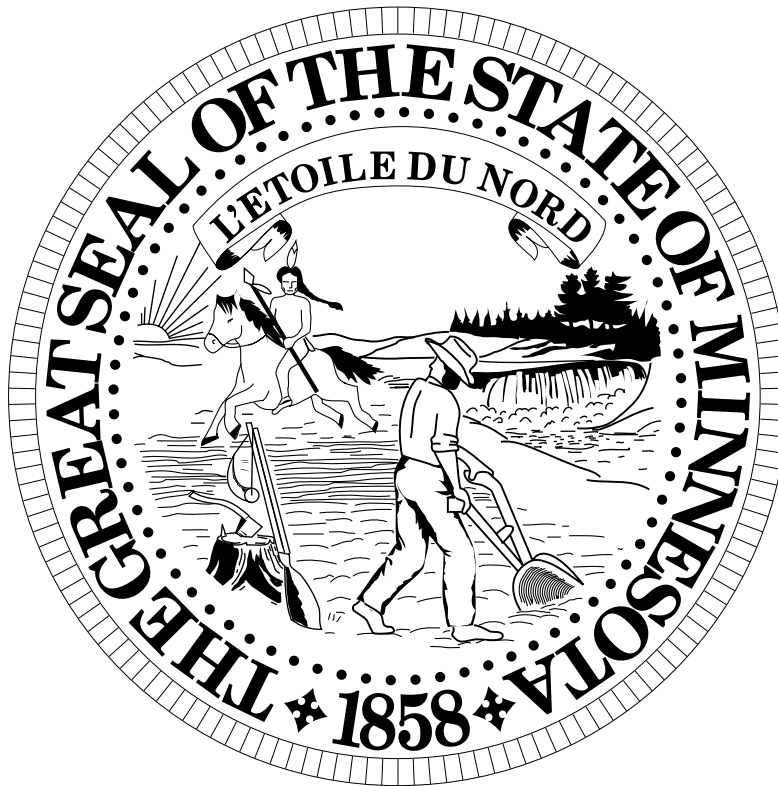


State of Minnesota

State Register

Rules and Official Notices Edition



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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, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes* § 14.46. The *State Register* contains:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
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| #37 | Monday 12 March | Noon Wednesday 28 February | Noon Tuesday 6 March |
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| | | |
|--|------|--|
| Minnesota Rules: Amendments & Additions | | |
| Volume 25, Issue #27-36 | 1462 | |
| Adopted Rules | | |
| Public Safety Department | | |
| Cheese and cheese products..... | 1464 | |
| Commissioner's Order | | |
| Pollution Control Agency | | |
| Findings of fact, conclusions, and order in the matter of the petition to create the Knife River-Larsmont Sanitary District..... | 1464 | |
| Official Notices | | |
| Administration Department | | |
| State designer selection board meeting dates and agenda items..... | 1466 | |
| Gambling Control Board | | |
| Comments sought on planned amendments..... | 1467 | |
| Health Department | | |
| Proposals sought for drinking water revolving fund project priority list..... | 1468 | |
| Labor and Industry Department | | |
| Notice of correction to commercial prevailing wage rates in Crow Wing county | 1468 | |
| Notice of correction to commercial prevailing wage rates in Hubbard County | 1468 | |
| Minnesota Comprehensive Health Association | | |
| Actuarial committee meeting | 1469 | |
| Minnesota Higher Education Facilities Authority | | |
| Notice of public hearing on revenue obligations | 1469 | |
| Public Employee Retirement Association (PERA) | | |
| Board of trustee meeting | 1469 | |
| State Grants & Loans | | |
| Health Department | | |
| Request for letters of interest to apply for the Target Market Organization Project..... | 1470 | |
| Notice of availability of grant funds and instructions for applicants | 1471 | |
| Human Services Department | | |
| Proposals sought for comprehensive HIV Case Management and care advocacy for people living with HIV/AIDS..... | 1489 | |
| Proposals sought to develop and manage a regional foster care and adoption recruitment initiative | 1489 | |
| State Contracts | | |
| Administration Department | | |
| Proposals sought for information regarding an enterprise document management and imaging architecture strategy | 1490 | |
| Proposals sought for building management and operation contract at Duluth government services center..... | 1491 | |
| Colleges and Universities, Minnesota State Winona State University | | |
| Proposals sought for LCD projection systems..... | 1491 | |
| Iron Range Resources and Rehabilitation Board | | |
| Proposals sought for financial services..... | 1492 | |
| Minnesota Historical Society | | |
| Proposals sought for salvage and transport of selected historic milling equipment at Albany Roller Mills, Inc | 1492 | |
| Natural Resources Department | | |
| Proposals sought for monitoring implementation of timber harvesting and forest management guidelines on public and private forest in Minnesota..... | 1493 | |
| Public Safety Department | | |
| Proposals sought for conducting the statewide motorcycle rider training program..... | 1493 | |
| Transportation Department | | |
| Opinions sought on design build technical documents for proposed trunk hwy 14 project in Rochester, Minnesota ... | 1494 | |
| Non-State Contracts & Grants | | |
| Metropolitan Council | | |
| Proposals sought for architectural/engineering services: repair of metal wells at F.T. Heywood office and overhaul base | 1494 | |
| Proposals sought for Northwest corridor scoping services..... | 1495 | |
| Bids sought for portable generator..... | 1495 | |
| Bids sought for vacuum systems..... | 1496 | |
| University of Minnesota | | |
| Bid Information Service (BIS) available for all potential vendors | 1496 | |
| Commodity, Service, and Construction contracts are published Tuesday and Friday in a bulletin, the <i>Solicitation Announcements</i> . Award results are available from the Materials Management Helpline (651) 296-2600. Web-site: www.mmd.admin.state.mn.us | | |
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Minnesota Rules: Amendments and Additions

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 80 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. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a 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 most current edition of 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 issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

Volume 25, Issues # 27-36

Agriculture Department

| | |
|---|------|
| 1535.0020 ; .0030; .0040; .0050; .0060; .0070; .0080; .0090; .0100; .0110; .0120; .0130; .0140; .0150; .0160; .0170; .0180; .0190; .0200; .0210; .0220; .0230; .0240; .0250; .0260; .0270; .0280; .0290; .0300; .0310; .0320; .0330; .0340; .0350; .0360; .0370; .0380; .0390; .0400; .0410; .0420; .0430; .0440; .0450; .0460; .0470; .0480; .0490; .0500; .0510; .0520; .0530; .0540; .0550; .0560; .0570; .0580; .0590; .0600; .0610; .0620; .0630; .0640; .0650; .0660; .0680; .0690; .0760; .0770; .0780; .0790; .0800; .0810; .0820; .0830; .0840; .0860; .0860; .0870; .0880; .0890; .0900; .0910; .0920; .0930; .0940; .0950; .0960; .0970; .0980; .0990; .1000; .1010; .1020; .1030; .1040; .1050; .1060; .1070; .1080; .1090; .1100; .1110; .1120; .1130; .1140; .1150; .1160; .1170; .1180; .1190; .1200; .1210; .1220; .1230; .1240; .1250; .1260; .1270; .1280; .1290; .1300; .1310; .1320; .1330; .1340; .1350; .1360; .1370; .1380; .1390; .1400; .1410; .1420; .1430; .1440; .1450; .1460; .1470; .1480; .1490; .1500; .1510; .1520; .1530; .1540; .1550; .1560; .1570; .1580; .1590; .1600; .1610; .1620; .1630; .1640; .1650; .1660; .1670; .1680; .1690; .1700; .1710; .1720; .1730; .1740; .1750; .1760; .1770; .1780; .1790; .1800; .1810; .1820; .1830; .1840; .1850; .1860; .1870; .1880; .1890; .1900; .1910; .1920; .1930; .1935; .1940; .1950; .1960; .1970; .1980; .1990; .2000; .2010; .2015; .2020; .2030; .2040; .2050; .2060; .2070; .2080; .2090; .2100; .2110; .2120; .2130; .2140; .2150; .2160; .2170; .2180; .2190; .2200; .2210; .2220; .2230; .2240; .2250; .2260; .2270; .2280; .2290; .2300; .2310; .2320; .2330; .2340; .2350; .2360; .2370; .2380; .2390; .2400; .2410; .2420; .2430; .2440; .2450; .2460; .2470; .2480; .2490; .2500; .2510; .2520; .2530; .2540; .2550; .2560; .2570; .2580; .2590; .2600; .2610; .2620; .2640; .2650; .2660; .2670; .2680; .2690; .2700; .2710; .2720; .2930; .2740; .2750; .2760; .2770; .2780; .2790; .2800; .2810; .2820; .2830; .2840; .2850; .2860; .2930; .2940; .2950; .2960; .2970; .2980; .2990; .3000; .3090; .3100; .3130; .3140; .3150; .3170; .3180; .3190; .3200; .3210; .3220; .3230; .3240; .3250; .3260; .3270; .3280; .3290; .3300; .3310; .3320; .3330 | |
| (proposed repealer) | 1464 |
| 1535.0700 ; .0730 (proposed) | 1464 |
| 1545.0230 (proposed) | 1311 |
| 1545.3130 ; .3150 (adopted) | 1241 |

| | |
|--|------|
| 1545.3130 s. 2; .3180; .3190; .3200; .3210; .3220; .3230; .3240; .3250; .3260; .3270; .3280; .3290; .3300; .3310; .3320; .3330; .3350 (repealed) | 1241 |
| Animal Health Board | |
| 1705.1090 ; .1130; .1131; .1145; .1146; .1147; .1151; .1152; .1175; .1180; .1190; .1200; .1210; (adopted) | 1378 |
| Minnesota Board of Architecture, Engineering, Land Surveying, Landscaping Architecture, Geoscience, and Interior Design | |
| 1800.1000 ; .1100; .1200 (proposed) | 1399 |
| Chiropractic Examiners Board | |
| 2500.0100 (proposed) | 1227 |
| 2500.0100 (proposed) | 1281 |
| 2500.0400 (proposed) | 1228 |
| 2500.0700 ; .0710; .0720; .0750; .1000 (proposed) | 1283 |
| 2500.0730 ; .0740 (proposed repealer) | 1283 |
| 2500.0800 (proposed) | 1285 |
| 2500.1200 (proposed) | 1287 |
| 2500.1200 ; .1500; .1550 (proposed) | 1437 |
| 2500.1200 ; s.5 (proposed repealer) | 1287 |
| 2500.1410 (proposed) | 1289 |
| 2500.1600 (proposed) | 1230 |
| 2500.2110 (proposed) | 1231 |
| 2500.2520 (proposed) | 1291 |
| Crime Victims Reparations Board | |
| 3050.0100 , s.2a; 7; .3400, s.1,A,C; .3600 (withdrawn proposed) ... | 1336 |
| Children, Families and Learning Department | |
| 3501.0320 ; .0330; .0370; .0400; .0420; (adopted) | 1402 |
| 3501.0360 ; .0370 s.1,2,4; .0420 s.4; .0430 (repealed) | 1402 |
| Health Department | |
| 4630.4800 ; .4900; .5000; .5100; .5200; .5300; .5400; .5500; .5600; .5700; .5800; .5900; .6000; .6100; .6200; .6300; .6400; .6500; .6550 (proposed repealer) | 1329 |
| 4717.7000 (proposed) | 1329 |
| Labor and Industry Department | |
| 5205.0030 ; 5207.0100 ; .1000 (adopted exempt) | 1241 |

Minnesota Rules: Amendments and Additions

| | |
|---|------|
| Natural Resources Department | |
| 6115.0360 (proposed) | 1331 |
| 6216.0350 (adopted expedited emergency) | 1341 |
| 6216.0350 (ERRATA) | 1403 |
| 6236.0300; .0600; .0810; .1060 (adopted expedited emergency)... | 1337 |
| 6264.0300 (adopted exempt) | 1379 |
| 6266.0700 (expedited emergency) | 1404 |
| 6266.0700.s.2 (repealed) | 1404 |
| Peace Officer Standards and Training Board | |
| 6700.0300; .0601; .0700 (adopted) | 1242 |
| 6700.0300; .0400; .0900; .1000; .1101 (proposed) | 1333 |
| 6700.0900 s.12; .1120; .1130; .1700, s.2,5,6,7,8,9,10,11; .1000 (proposed repealer) | 1333 |
| Psychology Board | |
| 7200.6100; 6105; .6175 (proposed) | 1375 |
| 7200.6170 (proposed repealed) | 1375 |
| Public Safety Department | |
| 7410.0700 (adopted) | 1439 |
| Racing Commission | |
| 7873.0185; .0190; 7877.0120; .0170; 7883.0100; .0130; .0140; .0150; 7890.0100 (proposed) | 1257 |
| 7890.0100 s. 12 (proposed repealer) | 1257 |
| Health Department and Pollution Control Agency | |
| 9400.0100; .0350; .0400; .0500; .0600; .0800; .1000; .1200; .1300; .1500 (proposed) | 1232 |
| 9400.1500, s.3 (proposed repealer) | 1232 |
| Human Services Department | |
| 9505.0390 (proposed) | 1238 |
| 9515.0200; .0310; .0450; .0500; .0600; .0700; 9525.2700 (adopted) | 1313 |
| 9515.0300; .0400; .0800 (repealed) | 1313 |

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Adopted Rules

A rule becomes effective after the requirements of *Minnesota Statutes* §§14.05-14.28 have been met and five working days after the rule is published in the *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.

Exempt Rules

An exempt rule adopted under *Minnesota Statutes* §§ 14.386 or 14.388 is effective upon its publication in the *State Register*.

Emergency Expedited Rules

Provisions for the Commissioner of Natural Resources to adopt emergency expedited Game and Fish Rules are specified in *Minnesota Statutes* §§ 84.027. The commissioner may adopt emergency expedited rules when conditions exist that do not allow the Commissioner to comply with the requirements for emergency rules. The Commissioner must submit the rule to the attorney general for review and must publish a notice of adoption that includes a copy of the rule and the emergency conditions. Emergency expedited rules are effective upon publication in the *State Register*, and may be effective up to seven days before publication under certain emergency conditions. Emergency expedited rules are effective for the period stated or up to 18 months.

Department of Agriculture

Adopted Permanent Rules Relating to Cheese and Cheese Products

The rules proposed and published at *State Register*, Volume 25, Number 26, pages 1169-1171, December 26, 2000 (25 SR 1169), are adopted as proposed.

Commissioners' Orders

Various agency commissioners are authorized to issue "commissioner's orders" on specified activities governed by their agency's enabling laws. See the *Minnesota Statutes* governing each agency to determine the specific applicable statutes. Commissioners' orders are approved by assistant attorneys general as to form and execution and published in the *State Register*. These commissioners' orders are compiled in the year-end subject matter index for each volume of the *State Register*.

Minnesota Pollution Control Agency

Findings of Fact, Conclusions, and Order In the Matter of the Petition to Create the Knife River-Larsmont Sanitary District

The Lake County Board of Commissioners filed a petition with the Minnesota Pollution Control Agency (MPCA) requesting the formation of the Knife River-Larsmont Sanitary District. The Lake County Board Chair was authorized to sign the petition pursuant to a resolution passed by the County Board.

The MPCA published notification of the intent to approve the creation of the Knife River-Larsmont Sanitary District in the *State Register* on July 24, 2000. The MPCA also notified all property owners in the affected area by mail of the notification published in the *State Register*.

The MPCA, after having considered the petition, publishing notice of intent to approve creation of the sanitary district in the *State Register*, having notified the property owners of the intent to create the sanitary district, having reviewed the comment letters received during the notice period, having not received twenty-five (25) or more hearing requests requisite for a hearing, having contact with those who did request a hearing, and being fully advised in this matter, hereby makes the following:

FINDINGS OF FACT

1. The Larsmont unorganized territory and the Knife River Sanitary District are located within Lake County, Minnesota. The proposed sanitary district includes both the Larsmont and Knife River areas. The territory of the proposed sanitary district is

the strip of land bounded on the west by the Lake County line, spanning up the shore of Lake Superior some 8.5 miles to the city limits of Two Harbors, and encompassing the area from Minnesota State Highway 61 to the shoreline of Lake Superior.

2. The territory of the proposed sanitary district is within that portion of Lake County, Minnesota, lying in Township 52 North, Range 11 West of the Fourth Principal Meridian. The territory of the proposed sanitary district is legally described as: that part of Sections 31, 30, 29, 20, 21, 16, 15, and 10 lying between the Southeasterly right of way of Minnesota State Highway 61 and the Lake Superior shoreline; and that part of the Westerly One-half (W 1/2) of Sections 11 and 2 lying between the Southeasterly right of way of Minnesota State Highway 61 and the Lake Superior shoreline; and that part of the Easterly One-Half (E1/2) of Section 2 lying between the Southeasterly right of way of Minnesota State Highway 61 and the Northwesterly right of way of Lake County Highway 61.

To request a copy of a map of the sanitary district contact John Thomas (MPCA) at: **phone:** (218) 723-4928; **toll-free:** (800) 657-3864; **TTY:** (651) 282-5332.

3. On March 1, 2000, a public meeting was held at the Lake County Courthouse to consider the proposed creation of a sanitary district. Notification of the public meeting was published February 11, 2000, and February 18, 2000, in the *Lake County News Chronicle*, a qualified newspaper published in the area. Notices of the public meeting were published by Lake County and posted at five public locations on February 11, 2000. Attendees of the meeting were given information on the proposed creation of the sanitary district, including a description of the sanitary district's proposed structure, bylaws, territory, ordinances, budget and charges.
4. On March 7, 2000, the Lake County Board of Commissioners adopted a resolution authorizing Derrick Goutermont, Vice Chair of the Lake County Board of Commissioners to petition the MPCA for establishment of the Knife River-Larsmont Sanitary District. The resolution was published in the *Lake County News Chronicle* on March 10, 2000, and became effective forty (40) days after the date of publication.
5. On May 2, 2000, a petition was filed with the MPCA requesting approval of the formation of the Knife River-Larsmont Sanitary District. Clair Nelson, Chair of the Lake County Board of Commissioners, signed the petition for creation of the sanitary district as authorized by the resolution. The petition requesting approval for formation of the sanitary district has met all the requirements of *Minnesota Statute* §115.20, subd. 1(a).
6. The proposed sanitary district will be within twenty-five (25) miles of the boundary of the city of Duluth, which is a city of the first class. On February 29, 2000, the Duluth City Council adopted a resolution supporting creation of the sanitary district.
7. On July 24, 2000, the MPCA published the Notice of Intent to Approve Creation of the Knife River-Larsmont Sanitary District in the *State Register* at 25 SR 122 and mailed the notice to each of the property owners in the area of the proposed sanitary district using addresses provided by the county auditors. The public notice period lasted for thirty (30) days and ended August 24, 2000.
8. By August 24, 2000, the end of the public notice period, the MPCA had received one (1) letter requesting a public hearing on the matter. *Minnesota Statute* §115.20, subd. 4(b) requires the MPCA to hold a contested case hearing if twenty-five (25) or more written requests are received by the end of the public notice period. In addition to one (1) hearing request, the MPCA received two (2) letters expressing opposition to the district, and ten (10) telephone calls concerning the proposed creation of the sanitary district.
9. Currently, all homes and businesses located within the Larsmont area (within the proposed sanitary district boundaries) utilize a form of on-site wastewater treatment system. Many of these systems are failing, creating environmental and public health hazards. Homes and businesses within the Knife River area utilize a mechanical wastewater treatment facility that is approaching its 20-year design life and periodically experiences equipment failure.
10. There is a need throughout the proposed sanitary district for an adequate and efficient means of treating and disposing of domestic sewage. The tight clay soils and proximity to bedrock in the area limit the potential effectiveness of individual on-site wastewater treatment systems. Poorly functioning on-site systems may provide little or no treatment of domestic wastewater and may cause degradation of the ground water and the water resources in the area. Of primary concern, with poorly functioning on-site systems, is the potential for contamination of drinking water wells.
11. The creation and maintenance of the sanitary district will be administratively feasible, and will further the public health, safety and welfare. The sanitary district will be administered by a five member governing board who are voters within the sanitary district and who will be selected by the Lake County Board of Commissioners. When formed, the Knife River-Larsmont Sanitary District will adopt sewer use ordinances and a sewer service charge system to adequately and equitably fund the wastewater treatment operation throughout the sanitary district. The record contains a proposed ordinance establishing sewer use regulations and proposed by-laws of the sanitary district.

Official Notices

CONCLUSIONS

1. The Commissioner has subject matter jurisdiction over the petition and proposed establishment of the sanitary district pursuant to *Minnesota Statute* §§ 115.18 to 115.37 (1998).
2. The petitioners have complied with all the procedural requirements of *Minnesota Statute* §115.20 (1998), as well as other substantive and procedural requirements of law and rule. This matter is, therefore properly before the Commissioner.
3. The conditions described in *Minnesota Statute* §115.19 (1998) for the creation of a sanitary district do exist within the area identified in the legal description.
4. Any of the foregoing Findings of Fact that might properly be termed Conclusions and Conclusions that might properly be termed Findings are hereby adopted as such.

NOW THEREFORE, the Commissioner hereby makes the following:

ORDER

It is **ORDERED** that the Knife River-Larsmont Sanitary District is hereby created to include the Knife River and Larsmont areas as described in the legal description attached to the petition filed with the MPCA.

Dated: 14 February 2001

Karen A. Studders
Commissioner

Official Notices

Pursuant to Minnesota Statutes §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking. The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

Department of Administration State Designer Selection Board (SDSB)

Meeting Dates

Pursuant to SDSB *Minnesota Rule* 3200.0400, below is the schedule of State Designer Selection Board meeting dates and agenda items as of February 27, 2001.

- **March 20, 2001**
 1. Shortlisting Project 01-01 Department of Natural Resources, Fergus Falls Consolidated Area Headquarters
 2. Shortlisting Project 01-02 St. Cloud New University/Community Stadium and Renovation of Selke Field
- **March 27, 2001**
 1. Interviews/Selection Project 01-01 Department of Natural Resources, Fergus Falls Consolidated Area Headquarters
- **April 3, 2001**
 1. Interviews/Selection Project 01-02 St. Cloud New University/Community Stadium and Renovation of Selke Field

Unless otherwise stated, all meetings are held in the Administration Building, 50 Sherburne Avenue, St. Paul, Room G-10/Conference Room A. Other matters may come before the Board and be added to the agenda as needed. For additional information, including meeting start times, contact Winnie Sullivan at **phone:** (651) 297-1545.

Gambling Control Board

Comments Sought on Planned Amendment to Rules Governing:

Chapter 7861 - Definitions, Licensed Organization; Gambling Manager; Premises Permits; Illegal Gambling; Conduct of Lawful Gambling; Bingo; Pull-Tabs; Tipboards; Paddlewheels; Raffles; Organization Operations, Accounts, and Reports; Excluded Bingo and Raffles; Exempted Lawful Gambling; Technical Assistance Requirements

Chapter 7862 - Bingo Hall Licenses

Chapter 7863 - Distributors; Distributor Operations, Accounts and Reports

Chapter 7864 - Licensed Manufacturers; Manufacturer Operations, Account, and Records

Chapter 7865 - Compliance Review Group; Suspensions or Revocations; Reimbursement; Fines; Stays

Subject: The Minnesota Gambling Control Board requests comments on planned amendments to its rules. The Board is proposing to do an overall review of its rules to:

- delete obsolete or redundant rules;
- focus on specific areas where existing rules need to be clarified or amended; and
- to propose new rules in response to legislative grants of rulemaking authority.

Rules that are being recommended for revision include, but may not be limited to, the following:

- establishing qualifications for gambling managers and assistant gambling managers;
- considering rules to allow the use of tipboards with multiple seals and cumulative prizes;
- amending rules to insure consistency with statutes.

Persons affected: The amendment to the rules would likely affect all persons or entities regulated by the Board.

Statutory authority: *Minnesota Statutes* 349.151, subdivision 4(a)(5) authorizes the Board to make rules authorized by chapter 349. *Minnesota Statutes* 349.1711, subdivision 4, authorizes the Board to adopt rules governing tipboard games with multiple seals and cumulative or carryover prizes. *Minnesota Statutes* 349.12, subdivision 19(2) authorizes the Board to prescribe qualifications for Gambling Managers by rule.

Public Comment: Interested persons or groups may submit comments, suggestions, or information on these planned rules in writing or orally until further notice is published in the *State Register* that the Board intends to adopt rules. The Board does plan to appoint a Public Advisory Committee to advise and comment on the proposed rules. The Public Advisory Committee will, in all likelihood, be divided into focus groups to meet and confer on specific areas of the rulemaking process. Persons who will be affected by the proposed rules, and anyone who wishes to participate in the Public Advisory Committee, should contact the Agency Contact Person.

Rules Drafts: The Board has not prepared a draft of the proposed rules. Contact the Agency Contact Person to request that your name be placed on a mailing list to receive draft copies of the rules as they become available during the ruledrafting process.

Agency Contact Person: Written or oral comments, questions, requests to receive drafts of the rules, requests to participate in the Public Advisory Committee, or requests for more information on these planned rules should be directed to:

Sharon Beighley
Minnesota Gambling Control Board
1711 W County Rd B #300S
Roseville MN 55113
Phone: (651) 639-4035
Fax: (651) 639-4032
Email: sharon.beighley@gcb.state.mn.us

Alternative Format: Upon request, this Request for Comments can be made available in alternative format, such as large print, braille, or cassette tape. To make such a request, please contact the Agency Contact Person at the address or telephone number listed above.

NOTE: Comments received in response to this Notice will not necessarily be included in the formal rulemaking record submitted to the Administrative Law Judge when a proceeding to adopt the rule is started. The Board is required to submit to the Judge only those written comments received in response to the rules after they are proposed.

Dated: 20 February 2001

Official Notices

Department of Health

Environmental Health Division

Notice of Request for Proposals for Drinking Water Revolving Fund Project Priority List

The Drinking Water Revolving Fund provides below market rate financing for public water system improvements. The first step toward obtaining a loan is to submit a proposal to place a project on the Project Priority List. The deadline **for receiving** proposals is **4:30 p.m., Friday, May 25, 2001**.

Instructions for submitting proposals can be obtained by calling, **phone:** (651) 215-1321 and they are at: www.health.state.mn.us/divs/eh/dwp/pws/dwrf/pplinstr.html

Funding priority is for projects that correct a public health hazard, bring or keep systems in compliance with drinking water standards, and for communities below the median household income. Typical projects are for wells, treatment plants, water towers, and distribution lines. Funds are not for economic expansion or fire protection. Eligibility and ranking requirements are in *Minnesota Rules*, parts 4720.9000 to 4720.9080.

Department of Labor and Industry

Labor Standards Unit

Notice of Correction to Commercial Prevailing Wage Rates

A **correction** has been made to the Commercial Prevailing Wage Rates certified 12/18/00, for **Labor Code 420, Roofer**, in **Crow Wing County**.

Copies of the certified wage rates for these Counties may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 296-6452. Charges for the cost of copying and mailing are \$.65 per page. Make check or money order payable to the State of Minnesota.

Gretchen B. Maglich
Commissioner

Department of Labor and Industry

Labor Standards Unit

Notice of Correction to Commercial Prevailing Wage Rates

A **correction** has been made to the Commercial Wage Rates certified 12/18/00, for **Labor Code 407, Electricians**, in **Hubbard County**.

A Copy of the corrected certification may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306 or by calling (612) 296-6452. Charges for the cost of copying and mailing are \$.65 per page. Make check or money order payable to the State of Minnesota.

Gretchen B. Maglich
Commissioner

Minnesota Comprehensive Health Association

Notice of Meeting of the Actuarial Committee

NOTICE IS HEREBY GIVEN that a meeting of the Minnesota Comprehensive Health Association's (MCHA), Actuarial Committee will be held at 8:00 a.m., on Tuesday, March 6, 2001. The meeting will take place at the MCHA Executive Office, 5775 Wayzata Blvd., Suite 910, St. Louis Park, MN.

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

Minnesota Higher Education Facilities Authority

Notice of Public Hearing on Revenue Obligations

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Minnesota Higher Education Facilities Authority (the "Authority") with respect to a proposal to issue revenue bonds or other obligations on behalf of College of St. Scholastica, Inc., (the "College"), as owner and operator of College of St. Scholastica at the Authority's offices at suite 450 Galtier Plaza, 175 East Fifth Street, St. Paul, Minnesota on March 21, 2001 at 2:00 p.m. Under the proposal, the Authority would issue its revenue bonds on other obligations in an aggregate principal amount of up to approximately \$6,820,000 to refund (a) Revenue Bonds, Series Two-T (College of St. Scholastica, Inc.) issued in the original aggregate principal amount of \$5,105,000 and (b) Revenue Bonds, Series Three-E (College of St. Scholastica, Inc.) issued in the original aggregate principal amount of \$3,400,000. Both series were issued by the Authority to finance facilities owned (or leased from the Benedictine Sisters Benevolent Association) and operated by the College and located on its main campus, the principal street address of which is 1200 Kenwood Avenue, Duluth, Minnesota, 55811. The Series Two-T Bonds were issued to finance the construction of three 46-bed student residence facilities, the renovation and equipping of office, classroom and study space in Tower Hall, the construction and equipping of seven garage stalls for campus grounds vehicles and repair and carpenter workshops and the acquisition and installation of a campus telephone and computer system. The Series Three-E Bonds were issued to finance the construction of a facility for the 500-seat Auditorium and the lower level addition for an approximately 13,900 square foot Student Union, the construction of an approximately 5,900 square feet addition to Tower Hall for receiving dock, freight elevator, recycling and office space and the renovation and expansion of the theater facility. The combined projects originally financed with the Series Two-T and Series Three-E Bonds are referred to herein as the "Project."

At said time and place the Authority shall give all parties who appear or have submitted written comments an opportunity to express their views with respect to the proposal to undertake and finance the Project.

Dated: 5 March 2001

By Order of the
Minnesota Higher Education Facilities Authority
Marianne Remedios
Executive Director

Public Employees Retirement Association (PERA)

Notice of Meeting of the Board of Trustees

A closed meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, March 8, 2001, at 9:30 a.m., in the PERA offices, 514 St. Peter Street, Suite 200 – Skyway Level, St. Paul, Minnesota, for the board to discuss legal representation issues with its attorney. This meeting is not open to the public.

State Grants & Loans

In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan 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 and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

Department of Health

Tobacco Endowments - Community Health Services

Request for Letters of Interest to Apply for the Target Market Organization Project

The Minnesota Department of Health (MDH) will issue a Request for Proposal (RFP) for the Target Market (TM) Organization Project in the near future. The grant will be for \$1-1.5 million per year for a two-year period, with the possibility of renewal for up to three more years.

MDH is looking for public or private organizations with the capacity to lead TM - an established statewide youth-led, adult-guided tobacco control movement for 12- to 17-year olds, focused on industry manipulation. The candidate should have significant experience in youth empowerment, strong experience in grassroots organizing, a strong knowledge of the Minnesota youth market (including regional and ethnic variations) and demonstrable skill in effectively organizing and motivating youth to change behaviors.

At this time, MDH is requesting letters of interest to apply for the grant from private and public organizations that can continue the mission and momentum that is already underway at TM, and to continue to advance the overarching goal of the Minnesota Youth Tobacco Prevention Initiative: to reduce youth smoking rates by 30% by 2005. MDH will give priority to innovative, creative and fresh ideas that build on TM's success and further develop partnerships that will coordinate with all other programs and projects of the Minnesota Youth Tobacco Prevention Initiative.

The letter of interest is due to MDH by Friday, March 30, 2001. In the letter of interest, please give a brief description of why you are interested in leading the TM Organization. Please include how you would manage TM within your existing organization, by setting up TM as an independent 501(c)(3) organization, or through some other structure.

The MDH Tobacco Prevention and Control Section will provide pertinent RFP application materials to organizations submitting a letter of interest. It is not necessary, however, for organizations to submit a letter of interest in order to request RFP information or apply for the grant.

The RFP application materials will include information on the review and award process, and the names and telephone numbers of MDH staff available to provide technical assistance concerning the preparation of the grant application. Submission of completed RFP applications must be received by the MDH office listed in the application materials by the date and time identified.

A bidders conference will be held on April 17, 2001 at 1:00 PM in the Red River Room at MDH Snelling Office Park Building, 1645 Energy Park Drive, St. Paul, MN to answer questions regarding TM and the grant application process.

The organization submitting a letter of interest to apply is in no way legally bound to submit a grant application. MDH in soliciting and accepting a letter of interest is in no way legally bound to provide a grant to the submitting organization. All applications must go through a review and award process.

Estimated time lines:

| | |
|---|----------------|
| Request for Letter of Interest Published: | March 5, 2001 |
| Letters of Interest Due: | March 30, 2001 |
| Request for Proposal Available: | April 2, 2001 |
| Bidders Conference: | April 17, 2001 |
| Proposal Due: | May 18, 2001 |
| Grant Begin: | August 1, 2001 |
| End of Grant/Renewal Date: | July 31, 2003 |

The letter of interest is due by March 30, 2001. Organizations interested in applying should send their letter of interest to the Minnesota Department of Health, Tobacco Prevention and Control, ATTN: Allison O'Toole, Mailing Address: P.O. Box 64882, St. Paul, MN 55164-0882. Delivery Address: 85 East Seventh Place, Suite 300, St. Paul, MN 55101. If you have questions regarding the letter of interest, please contact Allison O'Toole, **phone:** (651) 281-9790; **fax:** (651) 215-8958; or **email:** allison.otoole@health.state.mn.us

Minnesota Department of Health

Notice of Availability of Grant Funds and Instructions for Applicants

The Minnesota Department of Health expects the following grant funds to be available in 2002-2003:

- Commodity Supplemental Food Program (CSFP)
- Family Planning Hotline
- Family Planning Special Projects (FPSP)
- Fetal Alcohol Syndrome
- HIV/STD Prevention Programs
- Home Visiting Projects to Prevent Child Abuse and Neglect
- Indian Health
- Maternal and Child Health Special Projects (MCHSP)
- Migrant Health
- Minnesota Education Now and Babies Later (MN ENABL)
- Minnesota Rural Flex Grant
- Minnesota Youth Tobacco Prevention Initiative
- Sexual Violence Prevention Partnerships
- Special Supplemental Nutrition Program for Women, Infants and Children (WIC)
- State Indoor Radon Grant

Description of Available Grants - Purpose, Scope and Eligibility

Please see pages 1471-1488.

Commodity Supplemental Food Program (CSFP)

| | |
|---|--|
| Eligible Applicants: | Minnesota Food Banks, non-profit health or human service agencies with warehouse storage, including refrigeration, for 45 types of food products weighing between 35,000 and 105,000 pounds. |
| Amount of Available Funds: | Determined annually according to federal appropriation. The federal fiscal year 2001 total administrative grant is \$620,741. |
| Duration of Grants: | Two years beginning 10/01/2001 and ending 09/30/2003. |
| Application Materials Available: | Mailed Out Upon Receipt of Notice |
| Application Deadline: | 06/01/2001 |
| Award Decision: | Within 30 days of receipt of a completed application, but no earlier than 07/02/2001. |
| Beginning Contract Date: | 10/01/2001 |
| Description of Grant: | |

The CSFP is a federally funded grant program of the United States Department of Agriculture (USDA) and administered through the Minnesota Department of Health (MDH). CSFP provides a monthly package of foods designed to supplement the intake of specific individuals at nutritional risk.

The populations eligible for CSFP include: pregnant, breastfeeding and postpartum women, infants and children (not currently participating in the WIC Program) up to age six and who have family incomes at or below 185 percent of poverty income guidelines set by the USDA and individuals over age 60 with a household income at or below 130 percent of the USDA poverty guidelines.

Subject to the availability of federal funds, MDH awards grants to qualified local agencies to warehouse and distribute commodity food products and to provide nutrition education assistance to eligible participants. All current CSFP agreements terminate on 09/30/2001. The CSFP is not an entitlement program and the number of individuals served on an annual basis is dependent upon annual caseload allocation by USDA. Minnesota is currently able to serve 12,500 participants per month.

State Grants & Loans

The responsibilities of a local agency include: identify potentially eligible individuals, mothers and children first, then seniors; assess eligibility and enroll individuals through certification; assemble and distribute monthly food packages to participants; offer nutrition education assistance to participants; maintain warehouse facilities sufficient to warehouse at least three months of commodity food products, plus refrigerated capacity to store perishable commodities; follow established food warehousing procedures for receiving, storing, disbursing and inventorying commodity food products and complete monthly caseload, financial and inventory reports.

All applications will be reviewed upon receipt. Applications not received by the deadline will not be considered.

Contact Person: Mary Clare Rieschl
Supplemental Nutrition Programs Section
Division of Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9922
Fax: (651) 216-8951
Email: maryclare.rieschl@health.state.mn.us

Family Planning Hotline

Eligible Applicants: Local Government Agencies and Non-Profit Organizations
Amount of Available Funds: To Be Determined
Duration of Grants: 01/01/2002 - 12/31/2003
Application Materials Available: To Be Determined
Application Deadline: To Be Determined
Award Decision: 11/30/2001
Beginning Contract Date: 01/01/2002
Description of Grant:

Subject to favorable legislative action, funds will be available, specifically designated for a statewide family planning hotline. The total annual funds available for this purpose will be five percent of the total annual Family Planning Special Project funds appropriated or \$100,000 per year, whichever is less.

Contact Person: Ronald Campbell
Maternal and Child Health Section Manager
Division of Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9936
Fax: (651) 215-8953
Email: ron.campbell@health.state.mn.us

Family Planning Special Projects (FPSP)

| | |
|---|---|
| Eligible Applicants: | Local Government Agencies, Tribal Governments, and Non-Profit Organizations |
| Amount of Available Funds: | To Be Determined |
| Duration of Grants: | 01/01/2002 - 12/31/2003 |
| Application Materials Available: | To Be Determined |
| Application Deadline: | To Be Determined |
| Award Decision: | 11/30/2001 |
| Beginning Contract Date: | 01/01/2002 |
| Description of Grant: | |

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 Statute* 145.925) and the Family Planning Rule (*Minnesota Rule* Parts 4700.1900-4700.2500).

The level of funding available for FPSP is yet to be determined by the legislature. The amount allocated for the two-year period 2000-2001 was \$9,958,000.

Contact Person: Ronald Campbell
Maternal and Child Health Section Manager
Division of Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9936
Fax: (651) 215-8953
Email: ron.campbell@health.state.mn.us

Fetal Alcohol Syndrome

| | |
|---|--|
| Eligible Applicants: | Community Health Boards and Non-Profit Organizations |
| Amount of Available Funds: | To Be Determined |
| Duration of Grants: | To Be Determined (at least one calendar year) |
| Application Materials Available: | To Be Determined |
| Application Deadline: | To Be Determined |
| Award Decision: | Within 60 days of application deadline. |
| Beginning Contract Date: | 01/01/2002 |
| Description of Grant: | |

The Minnesota Department of Health intends to provide Fetal Alcohol Syndrome (FAS) funding for community agencies to prevent FAS, and/or to provide services to individuals with FAS or alcohol related effects.

Contact Person: Elisabeth Atherly
Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 300
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9865
Fax: (651) 215-8959
Email: elisabeth.atherly@health.state.mn.us

State Grants & Loans

HIV/STD Prevention Programs

| | |
|---|--|
| Eligible Applicants: | Public or private agencies (not-for-profit, 501-C3) that can demonstrate the administrative, organizational, programmatic and fiscal capability to deliver the proposed program. |
| Amount of Available Funds: | Determined by federal and state appropriations. (estimated that approximately \$3 million will be available) |
| Duration of Grants: | 01/01/2003 - 12/31/2005 |
| Application Materials Available: | January 2002 (approximate date) |
| Application Deadline: | To Be Determined |
| Award Decision: | To Be Determined |
| Beginning Contract Date: | 01/01/2003 |
| Description of Grant: | |

The Minnesota Department of Health (MDH) funds targeted programs for the prevention of Human Immunodeficiency Virus (HIV) and Sexually Transmitted Diseases (STD) within four categories. The program categories (target populations) are:

1. Men who have sex with men;
2. Heterosexual women at risk for HIV/STD infection;
3. Injection drug users;
4. Men who have sex with men and are injection drug users.

Applicants will need to meet the following minimum expectations:

1. Identification of one of the target populations listed above, and evidence of a history of successfully working with the designated population.
2. Identification of a means for effectively locating and reaching those individuals within the designated populations identified as being at risk of HIV and STD infections, and identification of a community collaboration/networking strategy, which will directly impact prevention programming for that population.
3. Ability to implement specific intervention strategies identified as most likely to demonstrate success within the designated population in terms of facilitating and maintaining behavioral changes and choices to reduce the risk of HIV and STD infections.
4. Identification of a system to collect program data and client information that will document and measure the implementation of program strategies and interventions (i.e., process evaluation).

Contact Person: Gary Novotny
AIDS/STD Prevention Services Section
Minnesota Department of Health
717 Delaware Street Southeast, Second Floor
P.O. Box 9441
Minneapolis, MN 55440-9441
Phone: (612) 676-5698
Fax: (612) 676-5739
Email: gary.novotny@health.state.mn.us

Home Visiting Projects to Prevent Child Abuse and Neglect

| | |
|---|--|
| Eligible Applicants: | Community Health Boards (CHBs) Applications from CHBs will be accepted for expected funding of up to six new projects |
| Amount of Available Funds: | To Be Determined |
| Duration of Grants: | 01/01/2002 - 06/30/2003 |
| Application Materials Available: | 06/01/2001 |
| Application Deadline: | 08/31/2001 |

Award Decision: Within 45 days of receipt of completed applications (approximately 10/15/2001).

Beginning Contract Date: 01/01/2002

Description of Grant:

The Minnesota Department of Health (MDH) is seeking proposals from Community Health Boards for public health nurse home visiting services designed to provide early intervention services to families at-risk for child abuse and neglect. These services are recommended from the first trimester of pregnancy and continued, based upon need, until the child reaches age six. Such services must be an **expansion** of current public health nurse home visiting activities.

Program services must be culturally relevant and designed to foster collaboration among existing agencies and community-based organizations. Coordination with other local home visiting programs, particularly those offered by school districts, is also required so as to avoid duplication of services. Successful applicants will be required to participate fully in the MDH program evaluation, including electronic data entry and submission, and to meet the statutory requirements for staff training.

Effective 07/01/2003, MDH plans to distribute its several home visiting funding sources through a coordinated process.

Contact Person: Barb Palmer
Division of Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 282-2953
Fax: (651) 215-8953
Email: *barb.palmer@health.state.mn.us*

Indian Health

Eligible Applicants: Community Health Boards

Amount of Available Funds: \$177,000 Per Year

Duration of Grants: 01/01/2002 - 12/31/2003

Application Materials Available: 05/21/2001

Application Deadline: 10/31/2001
Application is to be included as part of the Community Health Services Plan Update - with a copy of the Indian Health Grant section sent to the contact person listed below.

Award Decision: 12/21/2001

Beginning Contract Date: 01/01/2002

Description of Grant:

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.

Contact Person: Sheila Brunelle
Division of Community Health Services
Minnesota Department of Health
121 East Seventh Place, Suite 460
P.O. Box 64975
St. Paul, MN 55164-0975
Phone: (651) 282-3853
Fax: (651) 297-5808
Email: *sheila.brunelle@health.state.mn.us*

State Grants & Loans

Maternal and Child Health Special Projects (MCHSP) - Update

| | |
|---|-------------------------|
| Eligible Applicants: | Community Health Boards |
| Amount of Available Funds: | To Be Determined |
| Duration of Grants: | 01/01/2000 - 12/31/2003 |
| Application Materials Available: | 03/30/2001 |
| Application Deadline: | 10/31/2001 |
| Award Decision: | 12/14/2001 |
| Beginning Contract Date: | Not Applicable |

Description of Grant:

Effective with this current grant cycle, the Minnesota Department of Health (MDH) plans to move the Maternal and Child Health Special Projects (MCHSP) onto a four-year grant cycle consistent with that of the Community Health Services (CHS) Subsidy, calendar years 2000-2003. For continuation funding of the years 2002-2003, all that would be needed of Community Health Boards is a completion of forms for calendar years 2002 and 2003 and a description of any substantive program changes. The following four-year grant cycle, calendar years 2004-2007, will be consistent with the CHS subsidy application cycle.

The following description is based upon existing state law which may be revised during the current legislative session. Updated information will be provided to Community Health Boards as changes are proposed and enacted.

Eligibility is limited to community health boards as defined in *Minnesota Statute* 145A.01, subdivision 5. Other public and private providers **may not** apply directly to the department for funding through this category.

MCHSP funds provide core funding for support of local public health infrastructure focused on the improved health of mothers, children, and their families. The program also targets funds to serve high-risk and low-income persons and in statewide priorities: 1) Improved Pregnancy Outcome Program, 2) Family Planning Program, 3) Handicapped/Chronically Ill Children's Program, and 4) Childhood Injury Control Program.* State law also requires that maternal and child health projects established prior to the statewide formula MCHSP program be continued. The affected Community Health Boards, (North Country, Carlton-Cook-St. Louis, Minneapolis, St. Paul and Goodhue-Wabasha) are required as part of their formula MCHSP 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 level of funding available for the MCH Special Projects for the two-year period, calendar years 2002-2003, is yet to be determined through congressional and legislative actions. For calendar years 2000-2001, a total of \$14,840,000 was available. As soon as appropriation amounts can be determined, a table of agency-specific allocations will be distributed.***

Proposed Changes:

- * A proposed change would allow funding to be used for other child and adolescent health problems in addition to childhood injury.
- ** A proposed change would make continuation of these projects a discretionary matter for the affected Community Health Boards.
- *** A proposed change would set a minimum funding level for all community health boards at 95 percent of their calendar years 1998-1999 awards.

Contact Person: Ronald Campbell
Maternal and Child Health Section Manager
Division of Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9936
Fax: (651) 215-8953
Email: ron.campbell@health.state.mn.us

Migrant Health

| | |
|---|--|
| Eligible Applicants: | Cities, counties, groups of cities or counties, or non-profit organizations. |
| Amount of Available Funds: | \$104,000 Per Year |
| Duration of Grants: | 01/01/2002 - 12/31/2003 |
| Application Materials Available: | 05/21/2001 |
| Application Deadline: | 07/30/2001 |
| Award Decision: | 08/31/2001 |
| Beginning Contract Date: | 01/01/2002 |

Description of Grant:

The purpose of this program is to fund the establishment, operations, or subsidization 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 purpose of such employment. First consideration for funding will be given to organizations that can provide services on a statewide basis.

Contact Person: Sheila Brunelle
Division of Community Health Services
Minnesota Department of Health
121 East Seventh Place, Suite 460
P.O. Box 64975
St. Paul, MN 55164-0975
Phone: (651) 282-3853
Fax: (651) 297-5808
Email: sheila.brunelle@health.state.mn.us

Minnesota Education Now and Babies Later (MN ENABL)

| | |
|---|--|
| Eligible Applicants: | Community-based organizations including Community Health Boards, school districts, and non-profit organizations. (Current grant recipients will receive a competitive advantage over new applicants based upon their performance.) |
| Amount of Available Funds: | To Be Determined |
| Duration of Grants: | 01/01/2002 - 12/31/2003 |
| Application Materials Available: | 06/2001 |
| Application Deadline: | 08/01/2001 |
| Award Decision: | 11/2001 |
| Beginning Contract Date: | 01/01/2002 |

Description of Grant:

The goal of the program is to reduce adolescent pregnancy through an abstinence education approach. Community-based organizations must use a multi-faceted, primary prevention, community health promotion model to educate and support adolescents in their decision to postpone sexual involvement. Programs must be targeted to adolescents, ages 12-14 years, their parents and other primary caregivers and their communities, including schools.

Community-based programs must:

1. Assemble a core planning group.
2. Plan and implement community organization strategies by collaborating with other community organizations and individuals.
3. Promote messages in local media that support statewide efforts.
4. Utilize the "Postponing Sexual Involvement" (PSI) curriculum for teens in a variety of settings.
5. Utilize a positive approach that encourages 12-14 year old boys and girls to postpone sexual involvement, as well as teaching them the skills needed to succeed in this goal.
6. Participate in state organized trainings and state-level program evaluation.

State Grants & Loans

After this one-year grant cycle for 2002, the Minnesota Department of Health plans to distribute its several abstinence program funding sources through a combined grant solicitation process for a four-year period, calendar years 2003-2007.

Contact Person: Gabriel McNeal
MN ENABL State Coordinator
Division of Family Health
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9962
Fax: (651) 215-8953
Email: *gabriel.mcneal@health.state.mn.us*

Minnesota Rural Flex Grant Program

Eligible Applicants: Rural hospitals eligible to convert to Critical Access Hospital licensure, rural hospitals with 50 or fewer beds, rural health networks (applicants must be non-profit or local government entities), and rural emergency medical services (EMS) organizations.

Amount of Available Funds: Total available to be determined. The maximum for any grant award is \$25,000.

Duration of Grants: 12 Months

Application Materials Available: Fall, 2001

Application Deadline: Fall, 2001

Award Decision: Winter, 2002

Beginning Contract Date: Spring, 2002

Description of Grant:

Activities that further the objectives of the Minnesota Rural Hospital Flexibility Program are eligible for grant support. These objectives are to promote regionalization of health care services, improve access to quality health care services, and provide for the development and/or enhancement of rural health networks, including emergency medical services networks. Activities eligible for funding include community planning and needs assessments as well as health systems development and improvement projects.

Contact Person Jill Zabel
Office of Rural Health and Primary Care
Minnesota Department of Health
121 East Seventh Place, Suite 460
P.O. Box 64975
St. Paul, MN 55164-0975
Phone: (651) 282-6304
Fax: (651) 297-5808
Email: *jill.zabel@health.state.mn.us*

Minnesota Youth Tobacco Prevention Initiative

Eligible Applicants: Non-profit organizations; school districts, colleges, and universities; Community Health Boards; other governmental entities; professional organizations and associations; health-care organizations; and, other interested organizations.

Amount of Available Funds: Local: \$3,500,000
Populations at Risk: \$1,500,000

Duration of Grants: Up to Five Years

Application Materials Available: To Be Determined (approximately 11/01/2001)

Application Deadline: To Be Determined (approximately 02/01/2002)

Award Decision: Approximately 05/01/2002

Beginning Contract Date: 07/01/2002

Description of Grant:

In order to change the social environment and make tobacco use unacceptable and undesirable at the community level, local tobacco prevention projects and populations-at-risk projects will focus on advancing the Youth Tobacco Prevention Initiative toward meeting one or more of these policy objectives: 1) reducing youth access to tobacco products; 2) reducing exposure to second-hand smoke; 3) promoting the comprehensive school-based prevention initiatives; 4) educating about the impact of tobacco price increases on reducing youth tobacco use; and/or, 5) providing linkages to cessation resources.

Local projects will focus on developing coalitions and implementing tobacco prevention strategies through collaborative efforts, putting already-known quantitative and/or qualitative research findings into practice, fostering the development of novel approaches to preventing youth tobacco use, and/or demonstrating the feasibility of such approaches in Minnesota.

Populations-at-risk projects will focus on reducing disparities in the prevalence of tobacco use by populations at increased risk of using tobacco, with an increased burden of disease related to tobacco use, and/or those targeted by the tobacco industry.

Contact Person: Cindy Borgen
Community Health Services
Tobacco Prevention and Control
Minnesota Department of Health
85 East Seventh Place, Suite 300
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9807
Fax: (651) 215-8958
Email: *cindy.borgen@health.state.mn.us*

Sexual Violence Prevention Partnerships

Eligible Applicants: Partnerships between at least two organizations. Partnerships must include a local sexual assault program or the state sexual assault coalition, and may include, but are not limited to: Community Health Boards, schools, community service organizations, corrections, workplaces; and, organizations promoting child and/or youth development, parent education, and physical/mental health.

Amount of Available Funds: Up to approximately \$40,000 per project annually.

Duration of Grants: 10/01/2001 - 09/30/2003

Application Materials Available: Approximately mid-April 2001

Application Deadline: Approximately 07/01/2001

Award Decision: Approximately mid-August 2001

Beginning Contract Date: 10/01/2001

Description of Grant:

The purpose of these grants is to integrate awareness of sexual violence with other key prevention efforts that are likely to contribute to the reduction of sexual assault perpetration.

Grantees will:

1. Educate about sexual violence.
2. Provide education and promote health-supportive skills, norms and behaviors in one or more of the following focus areas:
 - a. Gender socialization
 - b. Child/youth development, including parenting
 - c. Sexual behavior
 - d. Nonviolence

Strategies should foster empathy, accountability, communication and self-esteem.

Consideration may be given to re-funding grantees and/or awarding additional grants in the summer of 2003.

State Grants & Loans

Contact Person: Amy Okaya
Center for Health Promotion
Minnesota Department of Health
85 East Seventh Place, Suite 300
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9874
Fax: (651) 215-8959
Email: amy.okaya@health.state.mn.us

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

Eligible Applicants: See Below: "Description of Grant"
Amount of Available Funds: Determined by Federal Appropriation
Duration of Grants: 10/01/2001 - 09/30/2003
Application Materials Available: Mailed Out Upon Receipt of Notice
Application Deadline: 06/01/2001
Award Decision: Within 30 days of receipt of completed application, but no sooner than 06/18/2001.
Beginning Contract Date: 10/10/2001

Description of Grant:

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 or who qualify for Medical Assistance (MA) or other specified programs. 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 those persons. All current WIC agreements will terminate on 09/30/2001.

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 non-profit health service agency.
- Third priority is given to a public human service agency.
- Fourth priority is given to a private non-profit 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.

If additional information or revisions are needed to the application after it is submitted, a request shall be made within 15 days of receipt. A revised application must be received within 15 days of the date of the request.

Contact Person: Linda Dorsey
Division of Family Health
Supplemental Nutrition Programs
Minnesota Department of Health
85 East Seventh Place, Suite 400
P.O. Box 64882
St. Paul, MN 55164-0882
Phone: (651) 281-9904
Fax: (651) 215-8951
Email: *linda.dorsey@health.state.mn.us*

State Indoor Radon Grant

Eligible Applicants: City and county governments, Community Health Boards, universities and colleges, and non-profit organizations.

Amount of Available Funds: To Be Determined

Duration of Grants: Approximately One Year

Application Materials Available: Available approximately 05/15/2001

Application Deadline: Approximately 07/30/2001

Award Decision: Approximately 09/15/2001

Beginning Contract Date: Approximately 10/01/2001

Description of Grant:

The State Indoor Radon Grant is a federally funded program sponsored by the U.S. Environmental Protection Agency (EPA) and administered through the Minnesota Department of Health (MDH). Subject to availability of federal funds, MDH awards grants to local partners for radon related projects. Grant awards will be used to increase public awareness about radon and to help local organizations develop long-term projects to reduce radon exposure.

Radon is a colorless, odorless, tasteless gas that comes from the breakdown of naturally occurring uranium in soil, rock and groundwater. Radon is the second leading cause of lung cancer and it is estimated that one in three households in Minnesota have elevated levels of radon.

In order to fund projects, MDH is required to provide a 50/50 match. One dollar of non-federal money is required for each dollar the EPA gives Minnesota organizations.

Contact Person: Georg Fischer
Environmental Health Division
Minnesota Department of Health
121 East Seventh Street, Suite 360
P.O. Box 64975
St. Paul, MN 55164-0975
Phone: (651) 215-0932
Fax: (651) 215-0975
Email: *georg.fischer@health.state.mn.us*

State Grants & Loans

Proposed Legislative Initiatives which are Contingent upon State Legislature or Federal Agency Approval

The Governor's 2002-2003 budget includes grant funding for the following activities. Please note that if funding becomes available in these areas, the Minnesota Department of Health (MDH) will send out more information this summer.

Health Disparities:

- \$5,000,000 for competitive grants to public, private non-profits and Indian tribal governments for effective prevention strategies to reduce health disparities in one or more of the following areas: infant mortality, breast and cervical cancer screening, HIV/AIDS/STD prevention, immunizations, cardiovascular disease prevention, diabetes, and injury and violence prevention.
- \$4,450,000 for non-competitive grants to Community Health Boards to provide services targeted at reducing maternal and child health disparities.
- \$1,000,000 for non-competitive grants to Indian tribal governments for community interventions to reduce health disparities among American Indians.
- \$450,000 for non-competitive grants to Community Health Boards to improve access to health screening and follow-up services to foreign born populations.

Immunizations:

- \$3,000,000 for non-competitive grants to all Community Health Boards to support the development and maintenance of a statewide immunization information service.

Suicide Prevention:

- \$1,650,000 for competitive grants to public, private non-profits and Indian tribal governments for community-based planning and evidence-based suicide prevention strategies targeting high risk populations.

Teen Pregnancy Prevention:

- \$4,800,000 for competitive grants to public, private non-profits and Indian tribal governments to focus on reducing disparities in teen pregnancy rates between whites, American Indians, and populations of color.
- \$2,800,000 for non-competitive grants to Community Health Boards or Indian tribal governments whose communities have the greatest risks for teen pregnancy. Grants will be awarded to enhance or expand existing culturally appropriate youth programs.
- \$4,000,000 for non-competitive grants to Community Health Boards.
- \$1,000,000 for non-competitive grants to Indian tribal governments.
- \$2,800,000 for competitive grants for the implementation of statewide media campaigns that are culturally appropriate and designed with a focus on using positive approaches to prevent teen pregnancy.

Health Workforce Development:

- \$891,000 for competitive community/regional grants to respond to health care worker shortages. Communities and regions that receive grants will be expected to employ strategies to attract and retain members of minority communities in the health workforce.

The MDH's federal application for a Community-Based Abstinence Education Grant Program:

- MDH has submitted a federal application for a new source of funds to support community-based abstinence education efforts. If the federal application is approved, the MDH will issue a new solicitation for local projects.

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 "Notice of Intent to Apply for 2002-2003 Grant Funds Checklist." The Checklist is included in this publication.

The "Notice of Intent to Apply for 2002-2003 Grant Funds Checklist" must be received by the Department of Health no later than 4:30 p.m., Friday, April 20, 2001. If an organization receives the "2002-2003 Available Grant Funds Notice" after this date, contact the Minnesota Department of Health staff person identified for each grant for current information on the application process.

The Minnesota Department of Health and local Community Health Boards carry out Minnesota's public health activities in partnership. Agencies that are not Community Health Boards must submit a copy of the "Notice of Intent to Apply for 2002-2003 Grant Funds Checklist" to the community health board in their geographical service area. A list of Community Health Boards is attached.

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 the Intent to Apply for 2002-2003 Grant Funds 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

The department will provide an organization, which has expressed intent to apply for funds, with pertinent application materials, information on the review and award process, and technical assistance information as it becomes available.

STEP 3: Submission of Completed Applications

Completed applications must be received by the Minnesota Department of Health office listed in the application materials you receive (Step 2 above) no later than 4:30 p.m. on the date identified for each grant. 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.

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).

STEP 4: Awarding of Funds

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 schedule for each grant.

Duration of Funding

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

Communication

For further information, please contact the Minnesota Department of Health staff person identified for each grant. As more funding opportunities are confirmed, information will be posted to the Minnesota Department of Health Website at <http://www.health.state.mn.us>. Please refer to the "Available Grant Funds Notice" on the Website.

State Grants & Loans

Minnesota Community Health Board Information

| Community Health Board (CHB) | Phone Number |
|--|--------------|
| Aitkin/Itasca/Koochiching CHB | 218-326-4947 |
| Anoka County CHB | 763-422-7030 |
| Becker/Mahnomen/Norman CHB | 218-847-9224 |
| Beltrami/Clearwater/Hubbard/ Lake of the Woods CHB | 218-634-1795 |
| Benton/Sherburne CHB | 763-241-2750 |
| Big Stone/Chippewa/Lac Qui Parle/Swift/Yellow Medicine CHB | 320-843-4546 |
| Blue Earth County CHB | 507-389-8335 |
| Brown/Nicollet CHB | 507-233-6820 |
| Carlton/Cook/Lake/St. Louis CHB | 218-727-8010 |
| Carver County CHB | 952-442-4493 |
| Cass/Todd/Wadena/Morrison CHB | 218-631-7629 |
| Chisago County CHB | 651-213-0301 |
| Clay/Wilkin CHB | 218-299-5220 |
| Cottonwood/Jackson CHB | 507-847-2366 |
| Crow Wing County CHB | 218-824-1080 |
| Dakota County CHB | 651-552-3104 |
| Dodge/Steele CHB | 507-444-7650 |
| Douglas County CHB | 320-763-6018 |
| Faribault/Martin CHB | 507-238-4757 |
| Fillmore/Houston CHB | 507-765-3898 |
| Freeborn County CHB | 507-377-5100 |
| Goodhue County CHB | 651-385-6100 |
| Grant/Pope/Stevens/Traverse CHB | 320-589-7425 |
| Hennepin County CHB | 612-348-3925 |
| City of Bloomington CHB | 952-948-8900 |
| City of Edina CHB | 952-826-0370 |
| City of Minneapolis CHB | 612-673-2301 |
| City of Richfield CHB | 612-861-9881 |
| Isanti/Mille Lacs CHB | 320-983-8318 |
| Kandiyohi County CHB | 320-235-4785 |
| Kanabec/Pine CHB | 320-679-6330 |
| Kittson/Marshall/Pennington/Red Lake/Roseau CHB | 218-874-7845 |

Minnesota Community Health Board Information

| Community Health Board (CHB) | Phone Number |
|-------------------------------------|---------------------|
| Le Sueur/Waseca CHB | 507-835-0656 |
| Lincoln/Lyon/Murray/Pipestone CHB | 507-537-6713 |
| Meeker/McLeod/Sibley CHB | 320-693-5370 |
| Mower County CHB | 507-437-9770 |
| Nobles/Rock CHB | 507-372-8256 |
| Olmsted County CHB | 507-285-8370 |
| Otter Tail County CHB | 218-739-2528 |
| Polk County CHB | 218-281-5408 |
| St. Paul/Ramsey County CHB | 651-266-2400 |
| Redwood/Renville CHB | 320-523-2570 |
| Rice County CHB | 507-332-6111 |
| Scott County CHB | 952-496-8398 |
| Stearns County CHB | 320-656-6000 |
| Wabasha County CHB | 651-565-5200 |
| Washington County CHB | 651-430-6655 |
| Watonwan County CHB | 507-375-3294 |
| Winona County CHB | 507-457-6400 |
| Wright County CHB | 763-682-7400 |

**Minnesota Department of Health
Notice of Intent to Apply for 2002-2003 Grant Funds Checklist**

Please submit this entire form by **April 20, 2001** to D'Ann Topoluk, Section of Financial Management, Minnesota Department of Health, P.O. Box 64882, St. Paul, MN 55164-0882. After April 20, 2001, please contact the Minnesota Department of Health staff person identified for each grant for current information on the application process.

Our agency intends to apply for the following grants and requests information from the Minnesota Department of Health. (Descriptions of grant programs are included in the Available Grant Funds Notice included with this form; please refer to it for more details.)

| Name and Address of Applicant Organization | Type of Applicant Organization (e.g., community health board, non-profit organization, hospital) | Contact Person | Contact Person's Telephone Number | Check Here if You Plan to Apply for These Funds |
|---|---|----------------|-----------------------------------|---|
| WIC ONLY (Proposed Geographic Area and/or Special Population of Project) | CSFP ONLY (Proposed Geographic Area) | | | |
| 1. Commodity Supplemental Food Program (CSFP) | | | | |
| 2. Family Planning Hotline | | | | |

Continued

Minnesota Department of Health

Notice of Intent to Apply for 2002-2003 Grant Funds Checklist

| MDH Grant Program | Contact Person | Contact Person's Telephone Number | Check Here if You Plan to Apply for These Funds |
|---|----------------|-----------------------------------|---|
| 3. Family Planning Special Projects (FPSP) | | | |
| 4. Fetal Alcohol Syndrome | | | |
| 5. Home Visiting Projects to Prevent Child Abuse and Neglect | | | |
| 6. Human Immunodeficiency Virus (HIV)/Sexually Transmitted Diseases (STD) Prevention Programs | | | |
| 7. Indian Health | | | |
| 8. Maternal and Child Health Special Projects (MCHSP) | | | |
| 9. Migrant Health | | | |
| 10. Minnesota Education Now and Babies Later (MN ENABL) | | | |
| 11. Minnesota Rural Flex Grant | | | |

Continued

State Grants & Loans

Minnesota Department of Health
 Notice of Intent to Apply for 2002-2003 Grant Funds Checklist

| MDH Grant Program | Contact Person | Contact Person's Telephone Number | Check Here if You Plan to Apply for These Funds |
|--|----------------|-----------------------------------|---|
| 12. Minnesota Youth Tobacco Prevention Initiative | | | |
| 13. Sexual Violence Prevention Partnerships | | | |
| 14. Special Supplemental Nutrition Program for Women, Infants and Children (WIC) | | | |
| 15. State Indoor Radon Grant | | | |

Department of Human Services

Continuing Care Division, HIV/AIDS Programs

Notice of Request for Proposals to Provide Comprehensive HIV Case Management and Care Advocacy Services for People Living with HIV/AIDS

The Minnesota Department of Human Services, Continuing Care for Persons with Disabilities Division, HIV/AIDS Programs is soliciting proposals from qualified agencies to provide Comprehensive HIV Case Management and/or Care Advocacy services to Minnesotans and residents of Pierce and St. Croix Counties in Wisconsin living with Human Immunodeficiency Virus (HIV). The goal of Comprehensive HIV Case Management is to support access to cost effective health care services; to reduce the risk of HIV transmission; to ensure that basic client needs are met (food, shelter, and medical care); and to increase client access to needed community supports or services. The primary activities of Comprehensive HIV Case Management services must include:

1. Initial and ongoing assessment of needs, especially focused on meeting basic needs;
2. Individual care planning that addresses mutually identified needs and tasks for client and case manager to resolve the problem;
3. Planning for the receipt of cost effective health care and support services;
4. Monitoring and coordination of the delivery of health care and social services;
5. Referrals to other services to address the needs identified in the assessment; and
6. Initial and ongoing assessment of sexual and drug related HIV transmission issues and the provision of risk reduction education and counseling.

The Department intends to award grant contracts to no more than 13 agencies to provide Comprehensive HIV Case Management services, for a total amount not to exceed \$1,800,000 annually for fiscal years 2002 and 2003.

Care Advocacy is defined as episodic or short term provision of advice and assistance in obtaining medical, housing, nutritional, social, community, legal, financial and other needed services. Care Advocacy focuses on providing appropriate referrals to services, and unlike Comprehensive HIV Case Management, does not require care planning or coordination and follow-up on medical treatments and social services. The Department intends to award grant contracts to no more than two agencies to provide Care Advocacy services, for a total amount not to exceed \$50,000 annually for fiscal years 2002 and 2003.

Contracts will be effective July 1, 2001, and continue for 24 months.

The full text of the Request for Proposals is available upon request by contacting:

Jonathan Hanft
HIV/AIDS Programs
444 Lafayette Road North
St. Paul, MN 55155-3872
Phone: (651) 582-1983
TTY: (651) 297-5353
Email: jonathan.k.hanft@state.mn.us

Proposals must be submitted in the format described in the Request For Proposals. Proposals must be received no later than 4:30 p.m. on Friday, April 6, 2001. Late proposals will not be considered.

Department of Human Services

Family and Children Division

Family and Children Division Announces a Request for Proposal for Grant Funds to Develop and Manage a Regional Foster Care and Adoption Recruitment Initiative

This initiative would sponsor the development and management of Regional Parent Resource Developers and Advisory Committees throughout the state.

The purpose of this RFP is to contract for a qualified vendor to assist DHS in both the development and management of a regional foster care and adoption recruitment initiative. The goal of the regional recruitment initiative is to have available in each

State Grants & Loans

region a pool of skilled, trained, and supported foster and adoptive parents who reflect the racial and cultural diversity of children in need of placement in that region.

The initial grant period will be for the 24-month period from July 1, 2001 to June 30, 2003. The Department estimates that the funding available is \$245,000.00 per year for up to four years. A two-year contract will be awarded, followed by another two-year contract if there is satisfactory performance. If additional funds become available, they may be added to this contract.

Proposals will be accepted to serve metropolitan area, non-metropolitan area or a statewide program. Eligible applicants include private non-profit human service organizations or public human service organizations.

Applicants may request a copy of the Request for Proposal, which includes application instructions from:

Minnesota Department of Human Services
Attention: Deborah Beske Brown
444 Lafayette Road
St. Paul, Minnesota 55155
Phone: (651) 296-4309

Bidder Conference to be held on March 21, 2001 at 1:30 p.m. in Conference Room 1B at 444 Lafayette Road, St. Paul, Minnesota. Attendance at the Bidder Conference is not mandatory but is highly recommended.

All proposal packages must be submitted no later than **4:30p.m on April 18, 2001.**

State 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 \$25,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: agency name and address, name of agency contact person, description of project and tasks, cost estimate and final submission date and time of completed proposal. Certain quasi-state agencies and MnSCU institutions are exempted from these provisions. In accordance with *Minnesota Rules* 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. Certified Economically Disadvantaged Businesses and individuals shall receive the equivalent of a 4% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (651) 296-2600 or [TTY (651) 282-5799.]

Department of Administration

Office of Technology

Notice of a Request for Information Regarding an Enterprise Document Management and Imaging Architecture Strategy

Currently, the Department of Revenue has published an extensive imaging RFP in the *State Register* to meet its specific business need. Using that RFP as a model, the Office of Technology would like interested vendors to address the issue of how their imaging solution would fit into an enterprise imaging architecture strategy. Vendors need not respond to the Revenue RFP to submit information to us, but should examine Revenue's RFP carefully as a basis for providing the Office of Technology with their analysis.

This analysis will help in assessing the cost effectiveness in building a single solution to service various agency imaging needs versus individual agency imaging systems. According to a state contracted technology consulting firm, at least four other states are retreating from individual agency imaging implementations and considering an enterprise imaging/document management strategy.

To date in the State of Minnesota, Departments of Public Safety, Human Services, and Transportation, in addition to other smaller agencies, have all indicated they may have an interest in participating in an enterprise level Imaging and Document Management system initiative. This provides the Office of Technology with a sufficient rationale to request this analysis.

A copy of this RFI will be available from the Office of Technology website (www.ot.state.mn.us), and by request. The vendor should direct all such responses to the Office of Technology. Responses are due to the Office of Technology by **March 20, 2001**.

If you have questions regarding the Request For Information contact:

Greg Peterson
Department of Administration
Office of Technology
332 Minnesota Street, Suite 1100 East
St. Paul, MN 55101
Phone: (651) 296-6397
Email: greg.peterson@state.mn.us

Department of Administration

Facilities Management Bureau

Notice of Request for Proposals for Building Management and Operation Contract at Duluth Government Services Center, Duluth, Minnesota

The Department of Administration is requesting proposals for a three-year building management and operation contract for the Duluth Government Services Center building located in Duluth, Minnesota. The contract shall have a three-year term and be in effect from July 1, 2001 to June 30, 2004 with the opportunity for a two-year extension of the term, if mutually agreed. The three-year contract has an estimated value of \$2,200,000.00. The agency is not bound by this amount. A decreasing performance bond will be required over the course of the three-year contract for items requiring performance bond coverage as a guarantee for the faithful performance of the duties and obligations of the contract. Expenses related to the performance bond will be borne by the successful respondent.

A Request for Proposal may be obtained by calling or writing:

Plant Management Division
Department of Administration
117 University Avenue, Room 301
St. Paul, Minnesota 55155
Phone: (651) 296-6800

A mandatory walk-through has been scheduled for Monday, March 12, 2001 and is subject to change. Proposal responses must be submitted no later than **3:30 p.m. on Friday, March 30, 2001**. Only those proposal respondents participating in the mandatory walk-through will be considered. It is anticipated that evaluation and selection will be completed by Friday, April 27, 2001.

Minnesota State Colleges and Universities

Winona State University

Request for bids for LCD Projection Systems

NOTICE IS HEREBY GIVEN that Winona State University will receive sealed bids for LCD Projection Systems with mounting hardware for classrooms.

Bid specifications will be available March 5, 2001 from the Winona State University Purchasing Department, P.O. Box 5838, 205 Somsen Hall, Winona, MN 55987 or by calling, **phone:** (507) 457-5419.

Sealed bids must be received by Sandra Schmitt at P.O. Box 5838, or 175 W. Mark St., Somsen 205G, Business Office, Winona State University, Winona, MN 55987 **by 2:00 p.m., Tuesday, March 20, 2001**.

Winona State University reserves the right to reject any or all bids or portions thereof, or to waive any irregularities or informalities in proposals received.

State Contracts

Iron Range Resources and Rehabilitation Board

Notice of Availability of Contract for Financial Services

The Iron Range Resources and Rehabilitation Board (IRRRB) is requesting proposals from qualified financial advisors to provide services in the areas of investment strategy, alternative funding sources, bond issues, tax increment, tax abatement, and related issues.

Work is proposed to start after April 1, 2001.

A Request for Proposals will be available by mail from this office through March 16, 2001. A written request, by direct mail or fax, is required to receive the Request for Proposal. After March 16, the Request for Proposal must be picked up in person.

The Request for Proposal can be obtained from:

Joyce Stoehr, Contract Coordinator
IRRRB
1006 Highway 53
P.O. Box 441
Eveleth, MN. 55734
Phone: (218) 744-7400
Fax: (218) 744-7402

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than **3:30 p.m. Central Time, March 23, 2001**. Late proposals will not be considered.

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

Minnesota Historical Society

Request for Proposals for Salvage and Transport of Selected Historic Milling Equipment at Albany Roller Mills, Inc. March 5, 2001

The Minnesota Historical Society is seeking proposals from firms qualified to provide services, skilled labor, materials and equipment necessary to remove selected historic milling equipment from the Albany Roller Mill, at 730 Church Street, Albany, Minnesota; to clean, transport, and deliver historic milling equipment to the Minnesota Historical Society, 1500 Mississippi Street, Saint Paul, Minnesota; and to patch and clean the historic mill.

The Request for Proposals is available by calling or writing Chris M. Bonnell, or his agent, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102. **Phone:** (651) 297-5863, **email:** chris.bonnell@mnhs.org

A **mandatory** pre-proposal meeting will be held on Monday, March 26, 2001 at 1:00 p.m. Local time. The meeting will be held at the Albany Roller Mill, 730 Church Street, Albany, Minnesota.

All proposals must be received by Chris M. Bonnell, Contracting Officer for the Minnesota Historical Society, 345 Kellogg Boulevard West, St. Paul, MN 55102 or an authorized agent, no later than **2:00 p.m., Local Time, Thursday, April 5, 2001**. A proposal opening will be conducted at that time. Proposals must be submitted in a sealed envelope with the project name clearly written on the envelope. A Bid Bond must be included in the amount of 5% of the total base bid if the total base bid is over \$50,000. Late proposals will not be considered.

Authorized agents for receipt of proposals are the following: Mary Green-Toussaint, Contracting and Procurement Technician or any Work Service Center staff member in the Finance and Administration Division on the 4th floor of the History Center. Proposals may not be delivered to the information desk, to the guard or to any location or individual other than as specified above.

Complete specifications and details concerning submission requirements are included in the Request for Proposals.

Department of Natural Resources

Division of Forestry

Minnesota Forest Resources Council

Notice of Request for Proposals for Monitoring Implementation of Timber Harvesting and Forest Management Guidelines on Public and Private Forest land in Minnesota

NOTICE IS HEREBY GIVEN that the Minnesota Department of Natural Resources in consultation with the Minnesota Forest Resources Council is requesting proposals to perform specified steps necessary to undertake and complete implementation monitoring of timber harvesting and forest management guidelines on public and private forest lands in Minnesota.

In compliance with *Minnesota Statute* § 16C.08, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee, along with other responses to this Request for Proposal.

The purpose of this project is to evaluate the application of the timber harvesting and forest management guidelines on randomly selected timber harvesting sites on public and private forest land in Minnesota. For purposes of this project, forest land ownership categories in Minnesota are state, county, USDA Forest Service, forest industry, nonindustrial private forest, and American Indian land. The selected harvest sites will be located throughout the forested regions of the state.

To request the full RFP, please contact:

Sally Ruckmar
DNR/Division of Forestry
500 Lafayette Road
St. Paul, MN 55155-4044
Phone: (651)296-5963
Fax: (651) 296-5954
Email: sally.ruckmar@dnr.state.mn.us

Proposals are due no later than **4:00 p.m., Monday April 9, 2001.**

Department of Public Safety

Office of Traffic Safety

Request for Proposals for Conducting the Statewide Motorcycle Rider Training Program

The Minnesota Department of Public Safety is seeking proposals to conduct the Minnesota Motorcycle Safety Program's Motorcycle Rider Training Program. Contractors' responsibilities include, but are not limited to: administration of the project, supervision and training of course instructors, rider course registration, assisting with evening motorcycle skills testing, and scheduling and providing basic and advanced rider courses at approximately fifty locations throughout the state. Details are contained in a Request for Proposals which may be obtained by calling or writing:

Barbara Johnson
Office of Traffic Safety
Department of Public Safety
444 Cedar Street
Suite 150, Town Square
St. Paul, MN 55101-5150
Phone: (612) 296-6954

The estimated cost of the contract is \$425,000.00. The Department will retain an option to extend the contract for two additional one-year periods. Final date for submitting proposals is **April 3, 2001, by 2:30pm.**

Department of Transportation

Public Comment Sought on Design Build Technical Memorandums for Proposed Truck Highway 14 Design Build Project in Rochester

The Minnesota Department of Transportation is requesting public comment on its Design Build Technical Memorandums for the proposed Trunk Highway 14 Design Build project in Rochester, Minnesota. The Department is seeking comment in order to obtain contractor/consultant input on the documents. The Design Build Technical Memorandums can be found on the Department's web page: www.dot.state.mn.us or by calling Paul Huston at (651) 284-3605.

The public comments on these memorandums may be incorporated in the RFP for this project that will issued at a later date.

All comments must be received by **4:30 p.m., March 15, 2001.**

Non-State Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State 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

Notice of Request for Proposals (RFP) for Architectural/Engineering Services: Repair of Metal Walls at F.T. Heywood Office and Overhaul Base Metropolitan Council Contract Number 01P026

The Metropolitan Council is requesting proposals for Architectural/Engineering Services to repair the metal walls at Council's F.T. Heywood Office and Overhaul Base.

| | |
|------------------------------------|----------------|
| <i>Issue Request for Proposals</i> | March 5, 2001 |
| <i>Receive Proposals</i> | April 5, 2001 |
| <i>Evaluate Proposals</i> | April 20, 2001 |
| <i>Negotiations Complete</i> | May 1, 2001 |

All firms interested in being considered for this project and desiring to receive an RFP package are invited to contact:

Amanda Petersen, Administrative Assistant, Contracts and Procurement Unit
Metropolitan Council Environmental Services
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1585
Fax: (651) 602-1138
Email: amanda.petersen@metc.state.mn.us

Inquiries regarding this project should be directed to Jan Bevins at **phone:** (651) 602-1132.

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Proposal or any modifications to it. If a contract for the project is awarded in excess of \$100,000, the requirements of *Minnesota Rules* 5000.3530 will be applicable. This project is FTA funded.

Metropolitan Council Metro Transit

Notice of Request for Proposals for Northwest Corridor Scoping Services RFP NO. 01P013

NOTICE IS HEREBY GIVEN that the Metropolitan Council Metro Transit (Council), which provides mass transit bus services to the Twin Cities of Minneapolis/St. Paul, Minnesota, is soliciting proposals from professional transportation consultants to provide scoping services to assist the Council in developing a Corridor Alternatives Analysis to analyze potential for a busway in the Northwest Corridor.

The Council is seeking proposals from consultants who can provide technical services that would assist the Council in undertaking analysis that will satisfy all future requirements of the FTA New Starts criteria, including refinements as defined in the *Federal Register* dated December 7, 2000.

The tentative schedule for this process is:

| | |
|---------------------------------------|-------------------|
| <i>RFP Issue Date</i> | February 26, 2001 |
| <i>Pre-Proposal Meeting/Site Tour</i> | March 12, 2001 |
| <i>Proposal Due Date</i> | April 2, 2001 |

All firms interested in this project should request a copy of the RFP through:

Amanda Petersen, Administrative Assistant, Contracts and Procurement Unit
Metropolitan Council
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
Phone: (651) 602-1585
Fax: (651) 602-1138
Email: amanda.petersen@metc.state.mn.us

All questions regarding this RFP shall be in writing and addressed to Mary DeMers, RFP Administrator, at the above address.

Minnesota Statutes, Sections 473.144 and 363.073, and *Minnesota Rules*, Parts 5000.3400 to 5000.3600 will be incorporated into any contract based upon the Proposal or any modifications to it. If a contract for the project is awarded in excess of \$100,000, the requirements of *Minnesota Rules* 5000.3530 will be applicable.

Metropolitan Council

Purchase of Portable Generator

The Metropolitan Council is soliciting sealed bids for the Purchase of a Portable Generator for the East Metro Transit Facility. Bids are due at **2:00 p.m., on March 23, 2001.**

Bids must be submitted in accordance with the Invitation for Bids document available from:

Metropolitan Council
Metro Transit Purchasing Department
515 N. Cleveland Avenue
St. Paul, MN 55114
Phone: (612) 349-5070

Non-State Contracts & Grants

Metropolitan Council

Purchase and Installation of Bus Vacuum System

The Metropolitan Council is soliciting sealed bids for the Purchase and Installation of a Bus Vacuum System for the new East Metro Transit Facility. Bids are due at **2:00 p.m., on March 26, 2001.**

Bids must be submitted in accordance with the Invitation for Bids document available from:

Metropolitan Council
515 N. Cleveland Avenue
St. Paul, MN 55114
Phone: (612) 349-5070

University of Minnesota

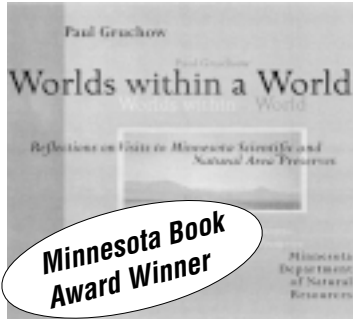
Notice of Bid Information Service (BIS) Available for All Potential Vendors

The University of Minnesota offers 24 hour/day, 7 day/week access to all Request for Bids/Proposals through its web based Bid Information Services (BIS). Subscriptions to BIS are \$75/year. Visit our web site at bidinfo.umn.edu or call the BIS Coordinator at (612) 625-5534.

Requests for Bids/Proposals are available to the public at no charge each business day from 8:00 a.m. to 4:30 p.m. in Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Mpls., MN 55454.

Available at Minnesota Bookstore – Our Landscape

Order form on back page



Minnesota Book Award Winner

A Guide to Minnesota's Scientific & Natural Areas *

This Guide presents Minnesota's landscape: Aspen Parkland, Prairie Grasslands, Deciduous Woods, and Coniferous Forests and introduces specific SNAs (scientific & natural areas) that preserve representative examples. Each site listing features a map and a description of geological formations, landscape types, and selected key plant and animal types. Includes township/range/section listing, total number of acres and how to access the site. Spiral-bound, 240pp. **Stock No. 9-8 \$14.95**

Worlds within a World * Reflections on Visits to

Minnesota Book Award Winner

Minnesota Scientific and Natural Area Preserves

This elegant book is a feast for the eyes and the soul. Beautiful color photographs accompany a collection of reflective essays by renowned author Paul Gruchow on the many wonders experienced at 12 scientific and natural areas. Includes field notes by Richel Burkey-Harris. Sure to please both the nature lover and devotee of Paul Gruchow, alike. Hardcover, 112pp. **Stock No. 9-33 \$24.95**



St. Croix River Valley and Anoka Sandplain: A Guide to Native Habitats

This photo-packed, 3-part guide to native habitat of the area provides detailed accounts of the 39 varieties of native habitat that still exist in the region. Features descriptive text, distribution maps, and lists of associated plants and animals for each habitat. Softcover, 234pp. **Stock No. 19-17 \$19.95**

Valley of Grass: Tallgrass Prairie and Parkland of the Red River Region

With numerous photos and thoughtful text, this book demonstrates the connecting threads between ecology, economy, and community through vivid examples of people studying, living and working with these habitats. Softcover, 122pp. **Stock No. 19-87 \$14.95**

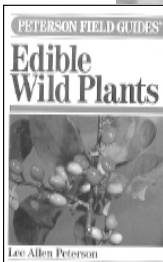
Minnesota Underfoot:

A Guide to Minnesota's Geology

Discover ancient lava flows at Taylor's Falls and along the North Shore. Learn about the network of buried river valleys under the Twin Cities. 56 of Minnesota's outstanding geologic features are presented in this book, with numerous hikes, drives and overlooks to enjoy. Softcover, 152pp. **Stock No. 19-95 \$16.95**

Lakescaping for Wildlife & Water Quality *

Learn how to landscape your shoreline property to prevent shoreline erosion, restore wildlife habitat, wildflowers and clean water. This book will show you the way to design your area for increased enjoyment of your lakeside or riverside getaway. Spiral-bound, 176pp. **Stock No. 9-53 \$19.95**



Field Guide to Edible Wild Plants

A quick, full-color guide to identify more than 100 edible wild foods growing in the United States and Canada. Learn how to survive if you're stranded in the wilderness, as one reader did by using this book. Softcover, 330pp. **Stock No. 9-74 \$16.95**

Start Mushrooming

Designed for the beginner, this book features six of the most unmistakable edible mushrooms in North America PLUS scrumptious recipes for a special Minnesota-fresh treat. Softcover, 128pp. **Stock No. 9-47 \$7.95**

* *Distributor and retailer discounts available for this title. See inside back cover for information.*

