date: March 31, 1993
Shipped to: Minnesota Department of Transportation

Item: Laboratory/Science Equipment, Miscellaneous
Req.#: 80300-93210-01
Awarded to: Rosemount, Inc., Eagan, MN
Awarded amount: \$27,540.00
Awarded date: March 2, 1993
Expir/deliv date: March 15, 1993
Shipped to: Weights & Measures Division

Item: Laboratory/Science Equipment, Miscellaneous
Req.#: 80300-93229-01
Awarded to: Determan Welding & Tank, Fridley, MN
Awarded amount: \$19,125.00
Awarded date: March 2, 1993
Expir/deliv date: March 15, 1993
Shipped to: Weights & Measures Division

Item: Scale, Laboratory, Precision
Req.#: 80300-93228-01
Awarded to: Fisher Scientific Company, Itasca, IL
Awarded amount: \$13,200.00
Awarded date: March 2, 1993
Expir/deliv date: March 15, 1993
Shipped to: Weights & Measures Division

Item: Paint, Latex, White, Traffic Marking
Req.#: 79500-83507-01
Awarded to: Centerline Industries, Ennis, TX
Awarded amount: \$46,763.59
Awarded date: March 1, 1993
Expir/deliv date: May 28, 1993
Shipped to: Minnesota Department of Transportation

Item: Computer, Personal
Req.#: 79600-13067-01
Awarded to: Intergraph Corporation, Mendota Heights, MN
Awarded amount: \$18,240.00
Awarded date: March 1, 1993
Expir/deliv date: March 7, 1993
Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking
Req.#: 79650-00653-01
Awarded to: Centerline Industries, Ennis, TX
Awarded amount: \$34,422.19
Awarded date: March 1, 1993
Expir/deliv date: April 23, 1993
Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking
Req.#: 79800-04122-01
Awarded to: Centerline Industries, Ennis, TX
Awarded amount: \$67,504.80
Awarded date: March 1, 1993
Expir/deliv date: April 23, 1993
Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, Yellow, Traffic Marking
Req.#: 79800-04123-01
Awarded to: Centerline Industries, Ennis, TX
Awarded amount: \$76,388.40
Awarded date: March 1, 1993
Expir/deliv date: April 23, 1993
Shipped to: Minnesota Department of Transportation

Item: Blade, Cutting Edge (25) 3/4x5x4'
Req.#: 79800-04141-01
Awarded to: Kennametal, Inc., Latrobe, PA
Awarded amount: \$4,952.69
Awarded date: March 1, 1993
Expir/deliv date: March 5, 1993
Shipped to: Minnesota Department of Transportation

Awards of State Contracts and Advertised Bids

Item: Paint, Latex, Yellow, Traffic Marking

Req. #: 79900-73506-01

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$9,636.11

Awarded date: March 1, 1993

Expir/deliv date: March 26, 1993

Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking

Req. #: 79900-73507-01

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$62,636.04

Awarded date: March 1, 1993

Expir/deliv date: April 23, 1993

Shipped to: Minnesota Department of Transportation

Item: Lighting Supplies, Miscellaneous
Req. #: 79050-33271-01

Awarded to: Graybar Electric Company, Minneapolis, MN

Awarded amount: \$27,297.60

Awarded date: March 1, 1993

Expir/deliv date: June 1, 1993

Shipped to: Minnesota Department of Transportation

Item: Delineator/Marker, Highway Traffic

Req. #: 79000-33303-01

Awarded to: Maile Enterprises, New Hope, MN

Awarded amount: \$6,876.00

Awarded date: March 1, 1993

Expir/deliv date: March 30, 1993

Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking

Req. #: 79100-09363-01

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$90,406.91

Awarded date: March 1, 1993

Expir/deliv date: April 23, 1993

Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking

Req. #: 79150-00339-01

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$15,555.65

Awarded date: March 1, 1993

Expir/deliv date: April 23, 1993

Shipped to: Minnesota Department of Transportation

Item: Plotter, Computer

Req. #: 79200-04669-01

Awarded to: PC Tailors, Roseville, MN

Awarded amount: \$1,724.00

Awarded date: March 1, 1993

Expir/deliv date: March 12, 1993

Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking

Req. #: 79200-04660-01

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$281.27

Awarded date: March 1, 1993

Expir/deliv date: March 26, 1993

Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking

Req. #: 79400-03351-02

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$81,336.09

Awarded date: March 1, 1993

Expir/deliv date: April 23, 1993

Shipped to: Minnesota Department of Transportation

Item: Paint, Latex, White, Traffic Marking

Req. #: 79450-00800-02

Awarded to: Centerline Industries, Ennis, TX

Awarded amount: \$56,928.08

Awarded date: March 1, 1993

Expir/deliv date: March 26, 1993

Shipped to: Various Locations

Item: Floor Maintenance Equipment, Parts and Accessories

Req. #: 26073-24460-01

Awarded to: Merit Supply, Hopkins, MN

Awarded amount: \$5,201.00

Awarded date: March 1, 1993

Expir/deliv date: March 8, 1993

Shipped to: St. Cloud State University

Item: Hardware, Miscellaneous

Req. #: 32300-34869-01

Awarded to: Camden Industrial Supply, Minneapolis, MN

Awarded amount: \$1,366.56

Awarded date: March 1, 1993

Expir/deliv date: March 19, 1993

Shipped to: Minnesota Pollution Control Agency

Item: Sports Supplies, Miscellaneous

Req. #: 37001-30892-01

Awarded to: Walters Swim Supplies, Inc., Thiensville, WI

Awarded amount: \$536.60

Awarded date: March 1, 1993

Expir/deliv date: March 22, 1993

Shipped to: Minnesota Academy for the Deaf

Item: Service, Medical Equipment, Repair/Maintenance

Req. #: 55100-05112-01

Awarded to: James Phillips Company, Minneapolis, MN

Awarded amount: \$2,400.00

Awarded date: March 1, 1993

Expir/deliv date: March 2, 1993

Shipped to: Anoka-Metro Regional Treatment Center

Item: Auto (Contract)

Req. #: 55101-03200-01

Awarded to: Ron Becker, Hastings, MN

Awarded amount: \$8,681.00

Awarded date: March 1, 1993

Expir/deliv date: June 1, 1993

Shipped to: Fergus Falls Regional Treatment Center

Item: Laundry and Dry Cleaning Equipment, Miscellaneous

Req. #: 55303-93561-01

Awarded to: Texas Chemicals, Inc., Montgomery, MN

Awarded amount: \$855.00

Awarded date: March 1, 1993

Expir/deliv date: March 19, 1993

Shipped to: Faribault Regional Center

Awards of State Contracts and Advertised Bids

Item: Laundry Equipment Parts
Req.#: 55303-93565-01
Awarded to: Minnesota Chemical Company, St. Paul, MN
Awarded amount: \$1,019.41
Awarded date: March 1, 1993
Expir/deliv date: March 15, 1993
Shipped to: Faribault Regional Center

Item: Compressor, Air
Req.#: 78760-03258-01
Awarded to: Modern Equipment Company, Minneapolis, MN
Awarded amount: \$1,200.00
Awarded date: March 1, 1993
Expir/deliv date: March 10, 1993
Shipped to: Minnesota Correctional Facility

Item: Ballasts and Starters, Electric Light
Req.#: 02307-34346-01
Awarded to: JGC Equipment Company, Blaine, MN
Awarded amount: \$842.20
Awarded date: March 1, 1993
Expir/deliv date: March 10, 1993
Shipped to: Plant Management Operations

Item: Laboratory/Science Equipment, Miscellaneous
Req.#: 12400-15879-01
Awarded to: Noran Instruments, Middleton, WI
Awarded amount: \$21,900.00
Awarded date: March 1, 1993
Expir/deliv date: May 22, 1993
Shipped to: Minnesota Department of Health

Item: Printer Accessories, Computer
Req.#: 21200-53742-01
Awarded to: Xerox Corporation, Bloomington, MN
Awarded amount: \$8,315.00
Awarded date: March 1, 1993
Expir/deliv date: March 2, 1993
Shipped to: Minnesota Department of Jobs & Training

Item: Vending Machine
Req.#: 21200-53802-01
Awarded to: National Vendors, Bridgeton, MO
Awarded amount: \$6,174.29
Awarded date: March 1, 1993
Expir/deliv date: March 15, 1993
Shipped to: Minnesota Department of Jobs & Training

Item: Board, Computer
Req.#: 26070-14988-01
Awarded to: Computerland, Plymouth, MN
Awarded amount: \$1,871.00
Awarded date: March 1, 1993
Expir/deliv date: March 3, 1993
Shipped to: Bemidji State University

Item: Tool, Woodwork Machine
Req.#: 26070-14984-01
Awarded to: Demand Products, Inc., Smyrna, GA
Awarded amount: \$3,680.90
Awarded date: March 1, 1993
Expir/deliv date: March 19, 1993
Shipped to: Bemidji State University

Item: Computer, Personal
Req.#: 26073-24410-01
Awarded to: Gateway 2000, North Sioux City, SD
Awarded amount: \$6,495.00
Awarded date: March 1, 1993
Expir/deliv date: March 26, 1993
Shipped to: St. Cloud State University

Item: Floor Maintenance Equipment, Parts and Accessories
Req.#: 26073-24459-01
Awarded to: Merit Supply, Hopkins, MN
Awarded amount: \$2,999.00
Awarded date: March 1, 1993
Expir/deliv date: March 8, 1993
Shipped to: St. Cloud State University

Item: Van (Contract)
Req.#: 02514-30193-01
Awarded to: Ron Becker, Hastings, MN
Awarded amount: \$15,457.12
Awarded date: February 26, 1993
Expir/deliv date: May 31, 1993
Shipped to: Central Motor Pool

Item: Copy Machine, Medium Speed, 15 to 50 CPM
Req.#: 11320-08667-01
Awarded to: Copy Cat Business Systems, St. Paul, MN
Awarded amount: \$4,975.00
Awarded date: February 26, 1993
Expir/deliv date: March 4, 1993
Shipped to: Various Locations

Item: Bar Code Reading Equipment
Req.#: 26070-14986-01
Awarded to: TPS Electric, Palo Alto, CA
Awarded amount: \$1,381.50
Awarded date: February 26, 1993
Expir/deliv date: February 28, 1993
Shipped to: Bemidji State University

Item: Auto Repair/Maintenance Equipment, Specialized
Req.#: 26071-43270-01
Awarded to: PJ Distributing Company, Mound, MN
Awarded amount: \$4,798.16
Awarded date: February 26, 1993
Expir/deliv date: March 3, 1993
Shipped to: Mankato State University

Item: Computer, Personal
Req.#: 26073-24396-01
Awarded to: Gateway 2000, North Sioux City, SD
Awarded amount: \$21,990.00
Awarded date: February 26, 1993
Expir/deliv date: March 26, 1993
Shipped to: St. Cloud State University

Item: Computer, Personal
Req.#: 26073-24434-01
Awarded to: Gateway 2000, North Sioux City, SD
Awarded amount: \$4,120.00
Awarded date: February 26, 1993
Expir/deliv date: March 26, 1993
Shipped to: St. Cloud State University

Item: Bag, Promotional
Req.#: 27000-53849-01
Awarded to: L&D Associates, Inc., Minneapolis, MN
Awarded amount: \$2,750.00
Awarded date: February 26, 1993
Expir/deliv date: August 1, 1993
Shipped to: Community College Board

Awards of State Contracts and Advertised Bids

Item: Photo Developing Equipment
Req.#: 27153-21507-01
Awarded to: Calumet Photographic, Bensenville, IL
Awarded amount: \$799.95
Awarded date: February 26, 1993
Expir/deliv date: March 31, 1993
Shipped to: North Hennepin Community College

Item: Insect Control, Semiochemical
Req.#: 29006-31021-01
Awarded to: Ace Hardware, St. Cloud, MN
Awarded amount: \$896.04
Awarded date: February 26, 1993
Expir/deliv date: March 10, 1993
Shipped to: Department of Natural Resources, Southern Service Center

Item: Printer, Computer
Req.#: 43000-70485-01
Awarded to: Cedar Computer Center, Bloomington, MN
Awarded amount: \$4,478.00
Awarded date: February 26, 1993
Expir/deliv date: March 5, 1993
Shipped to: I R R & R B

Item: Kitchen Equipment and Appliances, Small
Req.#: 55100-05117-01
Awarded to: St. Cloud Restaurant, St. Cloud, MN

Awarded amount: \$595.00
Awarded date: February 26, 1993
Expir/deliv date: March 22, 1993
Shipped to: Anoka-Metro Regional Treatment Center

Item: Kitchen Equipment and Appliances, Large
Req.#: 55105-09290-01
Awarded to: Horizon Equipment, St. Paul, MN
Awarded amount: \$998.00
Awarded date: February 26, 1993
Expir/deliv date: March 24, 1993
Shipped to: St. Peter Regional Treatment Center

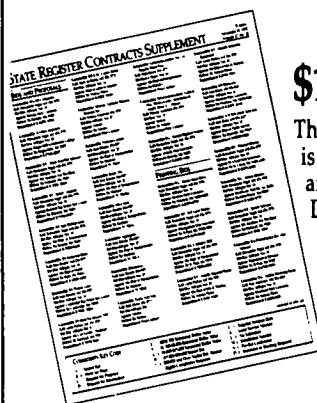
Item: Compressor, Refrigeration
Req.#: 78830-11622-01
Awarded to: Central Minnesota, Sauk Rapids, MN
Awarded amount: \$2,800.00
Awarded date: February 26, 1993
Expir/deliv date: March 4, 1993
Shipped to: Minnesota Correctional Facility

Item: Recycling Equipment
Req.#: 79990-00383-01
Awarded to: Nordic Truck Parts, Inc., Roseville, MN
Awarded amount: \$3,300.00
Awarded date: February 26, 1993
Expir/deliv date: March 19, 1993
Shipped to: Minnesota Department of Transportation

Item: Chemicals, Industrial
Req.#: 79990-00384-01
Awarded to: Nordic Truck Parts, Inc., Roseville, MN
Awarded amount: \$2,006.16
Awarded date: February 26, 1993
Expir/deliv date: March 19, 1993
Shipped to: Minnesota Department of Transportation

Item: Roller, Construction
Req.#: 79382-02575-01
Awarded to: Ruffridge Johnson Equipment, Minneapolis, MN
Awarded amount: \$11,780.00
Awarded date: February 26, 1993
Expir/deliv date: May 15, 1993
Shipped to: Minnesota Department of Transportation

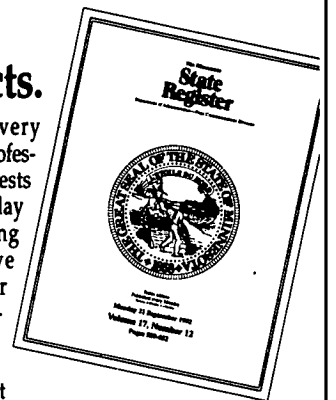
Item: Trenching Machine
Req.#: 79382-02504-01
Awarded to: Trenchers Plus, Inc., Burnsville, MN
Awarded amount: \$22,380.00
Awarded date: February 26, 1993
Expir/deliv date: March 15, 1993
Shipped to: Minnesota Department of Transportation



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