



COLORADO

Department of Local Affairs

Division of Local Government

ENERGY AND MINERAL IMPACT ASSISTANCE FUND PROGRAM GRANT APPLICATION GUIDELINES

The following guidelines are designed to assist potential applicants in achieving funding in an increasingly competitive environment within the Energy and Mineral Impact Assistance Fund (EIAF or Impact) program. Any organization applying for a grant in this program will be required to certify that the project for which funding is being requested has been well planned, evaluated, and that no state or federal laws will be broken.

Potential applicants are strongly encouraged to contact their Regional Manager prior to applying for guidance and questions. Please visit the Department of Local Affairs website at <https://www.colorado.gov/pacific/dola/regional-managers> where the contact information for Regional Managers can be found.

Table of Contents

Grant Program Purpose.....	3
Eligibility.....	3
Financial Assistance.....	6
Matching Dollar Requirements.....	8
Application Form	9
Application Deadlines.....	10
Application Review.....	10
Funding Decisions	14
Appendix A: Policies Related to Specific Grant Requests, by Type	15
Appendix B: Statewide Programs and Initiatives.....	19

Grant Program Purpose

The Department of Local Affairs' (DOLA) Energy and Mineral Impact Assistance Fund (EIAF) program was created to assist political subdivisions that are socially and/or economically impacted by the development, processing, or energy conversion of minerals and mineral fuels. Funds come from the state severance tax on energy and mineral production and from a portion of the state's share of royalties paid to the federal government for mining and drilling of minerals and mineral fuels on federally-owned land. The creation of the fund is outlined in C.R.S. 34-63-102 (Federal Mineral Lease) and C.R.S. 39-29-110 (Severance). Grant dollars are to be awarded for the planning, construction, and maintenance of public facilities and for the provision of services by political subdivisions.

Eligibility

Political subdivisions of the State of Colorado (local governments) are eligible for grants through this program. Local governments must be in compliance with all laws and provisions governing their operations as well as in compliance with all Department of Local Affairs programs.

DOLA's intent in administering this grant program is to do as outlined in statute and promote sustainable community development, increase livability and resilience of communities through strategic investments in asset-building activities. The most competitive applications into this program are those that:

- demonstrate urgency and local commitment to get the project done,
- show a high priority for the proposed application,
- are prepared to start work, and
- can demonstrate a relationship to energy and mineral impact in rural Colorado.

Grants are meant to strengthen community governance through technical assistance, planning, and construction. Applicant projects can range from community strategic plans, comprehensive or master plans, and land use codes, to the construction of community capital assets.

Severance tax and Federal Mineral Lease (FML) dollars are source funds for this program. Parameters for assigning severance tax and FML grant awards are:

- For severance tax funds, local governments must disclose whether they can receive severance tax without impacting their TABOR limits. If severance funds cannot be used, then the department may assign FML dollars.
- Counties will not receive FML due to the impact of the dollars onto the organization's Payment in Lieu of Taxes (PILT) payments.
- Statewide locations where FML production occurs are prioritized when assigning FML dollars and for enterprise operations, and

- An enterprise fund can request severance; however, the local government must evaluate the impact of these dollars onto the enterprise status before these funds will be assigned by DOLA.

Education

Given the demand and intense competition among local governments for limited grant funds, DOLA has found that applications from higher education institutions and school districts (K-12) are generally not successful applicants when competing against local government applications.

Requests from a higher education institution or school district may be more competitive if they partner with a local government in the submission of a joint application that provides benefits to both the broader community and the higher education institution or school district.

Requests from K-12 for funding:

- School districts should seek funding through the Colorado Department of Education or, in the case of energy efficiency projects, the Colorado Energy Office or other appropriate departments before applying to this program.
- DOLA will give preference to support facility improvements which create a needed community asset that is made available for broad public use. Collaboration with local governments in the development of these types of project applications is strongly encouraged and an inter-governmental agreement will be required to be in place between the organizations before grant project close-out. For example, school buildings often function as community centers for social events, as recreational centers, and as community libraries or as service centers for outreach assistance for the elderly or families at-risk. The use of the building as a community asset must be agreed to by the local government and school to prove community use.
- Applications requesting support of capital facilities to be used exclusively for K-12 or higher education activities (classrooms, administration buildings and sport complexes) are discouraged.
- Program funding for school master plans and other planning and design activities are also discouraged since other sources of funds are available for this work.

State Agencies

State agencies are eligible to apply for and receive assistance from a portion of the Energy and Mineral Impact Fund derived from Federal Mineral Leasing revenues as found in C.R.S. 34-63-102(7). State agencies must have legislative spending authority if a Federal Mineral Leasing Fund grant application is successful. However, per statute (C.R.S. 34-63-102(7)(b)) state-supported institutions of higher education that provide job training or facilities related to energy development for counties or communities

with energy impacts may expend moneys from the Local Government Mineral Impact Cash Fund without separate legislative authority.

State agency requests are expected to have the support of benefiting local governments and to meet one or more of the following conditions:

- The project must have a direct benefit or service to local governments and an inter-governmental agreement will be required to be in place between the organizations before grant project close-out if an award is made.
- The project addresses the impacts of energy and mineral development at the local, regional or statewide level;
- The state's role is to coordinate efforts related to the planning or implementation of mitigation activities to relieve the impacts of energy/mineral development;
- Communities have identified the need for state involvement in the solution of local problems that may extend beyond municipal, county, or regional jurisdictional boundaries.

Volunteer Firefighter Departments

Per C.R.S. 39-29-110 (1) (b) (IV), the DOLA Executive Director may allocate moneys to privately organized volunteer fire departments serving areas socially or economically impacted by energy and mineral development. Given the demand and competition among local governments for limited grant funds, applications from Volunteer Fire Departments are generally not successful applicants.

It is strongly recommended that Volunteer Fire Departments first pursue funding through the Local Firefighter Safety and Disease Prevention Fund (in 24-33.5-1231), which is administered by the Division of Fire Prevention and Control with the guidance of the Fire Service Training and Certification Advisory Board.

To be considered an eligible, the Volunteer Fire Department must:

- have been organized under C.R.S. 24-33.5-1208.5,
- have been in existence for three years,
- must be able to provide three years of financial data, and
- must be registered with the Division of Fire Prevention and Control.

In alignment with C.R.S. 24-33.5-12.08.5(6)(c), Volunteer Fire Departments requesting funds must first consider inclusion of the proposed service area into one or more existing fire protection districts, metropolitan districts, or an adjacent or nearby fire department for application.

Definitions

Fire Department means the duly authorized fire protection organization of a town, city, county, or city and county, a fire protection district, or a metropolitan district or

county improvement district that provides fire protection. "Fire Department" also includes volunteer fire departments organized under section 24-33.5-1208.5.

Volunteer Fire Department means a nongovernmental unit organized in accordance with section 24-33.5-1208.5 as a nonprofit organization with a primary purpose of firefighting, fire protection, or other emergency services to a defined service area that is recognized by the appropriate governmental entity with jurisdiction for the area the unit services.

Financial Assistance

Local governments applying for a grant are encouraged to first contact the DOLA Regional Manager in their area.

Discretionary Grants

Administrative Planning Grants (up to \$25,000; 50/50 match; total project limit \$100,000)

- The applications for administrative planning grant awards are accepted year-round and approved administratively as long as funds are available. Project types include preliminary design, engineering, or feasibility studies. Projects are reviewed and approved by DOLA staff.
- A letter of request signed by the Chief Elected Official is required and should address:
 - the project scope,
 - a budget and timeline,
 - project urgency and readiness to begin work,
 - the energy and mineral impact, and
 - provide financial data.

Tier I Grants (up to \$200,000; 50/50 match)

- The applications for grant awards in Tier I are reviewed, rated, and recommended for funding by staff to the DOLA Executive Director who makes the final decision on the grant and funding level. Applications are due throughout the year on April 1, August 1, and December 1.

Tier II Grants (over \$200,000 to \$1,000,000 or \$2,000,000 depending on fund availability; 50/50 match)

- The applications for grant awards in Tier II are reviewed and scored by the Energy Impact Assistance Advisory Committee, and recommended for funding by the committee and staff to the DOLA Executive Director who makes the final decision on the grant and funding level. Applications due throughout the year on April 1, August 1, and December 1

Tier III Grants (\$2,000,000 or more)

- To be competitive for a Tier III grant, applications require regional or multi-jurisdictional collaboration requesting assistance to solve a multi-jurisdictional problem. The applications for grant awards in Tier III are reviewed by the Energy

Impact Assistance Advisory Committee and recommended for funding by staff to the Executive Director who makes the final decision on the grant and funding level. *Tier III funding is dependent on revenue availability.* Local governments that receive a Tier III grant may be asked to withdraw from future funding application cycles.

Councils of Government

DOLA provides a set-aside of \$500,000 annually to support the Regional Councils of Government (COG) in providing COG competitive grants to their members. In all cases, a dollar-for-dollar match is required. Eligible applications typically include the following:

- Mini-grant programs on a cost-sharing basis between local governments and COGs.
- Technical assistance projects or programs such as: GIS services, organizational facilitation, retreat facilitation, support for planning efforts such as Broadband Local Technology Planning Groups and project-specific support (e.g., grant writing, project development, and documentation.)
- Regional studies and plans such as: second home studies, regional benchmark report, regional salary comparisons, and regional housing studies.
- Funding is not available for general administration (defined as the costs associated with the overhead operations and personnel costs of a COG). However, a COG that proposes to use existing personnel to work on a specific project for which grant money has been requested may be eligible.

NOTE: COGs are discouraged from applying in regular tiered grant cycles unless applying for a special Statewide Program Initiative grant, e.g.: Alternative Fuels or Broadband.

Emergency Funds

Colorado communities that experience disasters ranging from tornadoes, wildfires and floods may request emergency grant funding through this program. Local emergencies may include unexpected or early closure of energy and mineral extraction activities.

Written requests for emergency funds must detail the applicant's financial conditions and be provided to the DOLA Regional Manager from the Chief Elected Official.

Requests for funding must include one or more of the following:

- significant negative impact on public health, safety, and/or welfare that will be addressed by the requested funding;
- a description of the emergency situation resulting from the disaster and number of people affected;
- the request is made due to unforeseen or unanticipated circumstances;

- the need for funding is time-sensitive and/or an opportunity to mitigate a future emergency will be missed (not merely delayed) without these funds;
- local resources to address the emergency have been exhausted;
- details on a federal, state, or locally-declared disaster that has been designated.

Prior to awarding and contracting emergency funds, DOLA may follow the written administrative planning grant approval process for requests up to \$200,000. For requests exceeding \$200,000, the request will be sent to the Energy Impact Assistance Advisory Committee for recommendation and comment prior to a funding determination by the Executive Director.

If approved, funding will be provided (*only*) up to the amount necessary to address the immediate threat or alleviate the immediate crisis and provide the local government time to access other funding resources.

Statewide Program Initiatives

The requirements for special funding initiatives are not only based upon established program criteria, but also additional criteria that may be established to meet the initiative's intent. Typically, a set-aside of funds is made, and criteria for the initiative are posted on the DOLA website. All initiatives are reviewed by the Energy Impact Assistance Advisory Committee before they are adopted. Some initiatives are funded administratively, some require partnership with other state agencies, and some must go through the Committee for a hearing depending upon urgency or other guidelines. For information on current funding initiatives, please visit the DOLA website at <https://www.colorado.gov/pacific/dola/regional-managers> or contact a Regional Manager for more information in your area.

Matching Dollar Requirements

All tiered and administrative grant requests require 50/50 matching dollars from applicants unless extreme financial hardship is demonstrated, or other allowance is made by project type. For example, matching requirements may be reduced for Statewide Initiatives based on the program purpose. Typically, larger matching amounts receive a higher rating and are generally more competitive for grant funding. Matching funds are considered to be any cash and in-kind, or additional grant dollars brought to the project by the applicant. Documented local in-kind matching funds will be evaluated during the contracting phase of the project if a grant award is made. If an applicant is using an in-kind match, the applicant must have prepared a project-tracking method to verify that the in-kind match is being met.

Land purchased within the previous year may be used as in-kind matching funds in the grant application. Land purchased more than 12 months prior to a grant application cannot be used as an in-kind match, but will be considered under the "readiness to go" scoring on the project. Applicants are encouraged to note land purchases that were completed in advance of a project to ensure they are ready to complete work should funding be awarded.

Grant applications for local government administrators should take into consideration that the application will be a three year commitment by DOLA to the town and in the first year, DOLA will match 75% to local 25% match; the second year, 50% DOLA to 50% local match and the third year 25% DOLA to 75% local match.

Application Form

The application for this program can be found on the DOLA website. Please download the application before making a grant submittal—because the application is routinely revised, applicants should first download the application from the DOLA website. All grant applications and attachments must be submitted via email to ImpactGrants@state.co.us.

High Performance Certification Program

Colorado Revised Statutes (C.R.S. 24-30-1305.5) requires all new facilities, additions, and renovation projects that meet the following applicability criteria to conform with the High Performance Certification Program (HPCP) policy adopted by the Office of the State Architect (OSA) if:

- the project receives 25% or more of state funds; **and**
- the new facility, addition, or renovation project contains 5,000 or more building gross square feet; **and**
- the building includes an HVAC system; **and**
- in the case of a renovation project, the cost of the renovation exceeds 25% of the current value of the property.

The HPCP requires projects that meet the applicability criteria to achieve third party verification with the target goal of LEED Gold or Green Globes-Three Globes. Projects that meet the applicability criteria are required to complete the DOLA registration and tracking process. Please visit DOLA's HPCP web page at <https://www.colorado.gov/pacific/dola/energymineral-impact-assistance-fund-eiaf-high-performance-certification-program>.

In instances where the achievement of LEED Gold or Green Globe-Three Globes certification is not possible, an applicant may request a modification of the HPCP policy or a waiver if certain conditions exist. DOLA staff will work with applicants to identify workable solutions to meet the program's intent to maximize building energy efficiencies.

Local government applicants must review and complete (if applicable) the HPCP Section E of the Energy/Mineral Impact Assistance Fund application. If the proposed project meets the HPCP applicability criteria, the applicant should also complete and submit the HPCP [Registration Form and Checklist](#) along with the grant application.

State Historic Register-listed Properties

All applicants requesting funds for projects on the State Register of Historic Properties must indicate in their application that the History Colorado, Office of Archaeology and Historic Preservation (OAHP) is engaged in the project before applying for a grant. Prior to awarding a grant for a state listed site on the Colorado State Register of Historic Properties, DOLA will seek a determination of effect from the OAHP Official Board Action—no grant dollars can be awarded by DOLA without a determination of effect being completed first.

Application Deadlines

Primary Grant Program

Requests for Administrative Planning grants are accepted year round. All Administrative Planning grant requests must be submitted to the area's Regional Manager.

Tier I and Tier II Applications are due annually on April 1, August 1, and December 1.

Councils of Government (COG)

In October of every year, a memorandum on the grant application process for COGs is emailed to all COGs. Potential applications are should contact their Regional Manager for further information.

Statewide Program Initiatives, and Emergency Funds

Applications for Statewide Initiatives and emergency funds may vary. Potential applicants should visit the DOLA website at www.colorado.gov/dola for details or contact a Regional Manager for further information.

Application Review

Program Staff and Regional Managers

It is important to involve your area's Regional Manager in the early stages of any project in which you expect to submit an application for funds. DOLA Regional Managers are available to assist in project development and application preparation. Upon receipt of an application, the Regional Manager and DOLA staff work together to review all applications. In addition to the Regional Manager, DOLA staff may meet with the applicant to discuss the application and project and assist applicants in preparing a project summary to help analyze the application against the grant program rating criteria. Depending upon the project and dollar amount of the request, a review by the states' Energy and Mineral Impact Assistance Advisory Committee may be required.

Energy Impact Assistance Advisory Committee

The state's Energy Impact Assistance Advisory Committee reviews applications for Tiers II and, if applicable, Tier III and other state initiatives at a public meeting. At the Committee application review hearings, applicants will present their grant request and answer questions from the Committee. Following the presentation, the Committee will make its recommendation to DOLA's Executive Director, who is responsible for the final funding decision. Hearings are typically held in March, July and November of every year.

The Committee is an advisory body. Applicants should not assume a grant is awarded or denied solely on the basis of the Committee's recommendation. The Executive Director makes all final funding decisions taking into consideration the recommendation from the Committee and DOLA staff.

By statute, the Committee consists of:

- Executive Director, Colorado Department of Local Affairs (Chair),
- Colorado Commissioner of Education,
- Executive Director, Colorado Department of Transportation,
- Executive Director, Colorado Department of Natural Resources,
- Executive Director, Colorado Department of Public Health and Environment, and
- Seven residents of areas impacted by energy conversion or mineral resource development.

The residents of impacted areas are appointed by, and serve at the pleasure of the Governor for terms not exceeding four years. Members are eligible for reappointment. State department directors serving on the Committee may designate agency representatives to act on their behalf.

Grant Program Rating Criteria

Applications for Tier I and II grants will be evaluated and scored by the Energy Impact Assistance Advisory Committee and DOLA staff based on alignment with the Program Criteria.

All applications are summarized by DOLA staff, with applicant input, into a one-page project summary which evaluates the merits of the grant request and corresponds with the project selection criteria. .

The following are the elements of the project selection criteria along with the points eligible within each criterion:

- **Demonstration of Need:**

The problem is clearly identified and quantifiable need is adequately described and documented.

- Grant Scoring Point Potential: 20

- **Priority, Community Goal, Outcome:**

The project addresses an identified community need or problem and is specified in documents such as a capital improvement plan, community master plan, engineering report, annual budget and/or other related planning and development resource publications adopted or otherwise approved by the local governing body. The applicant has adequately compiled and reviewed the goals of the community at-large and has identified the project as a highly ranked need against other initiatives.

The project is clearly a priority of the applicant, has been well planned, addresses a problem in the community, and has clear outcomes identified for success.

- Grant Scoring Point Potential: 10

- **Local Effort:**

The amount of local government cash contribution and/or revenue generated from debt financing is of primary importance in demonstrating the importance of the project to the applicant. In addition, the amount of funding firmly committed from sources other than local government cash match such as in-kind contributions (i.e., the value of local government labor and equipment dedicated for use in the project), state and federal grants, and private foundation and industry financial support is also considered. While dollar-for-dollar cash match from the local government applicant is strongly encouraged to improve the application's competitiveness, the minimum local match requirement (which can be composed of local government cash and other sources described above) is 50 percent of the total project cost. If a 50 percent match cannot be committed, the applicant must provide appropriate documentation and justification for its current fiscal constraints which limit the ability to meet the program's minimum matching requirements.

The Committee will also assign 10 points based on 1) cash match brought to the project is reasonable based on a review of the applicant's financial information, 2) in-kind match is appropriate and leverage given the low unrestricted fund balance, 3) the applicant attempted/succeeded in raising rates, fees or voter initiative to raise revenues, 4) the applicant has made every effort to contribute as much to the project as possible, 5) applicant water, sewer sales, mill rates are higher than statewide average, 6) applicant has exhausted all matching partner options (when applicable); the applicant project was deferred due to lack of funding.

- Grant Scoring Point Potential: 15

- **Readiness to Go:**

The project can be implemented in a reasonable period of time, i.e., within 6 months following grant award. Funding sources beyond the Impact Assistance grant are pledged and ready for expenditure. The applicant has demonstrated through past

performance that it possesses the appropriate professional and technical capacity to initiate and complete the project successfully and within the planned implementation schedule. Preliminary engineering has been completed and plans and permits are approved and the plan is ready for bid. In the case of design/build projects, a project contractor has been selected by the applicant.

- Grant Scoring Point Potential: 15

- **Energy/Mineral Relationship:**

The degree to which the applicant is socially or economically impacted by the development, processing, or energy conversion of fuels and minerals. This includes current energy and mineral impacts as determined by metrics (energy worker residency, permits issued, and mineral production levels) as well as documentation of historical impacts that continue to affect the applicant or impending impacts that will potentially affect the applicant in the future.

- Grant Scoring Point Potential: 20

CRITERIA (points per criteria)		CRITERIA DESCRIPTION
Demonstration of Need (1-20)		<ul style="list-style-type: none"> • Problem, Opportunity or Challenge is clearly identified. • Quantifiable need is well described and documented. • Urgency and Severity of Need may increase score • Health and Safety projects may increase score • Project is a mandatory priority that must be completed
Priority, Community Goal, Outcome (1-10)		<ul style="list-style-type: none"> • The project is identified in their comprehensive or other plan • Project is the local priority • Completing the project solves the problem • Identified expected outcomes
Local Effort	Pre-scored (1-5)	<ul style="list-style-type: none"> • Cash Match is worth a potential 5 points: (50% Match Required, unless financial circumstance warrants reduction) % are rounded to nearest whole number <ul style="list-style-type: none"> ▪ Less than 25% match, 1 point ▪ 25% - 35% match, 2 points ▪ 36% - 49% match, 3 points ▪ 50% - 74% match, 4 points ▪ 75% or higher match, 5 points
	Committee Scored (1-10)	<ul style="list-style-type: none"> • Cash Match is appropriate given unrestricted fund balance • In-Kind Match is appropriate leverage given the low unrestricted fund balance • Attempted/Succeeded to raise rates, fees or voter initiative to raise revenues. • Have made every effort to contribute as much to the project as possible. • Rates are higher than statewide average • Exhausted all matching partner options (when applicable) • Deferred due to lack of funding
Readiness to Go	Pre-scored (1-15)	<p>Pre-scored based on:</p> <ul style="list-style-type: none"> • Project financing secured • Preliminary engineering, plans, permits, zoning, final design etc. has been completed, is being completed, has not begun at all, etc.
Energy/Mineral Impact	Pre-Scored (1-10)	<ul style="list-style-type: none"> • Pre-scored using metrics
	Committee Scored (1-10)	<ul style="list-style-type: none"> • Project directly addresses or mitigates industry impacts (current or historic). • Project diversifies economy - post industry
		Maximum Possible Score = 80 TOTAL SCORE

Funding Decisions

A letter from the DOLA Executive Director announcing a decision to provide project funding is not a formal obligation of funds by the State, but rather an offer to enter into a grant contract for the dollar amount and project specified. Conditions, such as the formation of a taxing district, increased local government project matching funds, or development of necessary plans, may be stated as a contingency in the letter. Such conditions must be met either prior to or during the time of performance of the project at the discretion of the department.

The grant award offer is valid for *up to one year*. In unforeseeable circumstances where the grantee is unable to execute the contract within the one year period, the grantee *must request an extension of the award prior to its expiration through the Regional Manager*. There is no guarantee that a request for extension will be granted, and if denied, the award offer will be withdrawn.

Applicants are notified of award decisions via letter to the Chief Elected Official of the applicant jurisdiction.

Tier I applications will receive award notifications within eight weeks after grant application.

Tier II applications submitted on:

- April 1 will be presented to the Committee at Hearings in July.
- August 1 will be presented to the Committee at Hearings in November.
- December 1 will be presented to the Committee at Hearings in March.

Award notifications will be made three weeks after each grant Hearing.

NOTE: Grantees cannot start work on the project awarded grant funds until after receiving an executed grant agreement with DOLA, i.e., an executed grant contract is one that has been signed by the State Controller.

Appendix A: Policies Related to Specific Grant Requests, by Type

Hazardous Waste, Hazardous Materials and Contaminated Properties

DOLA does not fund grants that will result in work on contaminated properties or that will result in a potential liability to DOLA as the responsible party. While it is understood that at times a project may require disposal of hazardous waste to the transportation of hazardous material, DOLA will not fund these activities.

Housing

Due to the immense deferred maintenance of critical local government infrastructure, this program is not intended to be used as funding of housing related projects. The program funds public facilities that are open to the general public and is seen as a community asset. If an application is submitted for housing work, the applicant will be asked to first contact DOLA's Division of Housing. This program will fund community-wide housing needs assessments; however, assessments to prepare development plans for a neighborhood may not be competitive. Additionally:

- Affordable housing projects are the only projects supported through this program.
- The program will only fund infrastructure below ground and off-site for utilities like storm drainage, and will not fund actual housing construction, including underground utilities.
- Applications for housing projects must be a top priority of all participating local governments and demonstrated as such in their comprehensive plan or a related community plan.
- A connection to energy and mineral impacted areas must be clear.

Land Use Plans and Regulations

DOLA has historically assisted in funding comprehensive plans and land use regulations submitted by municipalities and counties. The department uses best practices learned to support improved long-term community development outcomes.

When funding comprehensive plans, the department **requires** that the following project components be included in the scope of work:

- A plan for three miles outside municipal boundaries also known as three mile plan per C.R.S. 31-12-105(1)(e)(I).
- The plan should identify the risks and vulnerabilities of natural and human caused hazards and goals, strategies, and/or actions to address these hazards. (This is not to be confused with the county's hazard mitigation plan, but would take information from that plan and consider how to address that information in the comprehensive plan's goals and strategies for future development.)
- Identify the recommendations for land use code updates to conform with an updated comprehensive plan. The department may fund land use code updates.

- Demonstrate the engagement of neighboring jurisdictions and major service providers/special districts which are impacted by growth and development

The department **strongly encourages** the following when funding comprehensive plans:

- Land use code updates: Because the land use code implements a comprehensive plan, a complete land use code update is strongly recommended, and may be required in the grant contract to accompany or immediately follow a comprehensive plan update. The department also encourages the inclusion of hazards planning in land use codes.
- Intergovernmental agreement(s) (IGA) with neighboring jurisdiction(s) to establish the mutually agreed upon area outside the municipality's boundaries that would be subject to a joint review process for development proposals to ensure consistency with plans. In addition, the IGA will address how infrastructure will be provided or upgraded and maintained in areas of mutual interest and engage major service providers/special districts, as applicable.
- A water supply and conservation component to ensure sufficient water supply for the projected development and an overall water conservation strategy. *(Colorado Water Conservation Board may be able to fund this element)*

Parks, Recreation, and Trail Projects

Due to the limited amount of Impact funds available, local governments interested in funding or planning for outdoor recreation projects will be directed to apply for Great Outdoors Colorado (GOCO) funds first. Grant applications are often more competitive when they leverage funding and are a priority of the community.

Power Purchase Agreement in Energy Improvements

DOLA will consider the use of Power Purchase Agreements (PPA) in certain circumstances. The benefit of the PPA must support a qualified government and the equipment must eventually be owned by the qualified government. In the event the qualified local government does not want to own the equipment used to create the PPA, DOLA may consider funding under the following conditions;

- the PPA must benefit a qualified government,
- the term of the PPA between the vendor and the qualified local government must generate savings equal to or greater than the grant award.

Road, Bridge and Street Improvements

The construction or replacement of a bridge or culvert is considered a major infrastructure project. Applications are more competitive when there is a strong connection to industry activity. The total volume of vehicle traffic, also known as an Average Daily Traffic count (ADT), is required from applicants for all road, bridge, and street improvement projects.

Road and street improvements and maintenance are the responsibility of the local government. Cases in which DOLA will consider funding a local government project are:

- Paving projects on county roads and municipal streets that are directly impacted by the energy and mineral industry. Projects on roads and streets with little relationship to the impacts of the energy and mineral industry are not considered competitive.
- Road and street paving projects important to economic development including those identified in Main Street Program project areas are competitive.
- Engineering of the road and street improvement being requested must be completed before application submission for DOLA to ensure that projects will be successful once implemented.
- Residential, and/or private roads not constructed or maintained by local governments are not eligible for grant applications.
- Drainage improvement projects that are related directly to roads impacted by the energy and mineral industry or where a safety hazard has been identified will be considered. Curb, gutter, valley pans, culverts, etc. are eligible for street and road projects when coordinated with a road or street improvement.
- Sidewalk improvements related to road and drainage funded projects must implement a management plan or study and a schedule of implementation before grant award.
- Grant applications will not be accepted for work on federal or state highways.

Rolling Stock/Vehicle Replacements

DOLA does not invest grant dollars in rolling stock (road maintenance equipment, firefighting apparatus, ambulances, public safety vehicles, etc.) for local governments. It is the position of the department that local governments should be planning for and building into their budgets necessary funds to replace vehicles and equipment on an ongoing basis. DOLA may assist a local government with the establishment of a rolling stock replacement program.

Circumstances in which DOLA may be willing to consider funding equipment are as follows:

- Documented evidence of firefighting apparatus shortages in past response to or in preparation for response to wildfires that are a result of increased energy or mineral production activities.
- Situations where road maintenance or emergency response capabilities that are directly related to energy or mineral impact activities require equipment purchases which might otherwise exhaust local financial capability and where local revenue-raising has not been sufficient.

Local governments that wish to diversify fleet fuels, build aggregated demand for private investment in fueling stations, or that have adopted fleet sustainability goals

may request funding for the increment upgrade costs associated with replacement of fleet vehicles to alternative fueled vehicles (AFV). AFVs may include compressed natural gas (CNG), CNG bi-fuel, propane and plug-in electric vehicles. The local government is required to provide a financial match that is equivalent to 100% of the cost of a standard vehicle and demonstrate the ability to build replacement of the alternative fueled vehicle into its fleet management program.

Short-term Equipment and Assets Replacement

DOLA does not provide funding for short-term equipment for local governments. It is the position of the department that local governments should be planning for, and building into their budgets the necessary funds to replace short-term assets and equipment on an ongoing basis. However, DOLA may assist a local government with the establishment of a replacement program.

Digital Trunked Radio (DTR) Communications

DOLA will consider the funding of DTR communication consoles for local governments under the following conditions:

- The DTR Communications console equipment is compatible with the current State DTR Communications system. The equipment proposed for funding in this program should be consistent and compatible with the area's Regional Communications Interoperability Plan.
- The local government must demonstrate that they cannot acquire this equipment through other funding mechanisms such as a lease purchase agreement, local financial institutions, or with cash.
- The local government must provide a 50% cash match of the project.
- If the jurisdiction is dispatching for other entities within its region (i.e. fire districts, EMS, municipalities etc.) they must establish a charge-for-service to those jurisdictions for dispatch service.
- The local government must demonstrate that the requested funding for equipment is one time funding (only), and that the local government has a fiscal and operational model in place that is self-sufficient, sustainable, and locally funded for the future. If such financial planning is not in place the local government will be required to implement a fee to ensure future replacement as a condition of the grant.
- The local government must demonstrate that the funding assistance requested is the only method to secure safe and reliable communications for their region, and that all cooperative and regional solutions have been investigated and eliminated as unworkable;

E-911 Policy:

If a local government can demonstrate that they have established their E-911 tariff at the maximum allowable charge through the Colorado Public Utilities Commission waiver process, the application for E-911 related projects will be more competitive.

Appendix B: Statewide Programs and Initiatives

Please contact your Regional Manager for current information on these programs and initiatives or visit the DOLA website at www.colorado.gov/dola for more information. The following information is summary and does not cover all programmatic or initiative requirements.

Statewide Programs

Best and Brightest Management Intern Program

Objective

To support local government management interns in partnership with participating local governments and the University of Colorado.

Application Process

Local governments must contact the respective Regional Manager for application process details.

Funding Opportunities Include

- Participating towns and counties will be provided with one full time (40 hours per week) general management intern for two years.
 - Students who are accepted into the University of Colorado's program will complete a master's degree in Public Administration or Political Science with emphasis in politics and public policy.
 - Students will receive an annual salary and benefits package totaling \$37,500.
- Each jurisdiction will match DOLA's award of \$20,000 with \$17,500 toward each student's annual salary and benefit package.

Additional Funding Requirements and/or Consideration

- Local governments will determine job requirements for interns needed.
- Local governments must develop a job description and work plan, as well as a plan for mentoring the intern throughout their time in the position.
- Upon completion of the two-year program, each student will have completed all of the requirements for a master's degree in Public Administration or Political Science with emphasis in politics and public policy while at the same time having gained two years of invaluable applied experience.

Main Street Program

Objective

To assist local governments and downtown organizations through a nationally-proven process that helps organize community needs and ideas so they result in a strategic plan for downtown revitalization.

Application Process

Communities interested in joining the Main Street Program should contact DOLA program staff or their Regional Manager to learn about the competitive application process.

Funding Opportunities Include

- Mini-grants offered to communities participating in the Main Street program based on their annual work plan.
- Extensive technical expertise and assistance is offered to Main Street communities.

Additional Funding Requirements and/or Consideration

While the program focuses on the participating Main Street communities, other communities may benefit by joining as Affiliates or attending trainings to learn the methodology and lessons learned from other communities.

University Technical Assistance

Objective

In collaboration with the University of Colorado, the University Technical Assistance (UTA) program provides rural local governments with architectural assistance. The UTA program engages higher education interns in real-world projects that can benefit rural communities, saving local governments money in preliminary design and community engagement, and providing students with a valuable work experience. All projects and interns are supervised by University College professionals.

Application Process

Local governments interested in assistance must contact the University of Colorado Technical Assistance group through their area Regional Manager.

Opportunities Include

- This program provides architectural assistance through the University Technical Assistance interns. Funding is not available.
- Students complete preliminary plans and designs that can be used to inform and engage community members in a project, and to apply for grants for project implementation.

Funding Requirements and/or Consideration

Once a project is identified, a scope of work, timeline, and budget is created and approved by the community, UTA, and DOLA. The local government receiving technical assistance will provide 50% of the cost of the scope of work, and 50% of the cost will be provided through the program.

Statewide Initiatives

Alternative Fuels Initiative

Objective

To support local government efforts in the use of alternative fuel vehicles, and the construction of alternative fueling stations.

Application Process

Before submitting an application, local governments are required to first consult with the DOLAs partner agencies: Colorado Energy Office and the Regional Air Quality Council regarding fueling stations and the purchase of alternative fuel vehicles.

Applications will follow the regular grant application amounts, cycles, and timelines.

Funding Opportunities Include

- Increment upgrade on the replacement of a vehicle to one that is alternative fuel.
- Alternative fueling station infrastructure for publicly-owned fleets.

Additional Funding Requirements and/or Consideration

- DOLA is partnering with the Colorado Department of Transportation (CDOT), the Colorado Energy Office (CEO), and the Regional Air Quality Council (RAQC) to support the use of alternative fuel vehicles throughout the state by assisting with the purchase of alternative fuel vehicles and fueling station infrastructure.
- Matching fund requirements for alternative fuel vehicles are the primary replacement cost. In the case of fueling stations, matching funds required are 50% unless an applicant can show that their financial conditions are such that only 25% match is available.

Broadband Initiative

Objective

To support local government efforts in providing public institutions, private businesses, and local citizens access to reliable broadband service at affordable costs.

Application Process

Applications will follow the regular grant application amounts, cycles, and timelines.

Funding Opportunities Include

- Regional Planning and Interconnectivity.
- Middle-mile Infrastructure.

Additional Funding Requirements and/or Consideration

- Because of the technical complexity of these grants, a more in depth review by DOLA staff of all applications is required. Applicants must contact their Regional Manager prior to submitting a grant application.
- A 25% match is required for regional planning grants.
- A 50% match is required for middle-mile infrastructure.

Federal Lands Coordination

\$1 Million set-aside per fiscal year for 3 years beginning 2015/16

Objective

To support more effective local government coordination and engagement in federal land management decision-making processes.

Application Process

Applications will follow the regular grant application amounts, cycles and timelines.

Funding Opportunities Include

- Planning analysis.
- Public engagement.
- Coordination and collaboration with federal agencies and stakeholders.
- Other similar or related processes needed to help local government engagement in the federal land management decision making process.
- All projects must be designed to improve the coordination and/or local engagement in federal land management decision-making processes.

Additional Funding Requirements and/or Consideration

- Applicants are strongly encouraged to consult with their Regional Manager prior to making a grant application.
- All projects must be designed to improve the coordination and/or local engagement in federal land management decision-making processes
- Collaboration between the county and its' partners is strongly encouraged. While smaller local government agencies may be eligible to apply for funding, DOLA prefers the county act as the grantee and enter into MOUs with other partner agencies to ensure regional level coordination and consistency.

Fiscal Health Initiative

Objective

Support local governments' efforts in implementing financial management best practices.

Application Process

Follow the application process of the Discretionary Grant programs.

Funding Opportunities Include

- Five-Year Capital Project Planning
- Financial Capacity Analysis
- Financial Checkup
- Asset Inventory and Management
- Fiscal Health Diagnostic Tool
- Program Costing
- Online Priority Based Budget (PBB LITE) Support

Additional Funding Requirements and/or Consideration

- Matching funds required at 50% unless financial conditions are shown by the applicant that less match is all that can be contributed.