

CORE GRANT PROGRAM

PROGRAM OVERVIEW



Who is eligible?

New, existing, or relocating for-profit businesses located in the defined Capitol Area. (If you lease your space, you need property owner consent and proof of a lease agreement to qualify.)

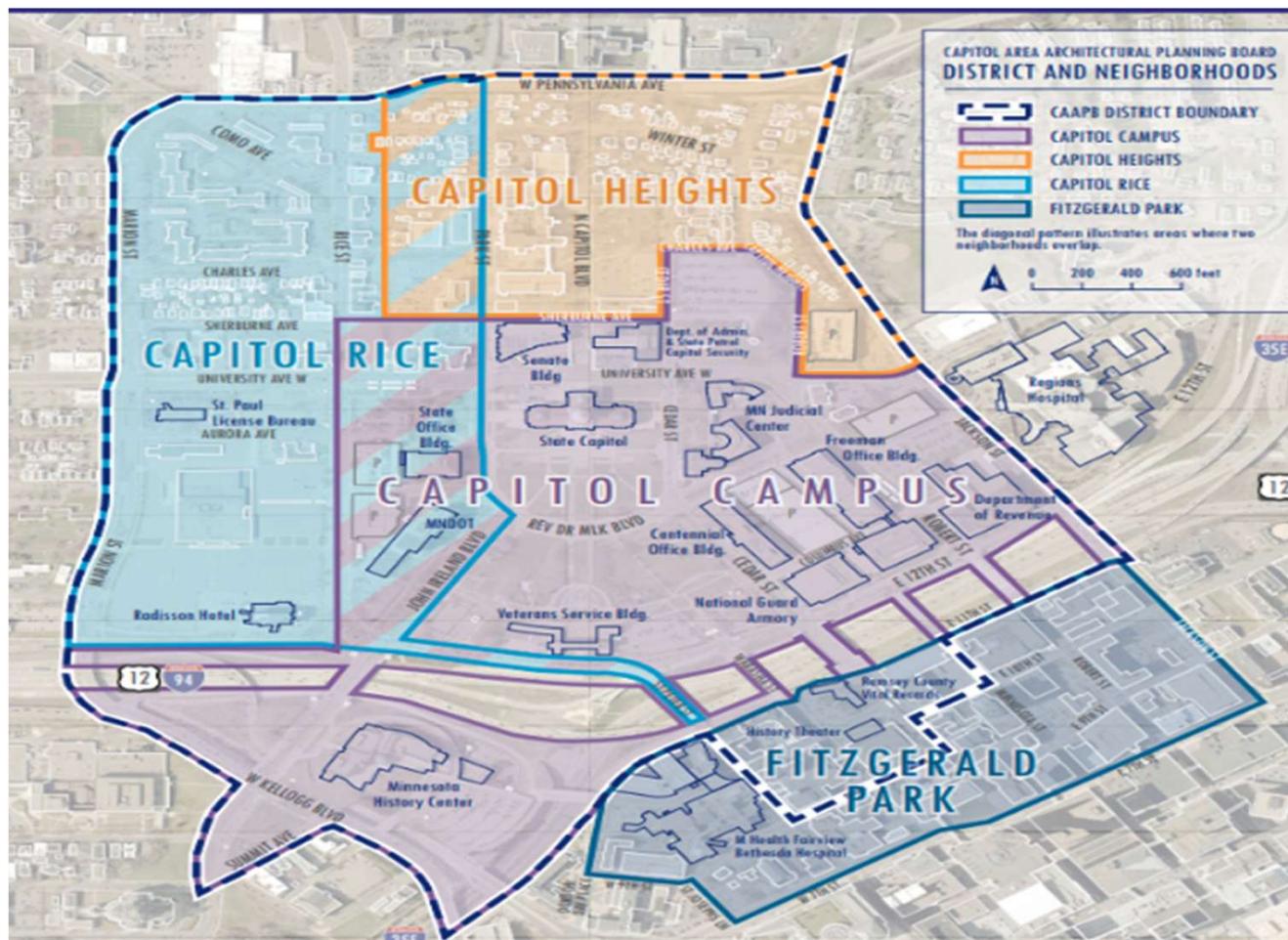
What are the funds for?

Operating equipment, facade improvements and other capital improvements to your business' physical space.

Amount:

Grants will range from \$50,000 up to \$150,000 and will be paid as a reimbursement. No match is required.

DEFINED CAPITOL AREA



BUSINESSES THAT ARE NOT ELIGIBLE



- Nonprofits
- Government entities
- Businesses operating out of a residential property
- Schools
- Faith-based organizations
- Neighborhood community groups
- Mobile businesses (ex: food trucks)
- Businesses located outside of the defined Capitol Area
- Businesses that are suspended or debarred by the State of Minnesota

PROJECTS THAT ARE NOT ELIGIBLE



- Acquisition of a business
- Projects that have already started
- Projects that cost less than \$50,000 or more than \$150,000
- Travel or administrative costs related to a project
- Projects that hire suspended or debarred vendors
- Projects occurring outside of the defined Capitol Area

COMPLIANCE REQUIREMENTS



To receive CORE grant dollars, your business must:

- Agree to comply with prevailing wage rules per Minnesota Statutes §§ 177.41 through 177.50, as applicable to Prevailing Wage Reporting
- Comply with accessibility requirements for the State of Minnesota
- Meet zoning Capitol Area Architecture and Planning Board zoning and permit requirements
- Have no local, state or federal tax liens
- Meet insurance coverage requirements
- Be able to spend all the award grant dollars by **April 30, 2027**

GRANT SELECTION PROCESS



Grant Selection Team: Applications will be reviewed by the Internal Credit Committee.

Grant Selection Scoring: Applications will be reviewed and competitively scored, prioritizing projects that support employment, tax base expansion, and economic and community vitality.

GRANT SELECTION SCORING



Category	What is being evaluated	Weight
Employment	Measures how a project will affect job creation and job quality.	14%
Property Tax or Sales Tax Value	Measures the project's impact on the property or sales and its potential contribution to local economic development.	14%
Grant Alignment	For new or existing for-profit businesses making capital improvements in the Capitol area supporting economic development. Measuring economic development by jobs, tax base, or sales.	7%
Economic Vitality	Evaluates the financial strength, structure, and sustainability of the business.	29%
Community and Capitol Area Benefit	Measures on how the project contributes to community engagement and enhances the broader capital area.	22%
Inclusion	Measures support for historically underrepresented groups.	14%

PROCESS FOR RECEIVING GRANTS



- **Step 1:** Applicants will be notified if they received an award in May 2026 (round 1) and October 2026 (round 2).
- **Step 2:** The Saint Paul Port Authority and the grant recipient will sign a grant contract.
- **Step 3:** The Saint Paul Port Authority and the grant recipient will have a meeting to review reimbursement and reporting processes.
- **Step 4:** Grant funding will be reimbursed to grantees. **Grantees will report progress and impact with reimbursement requests and upon completion.**

APPLICATION CHECKLIST



To fill out your application, you will need:

- ✓ A scope of work for your project, including three bids and a project timeline
- ✓ Project budget
- ✓ Your business' financial information
- ✓ The number of jobs that will be created or retained by implementing your project
- ✓ Property tax statement (If applicable, estimate in dollars how your project is expected to increase your property's assessed value)
- ✓ Your lease agreement and consent from the property owner (if applicable)
- ✓ Your current sales numbers and whether your project will maintain sales or create additional sales
- ✓ A description of how your project aligns with the grant goals and the benefits it brings to the community

APPLICATION TIPS



- ✓ Gather all the required information for your application before you start to fill it out, as unfinished applications cannot be saved.
- ✓ Some fields are required before you can move onto the next portion of the application.
- ✓ The application is safe and secure.
- ✓ Call with questions or if assistance is needed.

HOW (AND WHEN) TO APPLY



Deadlines:

- Round 1 is open now through March 31, 2026. Awards will be announced May 2026.
- Round 2 is open June 1 through August 31, 2026. Awards will be announced October 2026.

*****If you are not selected for round 1, you can request your application be reviewed in round 2.*****

Apply online at www.sppa.com/coregrant

QUESTIONS?

REPORTING



Grantees will report progress and impact with reimbursement requests and upon completion.

SPPA will report to the Credit Committee two times a year and at final completion.

The Saint Paul Port Authority will report annually to the Minnesota Department of Administration, and when the project is complete.

HELPFUL TIPS ON THE APPLICATION



Application is online, some fields are required to move on.

Compile all your documentation before you apply.

CONTACT INFORMATION



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