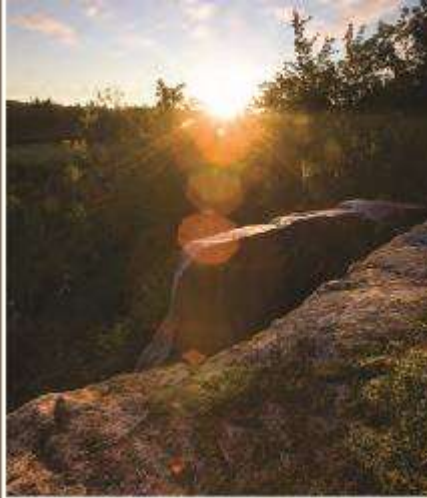




Blandin Foundation™  
STRENGTHENING RURAL MINNESOTA



Grants Over \$50,000

Application Due:

March 15 | June 15 | September 15 | December 15

## Grants Over \$50,000

If you haven't already, please visit our [website](#) to check your project's fit with our eligibility guidelines and areas of focus. Please email all grant applications to [grants@blandinfoundation.org](mailto:grants@blandinfoundation.org). Supporting information may be mailed separately or scanned and sent as attachments. **If you do not receive acknowledgment of your application in 2-3 business days, please call us at 218-326-0523.**

### Organization Information

City of Grand Rapids

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|  |  |   |                                |
|--|--|---|--------------------------------|
| <i>Name of organization</i>  | <i>Name on articles of incorporation, if different</i> |   |                                |
| 420 North Pokegama Avenue  | Grand Rapids, MN 55744                                 | 41-6005201                                  |                                |
| <i>Address</i>   | <i>City, State, Zip</i>                                | <i>Employer Identification Number (EIN)</i> |                                |
| 218.326.7626   | 218.326.7608   | cityofgrandrapidsmn.com                     |                                |
| <i>Phone</i>   | <i>Fax</i>   | <i>Website</i>                              |                                |
| Dale Christy   | Mayor  | 218.259.4668                                | dchristy@ci.grand-rapids.mn.us |
| <i>Name of Executive Director, CEO, Board Chair, or Lead Organizer</i> | <i>Title</i>   | <i>Phone</i>                                | <i>E-mail</i>                  |
| Tom Pagel  | City Administrator                                     | 218.398.0584                                | tpagel@ci.grand-rapids.mn.us   |
| <i>Name of contact person regarding this application</i>               | <i>Title</i>   | <i>Phone</i>                                | <i>E-mail</i>                  |

Is your organization an IRS 501(c)(3) nonprofit?  Yes  No

If no, is your organization a public agency, tribal government entity, or unit of government?

Yes  No

If no, list name and address of fiscal agent, including EIN number:

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*EIN Number*

If working through a fiscal agent, please attach an email or letter confirming they have agreed to be fiscal agent for your organization.

## Proposal Summary

Duration of project: April 1, 2023 to December 1, 2023

Please give a 2-3 sentence summary of your proposal:

The IRA Civic Center rehabilitation project is focused on Fixing What Needs to be Fixed. This involves ADA Improvements including a new elevator and parking lot upgrades, the creation of two flexible public meeting rooms, the replacement of the roof/truss system, the replacement of the ice making equipment, and the upgrade/replacement of the electrical, heating, venting and air conditioning system.

Please give a 1-2 sentence summary of the geographic area your proposal will serve:

The IRA Civic Center generally serves the entire ISD 318 school district boundary. Sixty percent of the users are non-city of Grand Rapids residents.

Please give a 1-2 sentence summary of how your board and staff are representative of the population you serve.

Our city council consists of five elected officials. Our current city council consists of two females and three males. Our staff level is at 75 full-time employees consisting of 23 females and 52 males.

## Budget Summary

Fiscal Year of Organization or Project: 2022 to 2023

|   |              |
|---|--------------|
| Total project budget:                                     | \$15,616,431 |
| Total dollar amount requested of Blandin Foundation:      | \$1,500,000  |
| Total annual budget (organization, division, or program): | \$542,677    |

## Signature

Dale Christy, Mayor

*Name of CEO/Executive Director or Board Chair*

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*Signature (scanned/electronic signature acceptable)*

## Proposal Narrative

### Note About Writing

Please follow the outline below as you prepare your proposal narrative. Take the space needed to tell your story, but try to be concise in your answers. We care about our personal relationship with you more than a written relationship and recognize that many organizations don't have professional grant writers on staff. Don't worry. A brief, thoughtful application with good rationales and easily understandable data will be reviewed similarly to a long, elaborate application. However, you help yourself and us by writing succinctly. If you have questions, don't hesitate to call or email.

### I. Organizational Profile (3-4 Pages, Less Is Fine For Requests Under \$50,000)

- A. Provide a brief summary of organization history, mission or purpose, programming/activities, and recent accomplishments.

The City of Grand Rapids is celebrating its 130<sup>th</sup> anniversary as a village/city in the State of Minnesota this year. The City's mission statement is: *We will meet the basic needs of our city with cost effective quality services, will facilitate healthy growth, and will prepare for the long-term development of our community.*

A major highlight for the City along with its Economic Development Authority was providing COVID business assistance to fifty small businesses and non-profits in the city. The total assistance was \$1,291,000 consisting of \$880,000 in zero interest loans and \$411,000 in direct grants from the City's federal CARES allocation.

Another major highlight in 2020 was the merging of the Grand Rapids Housing and Redevelopment Authority (HRA) into the Itasca County HRA. By consolidating the two housing entities we have reduced administrative costs will positioning the single housing agency in a position to effectively and quickly address the needs for safe housing in our community.

- B. Tell us about your staff and board.
  - a. How many staff and board members does your organization have?
    - i. Five council members with approximately 75 full-time employees govern the city.
  - b. If the makeup of your staff and board is not representative of the community you serve, please explain why and how you plan to address this.
- C. In addition to your own, what other organizations/providers serve the people and issues you care about?
  - i. The City believes that we are one community with multiple cities and townships, serving the same people. In addition to other government agencies, the city has strong partnerships with entities like the Itasca County Family YMCA, The Reif Arts Council, KAXE, ISD 318, and Itasca County HRA.
- D. How do you partner/collaborate with others to continually strengthen your own work and serve people and communities better?

- i. The City looks for opportunities to help grow other organizations, while looking for opportunities to shed current city activities. One recent example was transferring our recreational program to the YMCA. By executing this we eliminated duplication of services in the community and provided stronger financial resources to the YMCA.

## II. Purpose Of Grant (5-7 Pages, Less Is Fine For Requests Under \$50,000)

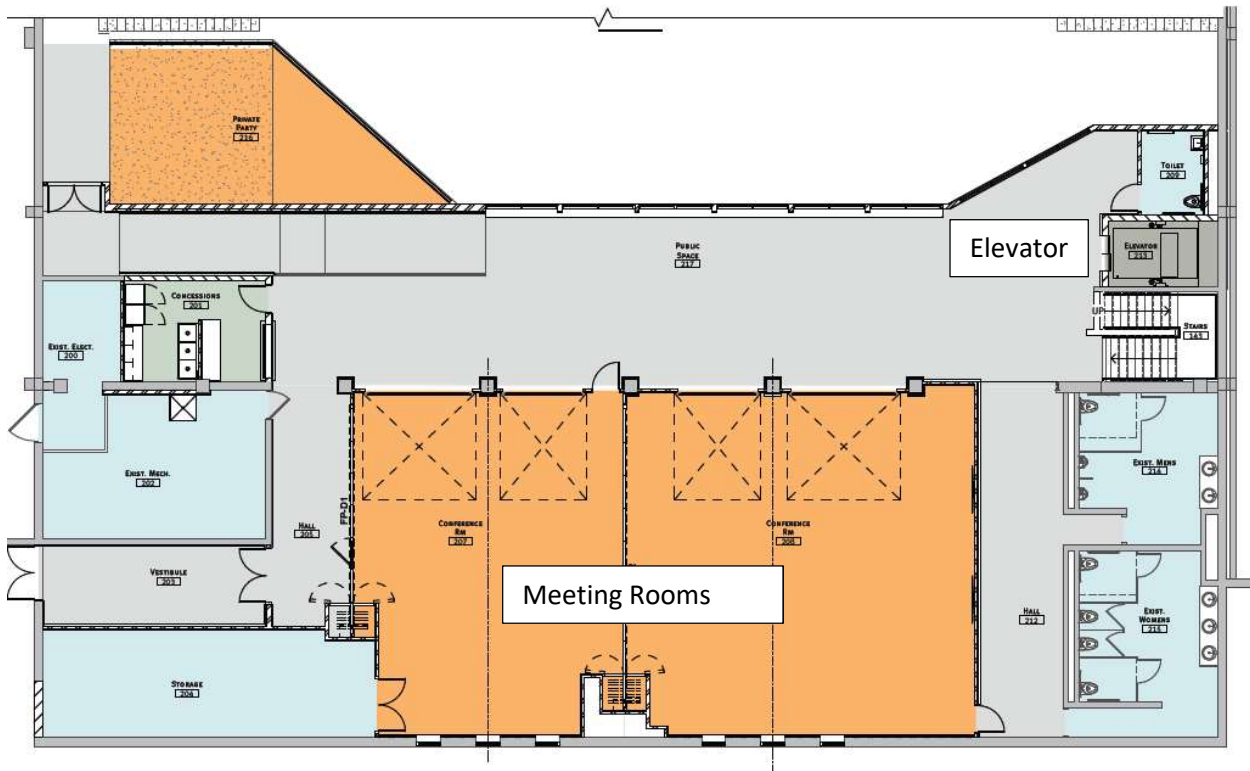
### A. Background

#### 1. Describe the opportunity your proposal addresses.

- Help us understand the context, reach and scale of the work you are undertaking.
  - A private non-profit group called the Itasca Recreation Association originally constructed the IRA Civic Center in 1962 (West Venue). The facility was donated to the City in 1968. Due to the age of the facility and structural roof failures, it is necessary to address major maintenance needs of the facility. This includes replacing the roof/truss system, ice making system, electrical, mechanical, HVAC, and ADA improvements including an elevator. Essentially, the West Venue is being reconstructed.
  - Roof/Truss System - The truss/roof system has been modeled/analyzed by Jon Aamodt, a registered structural engineer in the State of Minnesota. Highlights of his opinions and recommendations follow:
    - *The severe under-capacity of the 1962 roof trusses is a **dangerous condition and should be corrected.***
    - ***Signage** should be considered to **warn the public and employees** of the significant under-capacity of the roof structure for snow loading.*
    - *In our professional opinion the **West facility should not be used** in the winter months unless/until the building official, building ownership and other parties agree on temporary measures to protect the public and adjacent structures. (We are removing all snowfall events from the roof)*
    - *The **venue should be closed during a significant snow event**, with the understanding that a partial failure has occurred with less than 6 inches of snow on the roof.*
  - Ice Making System – The original system was constructed in 1968 and utilizes R-22 for coolant. This chemical destroys the ozone and is no longer produced creating a short-fall in supply. In addition, the coils under the floor are experiencing leakage and becoming unreliable. Ultimately, the large crane utilized to reconstruct the roof/truss system will crush the floor and the coils.
  - Electrical – The electrical system was originally constructed in 1962 and added onto in 1968 and 1980. It is located on a moist exterior basement wall and is badly deteriorated.

- Mechanical/HVAC Systems – These systems were last updated in 1980. Currently the air conditioning is non-functional and the air exchanger to the locker rooms is inefficient.
- ADA Improvements - People with disabilities cannot access all areas of the facility without going outside and traversing a steep sidewalk. In addition, they do not have good access to view events that occur within the West venue. To address these issues, an elevator will be installed and accessible viewing areas will be incorporated into the existing seating areas.
- Meeting Space - While reconstructing the West Venue, we are taking the opportunity to create flexible meeting room spaces. These public meeting rooms can be utilized as one large space or subdivided into three different spaces and depending on configuration hold up to 356 people.
- You are welcome to attach a one-page diagram or chart to illustrate your proposed work (this is optional). *Note: The two yellow boxes on bottom of drawing are the meeting rooms.*

*The darker grey box above the stairway on the right side is the new elevator.*



*Note: Looking from the elevator with the meeting rooms to the left. Looking to the right you can see the ADA viewing area in the center window at the top of the bleachers.*



2. What organizations and individuals are involved in planning and implementing your proposed project/work? The City Council established a steering committee to make recommendations on needed improvements and funding for the project. The committee members and who they represent are as follows:

| Name            | Organization       | Name               | Organization        |
|-----------------|--------------------|--------------------|---------------------|
| Chuck Beck      | Member at Large    | Jim Hoolihan       | Member at Large     |
| Mark Gothard    | Member at Large    | Kelly Hain         | Member at Large     |
| Brad Hyduke     | ISD 318            | Anne Campbell      | ISD 318             |
| Mindy Nuhring   | Chamber Repr.      | Melissa Swenson    | Chamber Repr.       |
| Shannon Wourms  | Start of the North | Shantel Dow        | Member at Large     |
| Wayne Roskos    | Visit Grand Rapids | Megan Christianson | Visit Grand Rapids  |
| Peter Miskovich | Member at Large    | Spencer Igo        | Member at Large     |
| Jeremy Carlson  | GRAHA              | Sam Johnson        | GRAHA               |
| Liz Miskovich   | Member at Large    | Tasha Connelly     | City Representative |
|                 |                    | Dale Anderson      | City Representative |

- What steps are you taking to include community members who will be most impacted by your work?
  - City staff regularly meet with ISD 318, GRAHA, Star of the North Skating, and our regular dry-floor tenants to update them on project scope and timelines.

## B. Implementation

1. What are the specific goals of your project? Please be concise, a short list is optimal.

- The project will refurbish a public facility that has an annual positive economic impact with gross output of \$3.3 million, value added of \$1.7 million, and indirect jobs of 48 full-time employees in accordance with the University of Minnesota.
- The public facility will continue to serve as an emergency sheltering facility and serves over 40 different organizations/events on an annual basis.
- It will ensure that the City has a consistent location for a polling place during elections. Currently, the facility serves two of four precincts in the City.

2. What are the intended outcomes of the project? In other words, what will be different when your project/program is successful?

- When the West venue reconstruction is complete, the City will not have to shovel snow off the roof after every snowfall event, the electrical consumption will reduce, people with physical disabilities will be able to move freely throughout the facility, and there will be access to flexible meeting space.
- In addition, the following community activities will continue occur/operate at the Civic Center: (see next page)



#### Annual Trade Shows

- Northern MN Builder's Association Home Show
- Grand Rapids Area Boat Show
- Jaycee's Sport & Travel Show
- Sandstrom's Food Show
- Children First Expo
- Hand Made in America Show

#### Community Events

- March of Dimes Walk
- MS Walk
- Merna-Mania Wheelchair Awareness Event
  - Set Guinness World Record
- Summer Sports Camp
- MS Lifted Trucks Rally
- Tall Timber Days 5K
- Community Connect – Public Services Event
- Lifeline Health Screening
- Food Shelf Runs / Walks
- Poling Site for City of Grand Rapids
- Numerous Recreation Programs

#### Banquets / Performances / Meetings

- Itasca Father/Daughter Ball
- Dog Obedience Classes
- Wedding Receptions
- Graduation Parties
- Northern Cruiser's Car Club Banquet and Car Show
- Pierced Festival – Multi-Church Concert Event
- MDHA Banquet
- Duck's Unlimited Expo
- Circus'
- Concerts
- Horse Shows
- Car Sales
- Grand Rapids Amateur Hockey Association Walleye Tournament Headquarters
- Minnesota Fire Fighter's Convention

#### Independent School District 318

- Kindergarten Round-Up
- High School Prom & Post-Prom
- High School Graduation Ceremony
- High School College Fair
- Baseball and Lacrosse Practices
- Emergency Evacuation Site
- Boys and Girls High School Hockey and Equipment Storage

3. What strategies and/or activities will be employed to achieve these outcomes? Please reflect on how your proposed work is a good fit with Blandin's [priorities](#).

- Under Focus Area 1: Itasca County Area Vibrancy, Resourcefully build on existing community assets: The City is reconstructing an existing facility (IRA Civic Center) and expanding opportunities for growth of the facility by creating flexible meeting spaces that are accessible to all people regardless of physical abilities.

4. Tell us about your project leadership.

- Is the organization equipped to handle what you are proposing; will you have to hire new staff?
  - The City does not anticipate the need to hire additional staff.
- Please share any other organizational implications related to carrying out this work (ex: new partnerships, signed agreements, physical relocation).

5. No project is without obstacles. Realistically, what are some of the challenges your proposed work/project will face?

- The largest obstacle with this reconstruction is the unknown. We are literally taking the roof off a sixty-year old building and replacing it with a much larger, heavier, truss/roof system. We have attempted to think of every potential issue, but recognize that there are some unknown challenges we will encounter. As a result, we have budgeted \$1 million in contingencies.

- In addition, time of construction is limited from April 1, 2023, to December 1, 2023. This is a very narrow timeline to complete a project of this magnitude.

6. What are your short term or long-term strategies for sustaining this effort?

- By utilizing one of the best structural engineering firms in the Midwest, we believe the unknown construction challenges are limited. To assist with the short construction timeline, the City will be bidding the project in July/August of 2022, and paying the contractors for material on hand to insure that all equipment is on-site prior to April 1, 2023. The project cannot afford delays due to equipment and material backorders.

III. Assessment (1-2 Pages)

A. Explain how you will measure/document the progress that is being made toward the goals and outcomes you have identified above.

- Because this is a building construction project, the outcomes are straightforward. The project will be completed on-time by allowing contractors to purchase equipment/materials early. Once construction is complete, the City will monitor the use of the meeting rooms to ensure that there is maximum use.

IV. Budget (1 Page, In Addition To Attaching Your Budget(s))

A. Describe the amount and type of resources that will be needed to see this project through, and steps you are taking to mobilize the necessary resources.

1. Additional funders. List names of corporations, foundations or individuals from whom you seek funds. Include amounts and whether sources are committed or pending.

| Item                | Opinion of Cost | Notes     |
|---------------------|-----------------|-----------|
| Total Project Cost  | \$15,616,431    |           |
| State Bonding       | \$5,000,000     | Secured   |
| Blanding Foundation | \$1,500,000     | Requested |
| IRRRB               | \$395,208       | Requested |
| Private Funding     | \$272,216       | Secured   |
| City Funding        | \$8,449,007     | Committed |

B. Submit a copy of your organization budget.

C. Submit a copy of your project budget (if a form is helpful, [click here](#)).

1. Please include in the project budget all sources of income as well as major expense categories. Remember to include non-cash or in-kind donations.

2. Feel free to attach a narrative explaining your numbers, if necessary.

## V. Attachments

A. Most recent financial statements (audited, if available), including balance sheet, statement of activities (or statement of income and expenses) and functional expenses.

- Due to size there are links to documents below under Proposal Checklist.

B. List of board members and their affiliations (or paste a link to your website here, if the information is current).

## Proposal Checklist

A complete grant application consists of the following:

- Completed, signed proposal summary form (the first two pages of this application)
- Proposal narrative
- Organization budget: <https://cityofgrandrapidsmn.com/your-government/departments/finance>
- Project budget (n/a if you have been invited to submit a proposal for operations funding)
- Audited financial statements, if available: <https://cityofgrandrapidsmn.com/your-government/departments/finance>
- List of board members (or link to website): <https://cityofgrandrapidsmn.com/your-government/city-council>

Please submit your application to [grants@blandinfoundation.org](mailto:grants@blandinfoundation.org)



## PROJECT FUNDING/BUDGET

|                                       |                            |                   |
|---------------------------------------|----------------------------|-------------------|
| IRA Civic Center                      |                            |                   |
| Opinion of Cost                       |                            |                   |
| Based on Design Drawings              |                            |                   |
| Demember 6, 2021                      |                            |                   |
|                                       |                            |                   |
|                                       |                            |                   |
|                                       |                            |                   |
|                                       | <b>Opinion of<br/>Cost</b> |                   |
| <b>Item</b>                           |                            |                   |
| Demolition                            | 395,208                    |                   |
| New Roof Truss Structure              | 3,714,500                  |                   |
| 2nd Level Lobby Renovation            | 1,403,005                  |                   |
| Equipment & Furnishings               | 525,000                    |                   |
| Ice Plant Improvements                | 1,950,000                  |                   |
| New Elevator, select ADA Improvements | 700,000                    |                   |
| Mechanical                            | 987,000                    |                   |
| Electrical                            | 532,500                    |                   |
| Professional Services                 | 2,318,684                  |                   |
| Contingency                           | 1,060,000                  |                   |
| Parking Lot Improvements              | 1,528,918                  |                   |
| Bid Alternate 1 - Suite               | 272,216                    | Private Funding   |
| Bid Alternate 2 HVAC Upgrades         | 150,000                    |                   |
| Bid Alternate 3 Mech. Rm. Renovation  | 79,400                     |                   |
| <b>Total Project Cost</b>             | <b>15,616,431</b>          |                   |
|                                       |                            |                   |
|                                       |                            |                   |
| <b>Funding</b>                        |                            |                   |
| State Bonding                         | 5,000,000                  | Currently Secured |
| IRRRB                                 | 395,208                    |                   |
| Blandin Foundation                    | 1500000                    |                   |
| Private Suite Funding                 | 272216                     | Private Funding   |
| City LST/GO Bonding                   | 8,449,007                  |                   |
| <b>Total Funding</b>                  | <b>15,616,431</b>          |                   |
| 50% of Funding                        | 7,808,216                  |                   |