

Rental Rehab Program

Eligibility

1. Rental housing owners of buildings which are one to six units within the Quad Cities of Virginia, Mt. Iron, Eveleth and Gilbert.

a. Rental units for permanent housing and not vacation rentals.

b. All buildings must be privately owned.

2. Confirmation project (or project phase) has not started construction. AEOA will conduct an initial site visit and document with photos. Agency reserves the right to award grants to projects which have started but an inspection must occur prior to construction to ensure eligibility and document existing conditions.

3. One project per applicant per year. If more than one project per year is proposed it will be determined on a case-by-case basis with approval by grant administrator prior to project beginning.

Business Energy Retrofit Prioritization

1. Leveraging other local, state, or federal funding sources. (1 point)
2. Readiness is demonstrated including but not limited to the following:
 - a. Bids are submitted with the application. (1 point)
 - b. Ready to begin within 90 days of application submittal. (1 point)
3. Code compliance issues (1 point)
4. Health and safety issues (1 point)

How It Works

1. Submit your Rental Rehab application, release, supporting documents and current prevailing wage compliant bids to AEOA for review. Awarding will go based on Score (5 points total) then, Date received
2. If approved, AEOA will contact you and schedule a site visit, take photo documentation of the property, and verify if the project is viable

At the site visit AEOA will conduct a health and safety inspection, if health and safety issues are identified funding will be used to correct the issues before it can be used on other items

Additionally AEOA and property owner will discuss the program more thoroughly and collect the application fee of \$250.00. If declined, AEOA will submit an email explaining the issue.

*****Prior to Starting the Project*****

Applicant Responsibilities:

1. Applicant to provide AEOA current prevailing wage compliant proposals/estimates from their selected contractor(s) with either application submission or 30 days from site visit.
2. AEOA conducts bid review with the applicant and AEOA verifies contractor requirements such as being licensed and/or registered to include having liability insurance are met.
3. AEOA, the applicant and contractor(s) will perform a pre-construction conference. At this conference both parties will complete the warranty agreement and proceed to work

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documents.

4. The applicant must have their banker or lender supply AEOA with a 1/2 funding verification email or letter for their portion of the project. Proof of contractor payments are eligible and will have to be provided prior to grant payment.
5. The Applicant (or AEOA) will hang the provided **“This project made possible through taxes paid by Minnesota’s Mining Industry”** sign in public view.

Contractor Responsibilities:

1. Contractors must be licensed, bonded and at a minimum be registered with the Department of Labor and Industry pending work that is being performed.
2. Contractor to complete the AEOA provided direct deposit form for their 1/2 electronic payment to include a voided check in association with the bank account information.
3. Contractor to provide current liability insurance certificate made out to AEOA.
4. Contractor to complete the AEOA provided completed Sworn Construction Statement.

***** When the above documents have been completed and provided to AEOA, the project may start *****

AEOA’s Responsibilities after Project Awarding:

1. AEOA will process the \$250 application fee pending program participation selection.
2. AEOA will collect contractor’s lien waiver, final invoice and prevailing wage compliance form when completed.
3. AEOA will complete the final inspection for the upgrades that were awarded to the specific contractor. The applicant, contractor and AEOA will need to sign the completion certificate for the contractor 1/2 payment.
4. AEOA will electronically deposit the 1/2 grant amount directly to the awarded contractor.

If you have any additional questions, please contact me.

Sincerely,

Noah Ningen
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