



City of Saint Paul, Minnesota  
**Neighborhood Sales Tax Revitalization Program**  
**Attachment A: Statement of Work**



This document, and its attachments, will form the basis of the STAR Agreement between the City of Saint Paul and your organization.

Project Title: ECCM Storage Restoration

Organization: Eritrean Community Center of Minnesota

Address: 1935 University Avenue West

City: St. Paul State: MN Zip: 55104

Project Manager: Essey Asbu Phone: 612-209-7979

Federal ID No: 41-1832515 E-Mail: \_\_\_\_\_

PED Account Officer: Claudia Klinkhammer Phone: 651-266-8685

Project Location: 1941 University Avenue West

Citizen Participation: Ward: 4 District: 11

STAR Funds Awarded	\$ 65,000
	+
Matching Funds Pledged	\$ <u>33,670.00</u>
	+
Additional Non-Matching Funds	\$ _____
	=
Total Project Cost (all funds)	\$ <u>98,670</u>

Loan Only: Credit Committee Date & PED Risk Rating: N/A

**1. Project Summary:** Please summarize your activity in the space provided.

We will be hiring a General Contractor to rebuild the Storage Room at ECCM. The General contractor will work with City of St. Paul to obtain the necessary permit to rebuild then rebuild the storage to the Cities specification.

**2. Job Information Requirements:** Certification of the number of jobs created, including information on demographics, salaries and job types must be documented annually. A Minnesota Business Assistance report may be required on economic development or job-creation projects assisted with \$25,000 or more of public dollars, or located in a tax-increment financing district.

The Saint Paul Living Wage ordinance requires payment of a designated Living Wage to be paid for jobs created by some projects receiving more than \$100,000. These must be documented annually for five years or until the total number of jobs listed below is reached (*whichever is longer.*)

**Job Creation:** If this project creates new jobs, please identify:

# 0 Jobs Created \$ \_\_\_\_\_ Starting Salary

**3. Commercial or Residential Properties:** Please identify the number and kind of properties which will benefit from this activity:

# \_\_\_\_\_ Single Family # \_\_\_\_\_ Owner Occupant # \_\_\_\_\_ Multi- Unit  
 # x Commercial Renovation \_\_\_\_\_ N|A

**4. Public / Private Open Space Improvements:** Please indicate all that apply:

\_\_\_\_\_ Streetscape \_\_\_\_\_ Park or Playground \_\_\_\_\_ Other Public Improvement  
 \_\_\_\_\_ Private Open Space x N|A

**5. Anticipated Timeline:**

Time Period	Activities to be Completed	Person Responsible
From: 5/16/2022 To: 6/15/2022	Hire general contractor	Dawit Solomon/Essay Asbu
From: 6/15/2022 To: 7/1/2022	Get necessary permit	Dawit Solomon/Essay Asbu
From: 7/1/2022 To: 8/30/2022	Construction begins and completes - Complete project	Dawit Solomon/Essay Asbu

**6. Sources and Uses:** Please attach an itemized budget or contractors' estimates where applicable. Itemize use of STAR funds, private match and non-matching funds for the entire project:

CATEGORY	STAR LOAN	STAR GRANT	MATCHING FUNDS	NON-MATCHING FUNDS	TOTAL
Acquisition					
Rehabilitation:					
residential					
commercial		65,000.00	32,870.00		97,870.00
New Construction:					
residential					
commercial					
Public Improvements					
Private Open Space Improvements					
** Direct Project Costs			800.00		800.00
*** Other					
<b>TOTALS:</b>		<b>65,000.00</b>	<b>33,670</b>		<b>98,670.00</b>

**Line Item Examples:**

- Acquisition: up to 20% of STAR funds may be used to either purchase property, an existing building or be used for direct project costs
- Commercial/Housing Rehabilitation: improvements to an existing building
- New Construction: additions, new structure
- Public Improvements: minor streetscape improvements, playground equipment, park benches, signs, lighting etc.
- Private Open Space Improvements: playground or community garden on private property

\* List additional funds being used on this project that do not qualify as matching contributions (i.e. city grants received from CDBG, TIF, CIB or the HRA)

\*\*Direct Project Costs (Soft Costs) - Up to 20% of STAR funds may be used for acquisition and/or soft costs (i.e. architect, engineering, legal and loan fees, permits, licenses.) Soft costs do not include general salary, administration, marketing, or operating expenditures. Please itemize and describe soft costs:

**The \$800.00 Project cost is the cost of dumpster to remove unusable items from the storage**

\*\*\*Other: Please give a detailed explanation and specific costs included in this category

**7. Private Match:** Please include only those funds directly related to the STAR activity.

Description	Amount
Contribution from community members	\$35,670.00
<b>Total</b>	<b>\$35,670.00</b>

**NOTE:** Up to 30% of the total match may be indirect contributions including in-kind goods and services, sweat equity and/or volunteer labor. Sweat equity and volunteer labor is valued at \$15 per hour (*Neighborhood STAR Guidelines, page 7*)