

**STATE OF MINNESOTA**  
**2020 CARES ACT GRANT COUNTY - MUNICIPALITY AGREEMENT**

This Agreement (hereinafter “Agreement”) is made between Dakota County (“Grantee”) and the City of West St. Paul, Minnesota (“Municipality”).

**Recitals**

- 1 Under Minnesota Laws 2020, Chapter 77, section 4, Grantee applied for and received funds as requested in the grant application. Grantee entered into a Grant Agreement, which is attached as Exhibit A and incorporated into this Agreement as described in paragraph 1.3 below.
- 2 Grantee represented that it is duly qualified and agreed to perform all services described in that Agreement to the satisfaction of the State and in accordance with all federal and state laws authorizing these expenditures. Pursuant to [Minn.Stat.§16B.98](#), Subd.1, Grantee and Municipality agree to minimize administrative costs as a condition of this grant.
- 3 Federal funds for this agreement are provided pursuant to the Coronavirus Aid, Relief, and Economic Security Act, Public Law 116-136, hereinafter the CARES Act.
4. Grantee is responsible for elections within its county and Municipality operates polling places within its jurisdiction. Both are in need of funds to take the necessary steps to respond to coronavirus, domestically or internationally, for the 2020 election cycle.in a complete manner.
5. Municipality represents that it has insufficient resources to respond in a complete manner without the grant amount provided pursuant to this agreement.

**Agreement**

**1 Effectiveness of Agreement**

- 1.1 **Effective date:** July \_\_\_\_, 2020, or the date all required signatures, have been affixed to the agreement by Grantee and Municipality, whichever is later. No payments will be made to Grantee until this Agreement is fully approved and executed.
- 1.2 **Expiration date:** December 31, 2020, or when all funds applied for and provided to Municipality by Grantee have been expended, or returned to Grantee for transmission to the State pursuant to paragraph 4.4 of the Agreement between Grantee and State, whichever occurs first.
- 1.3 **Application of Terms.** Municipality agrees to be subject to the obligations applicable to Grantee in the Grant Agreement set forth in Exhibit A in the following paragraphs of that Agreement: paragraphs 1 through 5; 7 through 11; and 13 through 16.

**2 Municipality’s Duties**

Municipality is hereby awarded \$\_\_\_\_\_ from the funds provided by State to Grantee in the Grant Agreement set forth in Exhibit A, and will expend, no later than November 10~~6~~, 2020, the funds only for the federal and state purposes, in preparations for and the necessary events connected with the primary election to be held August 11, 2020 and the general election to be held November 3, 2020, at which federal offices are on the ballot, and will return all unspent grant funds to Grantee, as described in the Grant Application submitted by Grantee, which is attached as Exhibit B and incorporated into this Agreement, by December 15, 2020. Grantee shall submit, by November 10, 2020, a financial reporting form to the Grantee in the form Grantee must use to report grant expenditures to the State of Minnesota, stating the amount spent from this grant in calendar year 2020 for authorized expenses or electronic roster systems, a description of each expense or purchase, and how much of the grant award is unexpended and is being returned, if any, and the total of the proportionate match required by Minnesota Laws 2020, Chapter 77, section 4.

**3. Authorized Representative**

Grantee's Authorized Representative is [Name][Title][Physical/MailingAddress][Telephone Number][ Email Address].

Municipality's Authorized Representative is:

Shirley Buecksler, City Clerk  
City of West St. Paul  
1616 Humboldt Ave  
West St. Paul, MN 55118

Grant payment will be made to:

\_\_\_\_\_   
Federal ID Number: 41-6005639

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, parties must notify each other of the change.

**GRANTEE (County)** *Grantee certifies that the appropriate person(s) have executed the Agreement on behalf of Grantee as required by applicable resolutions or ordinances.*

By: \_\_\_\_\_  
Signed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**MUNICIPALITY**

Jurisdiction: **City of West St. Paul**

By: David J. Napier, Mayor  
Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

By: Ryan Schroeder, City Manager  
Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

Distribution: Grantee  
Municipality