Business Item

Community Development Committee

Committee meeting date: November 16, 2026 **For the Metropolitan Council:** December 2, 2026

Business Item: 2026 178

Community Development Competitive Grant Award Amendment Guidelines

District(s), member(s):	All
Policy/legal reference:	Minnesota Statutes 85.53, 473.315, 473.355, 473.251, 473.252, 473.253, and 473.254
Staff prepared/presented:	Nicole Clapp, Senior Manager, Grants (651-602-1723)
Division/department:	Community Development/Finance & Administration

Proposed action

That the Community Development Committee approve replacing the 2014 Livable Communities Act Grant Amendment Guidelines with the Community Development Competitive Grant Amendment Guidelines, to implement consistent amendment procedures for competitively awarded grants, in accordance with the attached guidelines.

Background

In 2014, the Community Development Committee (CDC) approved changes to the Livable Communities Act (LCA) grant amendment guidelines (Business Item 2014-182). LCA grant programs have been operating under those guidelines since then.

In 2025, CDC approved a significant LCA program update (Business Item 2025-235) with implementation beginning with the 2026 grant awards. These changes impacted many aspects of the program, including scoring criteria and program priorities, which therefore impacted amendment considerations. As part of this update, staff reviewed the existing amendment guidelines and identified updates that would bring the guidelines into alignment with the program updates.

Additionally, in the last several years there have been other Community Development competitive grant programs added to the CD portfolio, including the Regional Parks and Trails Competitive Equity Grant Program (established 2019) and the Community Trees grant program (established 2025).

The Council also recently implemented a new grant management system (Fluxx) which enables the creation of consistent workflow and approvals processes for grant amendments across all programs. This system has robust audit tracking capabilities and maintains all actions within the system, including the original scoring with notes. As part of this implementation and workflow development, staff recognized the opportunity to update and expand the existing LCA grant amendment guidelines to reflect current program structures and include the other competitive grant programs in the guidelines.

The intention is for these guidelines to eventually be incorporated into the enterprise-wide grant management policies and procedures that are slated for development in 2027.

Rationale

Staff recommend approval of these guidelines to bring all competitively awarded Community Development grants into alignment with the same amendment review and approval processes. This will ensure consistency in what is presented to CDC for review and approval of significant proposed changes to competitive awards that were approved by CDC. This also provides a consistent grant administration experience for grantees (local governments) who often are the same across many of the grant programs.

Staff review will continue to protect the Council's interest by ensuring that requested project changes are within parameters previously approved by the CDC and grant funds are used only for the purposes for which they are awarded. Additionally, using significance and scoring impact as a decision matrix for which amendment requests will be brought to CDC will create increased efficiencies for grantees, staff, and CDC members.

Thrive lens analysis

On Feb. 12, 2025, the Council adopted Imagine 2050, which builds on policy direction in Thrive MSP 2040. Under Imagine 2050, the proposed guidelines advance the shared regional value of stewardship of our financial resources. Effectively managing the division's grant programs supports the Council in advancing the Imagine 2050 regional goals through those programs.

Funding

There is no impact on funding.

Small business inclusion

There are no direct impacts to small business contracting.