



ANNUAL REPORT 1981

REGION 5 REGIONAL DEVELOPMENT COMMISSION

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Pursuant to Mn Stat 462.393, sd 1-ANNUAL
report and includes EVALUATION rpt
pursuant to 462.393, sd 1/every 5 y

ng Cass, Crow Wing, Morrison, Todd and Wadena Counties.

NOTICE TO THE READER

The last annual report issued by Region 5 Regional Development Commission covered programs and budget for calender year 1979. In early 1980, legislation was enacted to require annual reports on August 1st of each year. Because of the change, this report covers the period from January 1, 1980 to June 30, 1981.

REGION 5 REGIONAL DEVELOPMENT COMMISSION



611 Iowa Avenue, Staples, Minnesota 56479 (218) 894-3233

DAVID LOCH, Executive Director


CHAIRMAN'S LETTER

The purpose of the Regional Development Commission is to achieve cooperation among the local units of government in addressing local and regional needs. Regional means that more than one city, county or township is involved in addressing that need. This is indeed a lofty and difficult purpose to achieve.

The Commission has made some outstanding contributions in the last year and a half. We were instrumental in securing an Urban Development Action Grant for Crosby to reopen its manufacturing plant. We helped to design and implement major housing and community development programs in Brainerd, Little Falls, Cass Lake, Cass County and Wadena County. The total dollar amount invested by the federal government is \$5.8 million, but equally important is the leveraging of two to three times that amount in local public and private investment in the respective communities.

Most of the Commission's aid to local governments is not that spectacular, however. Much of it involves a simple information exchange or guidance in the development of local plans or projects. The Commission is regarded as an important resource to most of our cities and counties.

Because of the close contact and involvement with local governments, the Commission has established itself as a strong advocate for local and regional needs with the federal and state agencies. As the resources from those agencies diminish, the Commission can play an even more important role in guiding public investment where the need is greatest and benefits the most people. If this role of the Commission is to be realized, then cooperation between the Commission, the cities, counties and townships of our Region is critically important. The Commission was created for and pledges that cooperation to achieve its purpose.


Eugene Lindquist, Chairman

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REGION 5 REGIONAL DEVELOPMENT COMMISSION
ANNUAL REPORT FOR 1981

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EXECUTIVE DIRECTOR'S INTRODUCTION

The closing of the fiscal year on June 30, 1981, marks the end of the seventh full year of operation for the Region 5 Regional Development Commission. In the early years, the Commission concentrated on technical assistance and the distribution of basic services such as housing, parks and recreation, aid to the elderly, and employment and training resources. Those activities have been the backbone of the Commission's programs.

Each year brought new efforts, however. The past eighteen months witnessed the completion of a regional comprehensive plan; the initiation of a regional investment strategy for federal funds for community development; the offering of personnel management assistance to four counties; identification of rural needs for the Governor's Council on Rural Development; the organizing of citizen meetings to site a hazardous waste disposal facility in the state and the evaluation of the planning and zoning operation in a county.

The budget for the past several years has been fairly stable. The staff complement has been approximately fifteen. The outlook for the future is quite different. By January 1, 1982 there will be a budget reduction of approximately forty percent and a staff decrease to nine.

The following report details the Commission's activity and presents the past, present and future budgets.

David Loch, Executive Director

MEMBERSHIP

REGION 5 REGIONAL DEVELOPMENT COMMISSION

MEMBERS

Cass County Representatives

Mahlon Swentkofske/Clarence Howe*
Thomas Skalsky/William Boldt*
Fred Martin

Board of Commissioners
Municipalities
Town Boards

Crow Wing County Representatives

Ross Kunkel/Mary Koep*
Martin Nier
Steve Wentworth

Board of Commissioners
Municipalities
Town Boards

Morrison County Representatives

Felix Kujawa
Royal Loven
Melfred Venske

Board of Commissioners
Municipalities
Town Boards

Todd County Representatives

Monroe Sletta/Stam Sumey*
Jack Wilson
Eugene Host/Herbert Luebben*

Board of Commissioners
Municipalities
Town Boards

Wadena County Representatives

Nick Schmitz
Wayne Maroney
William Kern

Board of Commissioners
Municipalities
Town Boards

City of Brainerd Representative

Mary Koep/Mildred Michaelis*

Brainerd

Councils of Government (COG)

Willmar Holmquist
(vacant)

Little Falls COG
Lakes Area COG

Region 5 School Boards

Eugene Lindquist
Neil Christenson

Clarissa
Little Falls

Special Interest Groups

Robert Siegel
Colin Kivi
(vacant)

Soil & Water Conservation Districts
Region 5 Ecumenical Council
Leech Lake Reservation

* / indicates that member's term ended and that person was replaced.

REGION 5 REGIONAL DEVELOPMENT COMMISSION

1981 BOARD OF DIRECTORS

Eugene Lindquist, Chairman
Fred Martin (Cass County), Vice-Chairman
Mary Koep (Crow Wing County), Secretary
Nick Schmitz (Wadena County), Treasurer
Felix Kujawa (Morrison County), Director
Stan Sumey (Todd County), Director
vacant (school boards), Director

STAFF

Administrative

David Loch, Executive Director
Kathy Gaalswyk, Executive Assistant
Nancy Stevens, Controller
Barbara Card, Secretary

Physical Resources

Chuck Lubowitz, Physical Resources Program Manager
Becky Monson, Regional Planner
Larry Knosalla, Local Government Adviser

Economic Development

Janna King, Economic Development Program Manager
Nancy Kern Roth, Regional Planner
Kathy Johnson, Community Development Specialist

Human Resources

John Fellerer, Aging Project Director
Renee Wyffels, Aging Administrative Assistant
Virginia MacArthur, Arts Coordinator
Leyten Fontaine, Social Development Planner

REGION 5 REGIONAL DEVELOPMENT COMMISSION

ADVISORY COMMITTEES

<u>COMMITTEE</u>	<u>CITY</u>	<u>COUNTY</u>
<u>Area Agency on Aging Advisory Committee</u>		
Mary Koep (Chairperson)	Brainerd	Crow Wing
Melvin Nefstead	Hackensack	Cass
Alfred Gunderson	Walker	Cass
Doris Jones (minority rep.)	Cass Lake	Cass
Irene Kukko	Brainerd	Crow Wing
Viola Swenson	Crosby	Crow Wing
Earl McIntosh	Crosby	Crow Wing
Violet Krych	Little Falls	Morrison
Dagmar Johnson	Little Falls	Morrison
Eleanor Burges	Pierz	Morrison
Lyle Evers	Grey Eagle	Todd
Herbert Johnson	Eagle Bend	Todd
Howard Pattison	Staples	Todd
Mary Ann Erckenbrack	Wadena	Wadena
Dennis Johnson	Wadena	Wadena
George Buck	Sebeka	Wadena
<u>Developmental Disabilities Advisory Committee</u>		
Melfred Venske (Chairman)	Randall	Morrison
David Terdan	Ah-Gwah-Ching	Cass
Charlotte Bowden	Pine River	Cass
Jeanette Hohman	Brainerd	Crow Wing
Elizabeth Newgord	Brainerd	Crow Wing
Calvin Wunsch	Upsala	Morrison
Helen Juetten	Little Falls	Morrison
Tim Baland	Long Prairie	Todd
David Kirby	Long Prairie	Todd
Dan Toedter	Wadena	Wadena
Mary Ellen Kollodge	Wadena	Wadena
<u>Economic Development Advisory Committee</u>		
Martin Nier (Chairman)	Fort Ripley	Crow Wing
Charles Nelson	Backus	Cass
Mert Lego	Cass Lake	Cass
Dean Hickey	Walker	Cass
Laverne Nies	Hackensack	Cass
Lansin Hamilton	Brainerd	Crow Wing
Norm Engle	Fifty Lakes	Crow Wing
James Bedard	Brainerd	Crow Wing
Herman Stangl	Pierz	Morrison
Felix Kujawa	Buckman	Morrison
Dennis Rothstein	Little Falls	Morrison
Donald Carlson	Browerville	Todd
Tom "Hans" Iten	Browerville	Todd
Kenneth Helgeson	Clarissa	Todd
Brian Roth	Staples	Wadena
Rob Enberg	Verndale	Wadena
Bob Johnson	Wadena	Wadena

ADVISORY COMMITTEES (continued)

COMMITTEE

CITY

COUNTY

Five Wings Arts Resources Council Directors

Marlene Johnson (Chairperson)
 Roger Standlie
 Dorothy Vollman
 Robert MacArthur
 Jeanette Smith
 Susan Rathke
 Arlene Skrock
 Nancy Rutzloff
 Jeanette Hansen
 Amy Hjelmeland
 John Miles

Wadena
 Walker
 Akeley
 Brainerd
 Crosby
 Brainerd
 Royalton
 Little Falls
 Eagle Bend
 Eagle Bend
 Wadena

Wadena
 Cass
 Cass
 Crow Wing
 Crow Wing
 Crow Wing
 Morrison
 Morrison
 Todd
 Todd
 Wadena

Housing Advisory Committee

Willmar Holmquist (Chairman)
 Jean Kline
 Gordon Hall
 John Hellberg
 Libby Andolshek
 Dale Peterson
 Steve Beck
 George Jagush
 Robert Biddle
 Joseph Thompson
 George Waldvogel

Little Falls
 Pine River
 Remer
 Brainerd
 Crosslake
 Little Falls
 Browerville
 Browerville
 Sebeka
 Wadena
 Grey Eagle

Morrison
 Cass
 Cass
 Crow Wing
 Crow Wing
 Morrison
 Todd
 Todd
 Wadena
 Wadena
 Todd/Morrison

Natural Resources Advisory Committee

Robert Siegel (Chairman)
 Ron Crooker
 Joe Shepherd
 Fay Harrington
 George Broncato
 W. Bob Olson
 Joe Gilson
 Killion Balcom
 Eugene Host
 Lester Erickson
 Lawrence Pederson

Little Falls
 Backus
 Cass Lake
 Hackensack
 Brainerd
 Little Falls
 Fort Ripley
 Long Prairie
 Browerville
 Sebeka
 Staples

Morrison
 Cass
 Cass
 Cass
 Crow Wing
 Morrison
 Morrison
 Todd
 Todd
 Wadena
 Wadena

ADVISORY COMMITTEES (continued)

COMMITTEE

CITY

COUNTY

Regional Employment Advisory Committee

William Kern (Chairman)	Verndale	Wadena
Claire McGuigan	Pine River	Cass
Ralph Collette	Brainerd	Crow Wing
George Kleinschmidt	Brainerd	Crow Wing
Becky Lindborg	Brainerd	Crow Wing
Arlo Kenschler	Brainerd	Crow Wing
Jim Miller	Brainerd	Crow Wing
Marvin Stangl	Pierz	Morrison
Bob Stewart	Little Falls	Morrison
Hilda Hector	Osakis	Morrison
Stan Edin	Staples	Todd
Ray LaVoie	Clarissa	Todd
Roger Larson	Eagle Bend	Todd
John Ganzaes (minority rep.)	Staples	Todd
Nick Schmitz	Wadena	Wadena
Manley Erickson	Wadena	Wadena
Norma Anderson	Wadena	Wadena

Transportation Advisory Committee

Nick Schmitz (Chairman)	Wadena	Wadena
Jim Worchester	Walker	Cass
Roger Standlie	Walker	Cass
Duane Blanck	Brainerd	Crow Wing
Elmer Beto	Little Falls	Morrison
Bob Elleraas	Long Prairie	Todd
Gene Mattern	Wadena	Wadena
Ron Schweninger	Brainerd	City of Brainerd
Lee Engstrom	Little Falls	City of Little Falls

PROGRAM REPORTS

COMPREHENSIVE PLANNING

The Commission completed its work on the Region 5 Comprehensive Development Guide, approving the revised edition on February 25, 1981. The Comprehensive Development Guide consists of goal statements, specific policy guidelines, and a method to coordinate existing plans within this overall framework.

The completed Comprehensive Development Guide is currently being used as a basis for A-95 reviews. The Guide clearly reflects a consensus of public opinion regarding the direction our economic, physical and social planning should take. ●

EMPLOYMENT PLANNING

Region 5 is responsible for monitoring Employment and Training Programs in the five-county area, developing and submitting a plan to Rural Minnesota CEP, (the CETA Prime Sponsor for a 19-county area in northern and western Minnesota). The objective of the plan is to identify target groups for employment and training services and to ensure the utilization and coordination of all employment and training services.

Major employment concerns in Region 5 include seasonal employment and low median income. Employment services targeted in the plan to address these problems include: high school equivalency, vocational occupational classroom training, on-the-job training, work experience, job placement and vocational assessment.

The 16 member Regional Employment Advisory Committee monitors employment programs, assists in plan development and advises the Commission and Rural Minnesota CEP on regional employment concerns. ●



ECONOMIC PLANNING AND DEVELOPMENT

Planning activities and local assistance for Economic Development in Region 5 have been funded primarily by the Federal Economic Development Administration (EDA); other support has included the local levy and HUD 107 funds. Region 5 Regional Development Commission's strategy to affect economic development as a designated EDA District involves the following components: 1) economic development planning; 2) capacity building at the local level to provide the basis for economic development projects; 3) technical assistance and grantsmanship on specific economic development projects; 4) promotion of inter-governmental cooperation and coordination on local, regional, state and federal programs.

The Overall Economic Development Plan was approved by EDA, and designation as an Economic Development District was received in August 1979. Ongoing analysis of the problems and potentials of the forest, agriculture, tourism, business and industry sectors has been the focus of Economic Development Advisory Committee activity during FY81. Through this effort, priorities for future investment in economic development have been established.

Local assistance has been a major emphasis of the Region 5 Economic Development program. Assistance was provided upon request to communities interested in economic development, existing businesses seeking to expand and business prospects considering location in Region 5. A major effort was made to assist those communities experiencing sudden and severe loss of employment due to major plant closings. ●

LOCAL PLANNING

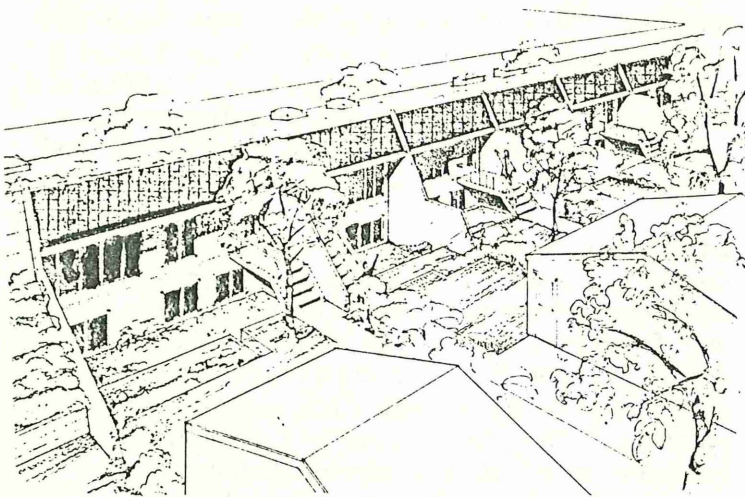


The following is a brief description of the programs that were submitted to Housing and Urban Development for the Community Development Block Grant program.

<u>County</u>	<u>Activities</u>	<u>Amount Requested</u>
<u>Cass County</u>		
Cass County	Housing Rehabilitation in Gould, Blind Lake, Popular & Home Brook Townships	\$ 552,000 (single year)
Cass Lake	Housing Rehabilitation Public Facility Improvements	1,400,000 (Year 1 - \$408,500) (Year 2 - 501,000) (Year 3 - 490,500)
<u>Crow Wing County</u>		
Brainerd	Housing Rehabilitation Public Facility Improvements, Housing Maintenance Code	1,400,000 (Year 1 - \$400,000) (Year 2 - 500,000) (Year 3 - 500,000)
<u>Morrison County</u>		
Little Falls	Housing Rehabilitation, Public Facility Improvements, Clearance of Blighted Property Construction of Senior Citizen Center	1,559,300 (Year 1 - \$399,000) (Year 2 - 503,500) (Year 3 - 579,300)
<u>Wadena County</u>		
Wadena County	Housing Rehabilitation In Cities of Menahga and Nimrod Townships of Blueberry, Shell River, Orton, Huntersville and Lyons.	500,000 (single year)

Technical assistance to communities wishing to strengthen existing or develop new growth management techniques has been a priority. Crow Wing County received assistance in selecting a consultant to analyze the comprehensive plan and zoning ordinance. Assistance was also provided to update the Comprehensive Plan. The Cities of Buckman, Randall, Pillager, Nisswa, Lake Shore and Townships of Wabedo, Ponto Lake, and Scandia Valley were assisted in developing zoning ordinances. ●





HOUSING PLANNING

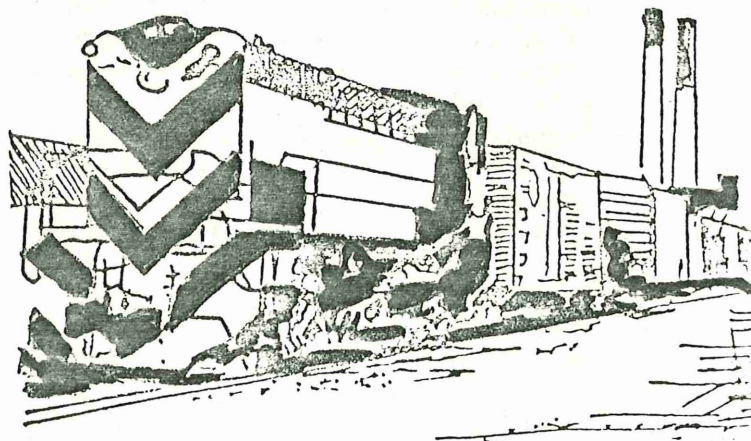
Technical assistance to units of government and local housing and redevelopment has been the backbone of the Housing Planning Program in Region 5. Applications for Department of Housing and Urban Development (HUD) public housing by the Staples Housing Redevelopment Authority and Community Development Block Grant Program (CDBG) were developed by Region 5 staff for Brainerd and Little Falls. Assistance to the Cass County Housing Authority and to the Wadena County Social Services staff in developing applications for the CDBG was also provided. Part of the assistance provided to Brainerd, Little Falls, Cass County Housing Authority and Wadena County Social Services was the development of Housing Assistance Plans as a final application requirement. The Housing Assistance Plan identifies the needs of lower income households for housing assistance and sets targets for meeting those needs.

Monitoring the development of subsidized housing and reviewing new proposals against the Areawide Housing Opportunity Plan was also an important function. The purpose of the Plan is twofold. The first section is a description of the housing stock in the Region coupled with a thorough needs analysis. Secondly, the Allocation Plan is a recommendation for distribution of housing resources by county. The Allocation Plan presents percentage distributions and suggests numbers of units as targets for fulfilling the need identified. ●

TRANSPORTATION

The Commission has continued to maintain a regional transportation planning process through its advisory committee and in cooperation with the Minnesota Department of Transportation (MN/DOT). The Transportation Plan for Region 5 was prepared over the past eighteen months. The Plan defines the future role of the Regional Commission in transportation issues, sets out goals and policies for guiding development in transportation, and presents an investment strategy for highway capital improvements.

Besides aiding in the development of the regional transportation plan, Commission staff also provided assistance to transit operators in Staples, Brainerd, Motley and Wadena. Most of the aid was in the form of information and proposal development for application for transit subsidy funds. ●



FmHA REGIONAL

INVESTMENT STRATEGY

Under assistance from Farmers Home Administration (FmHA), Region 5 is preparing an investment strategy for community facilities. Local water and wastewater systems, fire protection, housing, economic development, health clinics or other health facilities, emergency medical vehicles and solid waste facilities are to be included in the strategy. The process has two phases.

PHASE I was designed to inventory and assess the community facilities needs within Region 5. These facility needs include water, wastewater, fire protection, housing, economic development, solid waste and various health facilities. A survey instrument was designed which would address each community's facility needs within the next 3-4 years. A regional "capital improvement program" would then be developed based on those "needs".

Development of Survey Forms

The needs inventory survey instrument was designed to determine actual and realistic needs in local areas for community facilities:

- water treatment plants and storage
- water distribution systems including extensions
- sewage treatment facilities
- sewage collection systems and extensions
- fire protection equipment, adequacy of services and equipment storage
- solid waste disposal capacities and site needs
- industrial/commercial development sites with adequate public services
- health care facilities such as nursing homes, clinics and emergency medical services.

The initial step in the development of the needs inventory survey included an inventory of all local comprehensive plans, capital improvement programs, park and recreation plans, community facilities plans, land use, water quality, etc.

Data was also collected on local financial capability, provided by the State Planning Agency. This information was then recorded on a community profile sheet which contains pertinent information on municipal officials, financial, demographic and housing data, a brief assessment of existing facilities and a description of future facility needs.

Before construction of the surveys began, community facility reports and plans were collected from various private, state and federal agencies in order to help guide the content and construction of the water, waste water and fire protection surveys. The housing survey developed was largely based on the Region 5 Housing Opportunity Plan, and the health care survey was designed to address health care facility needs only. It was not the intention of the health survey to inventory and assess existing facilities, as this information is readily available through the Central Minnesota Health Systems Agency. (See outline on survey content).

Developing questions which addressed the criteria set by state and federal funding agencies was of crucial importance in constructing each survey, excluding health care. Many questions were incorporated into the surveys which were based solely on the criteria established by those state and federal agencies offering grant and loan programs for community facilities.

On several occasions, staff from Rieke-Carroll-Mueller Associates, Inc. (RCM), Minnesota Pollution Control Agency, and Central Minnesota Health Agency met with the Region 5 staff in order to provide insight and information on critical needs issues that would effect the survey content. The Region 5 staff met numerous times among themselves in order to monitor, review, and refine each survey. Final draft forms on water, wastewater, and fire protection were reviewed by Rieke-Carroll-Mueller Associates, Inc. and Minnesota Pollution Control Agency.

Once the surveys were in final draft form two test runs were conducted with the cities of Staples and Motley. The Region 5 staff met with the Motley City Clerk and the Staples City Administrator to explain the Investment Strategy and assist in completion of the surveys. Minor revisions were made on the forms to reflect the comments and ideas received from the two cities.

Implementation of the Survey and Personal Visits

Upon the successful visits with Staples and Motley, a mass mailing of the survey forms was conducted to all units of governments. The needs assessment took place in the following manner:

- Cities, counties and townships received a cover letter attached to the survey forms explaining the background, intent and process involved in the Investment Strategy.
- Communities received all the survey forms except solid waste and were asked to complete the forms before follow-up visits were conducted by the Region 5 staff.
- Counties received all survey forms and were asked to identify only those facilities and services which they will be involved in for the next 3-4 years.
- Townships received an invitation to participate in the Investment Strategy by completing an attached form to the township cover letter. Upon receipt of the form, Region 5 sent the participants the appropriate survey forms.

Due to the complexity of the surveys personal visits were scheduled immediately after the mass mailing. The Region 5 staff met with city/town board clerks as well as entire city councils and town boards at times. Approximately 61 cities and 5 townships were visited. To date 40 out of 64 (62.5%) cities have completed and returned the surveys, and 4 out of the 11 (36.3%) participating townships have responded.

Presently, the Region 5 staff is in the process of completing the community profile sheets and contacting those cities and townships which have not returned the survey forms. This is the final step in PHASE I.

Once the Community Facility Needs Inventory had been completed, and a list of needs and specific projects compiled, a process needed to be developed which would determine priorities. It became necessary to establish such a system to determine which project is needed most, due to the limited federal and state dollars available to fund such projects.

The fundamental principle of any ranking system is the establishment of measurable standards which can be applied to all projects in the needs inventory.

PHASE II began with the identification of certain standards that could be used in ranking the projects identified by each community. Many different ranking processes were researched in order to find one that would be suitable. The conclusion was that a cross-functional approach would serve the purpose especially considering the spirit of the Cooperative Agreement.

The Cooperative Agreement was developed by the State Planning Agency involving the following federal and state agencies: Department of Housing and Urban Development (HUD), Farmers Home Administration (FmHA), Economic Development Administration (EDA), Upper Great Lakes Regional Commission (UGLRC) and the Minnesota Rural Development Council. The purpose of this agreement was to have agreement among these agencies that the ranking of projects developed in Regions 5 and 3 would be used in making funding decisions.

The most important aspect of PHASE II is a public information and input process which was essential in setting the relative point values to the criteria chosen. Five public meetings were held throughout Region 5 (one per county) to explain the Investment Strategy and to elicit opinions on the weighting process.

PHASE II is currently in process and will continue until contract closeout with Farmers Home Administration (FmHA) on September 30, 1981.

OUTLINE OF INFORMATION CONTAINED IN EACH SURVEY FORM

Water

1. Municipal Systems
 - a. Storage Facilities
 - b. Treatment Facilities
 - c. Delivery Facilities
2. Individual Wells
3. Anticipated Needs

Wastewater

1. Central Facility
 - a. Sewer Mains and Collectors
 - b. Treatment and Disposal Systems
2. Individual Disposal Systems
3. Anticipated Needs

Fire Protection

1. Fire Department
 - a. Vehicles
 - b. Equipment
 - c. Service Area
2. Water Supply
3. Anticipated Needs

Economic Development

1. Chamber of Commerce
2. Local Industrial Development Corporation
3. Commercial Revitalization
4. Industrial Sites
5. Future Projects

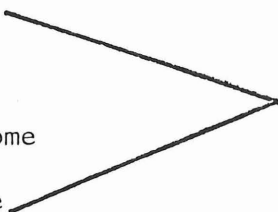
Solid Waste

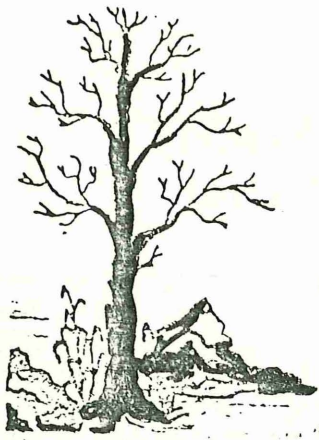
1. Resource Recovery Facilities
2. Transfer Stations
3. Landfills
4. Capital Equipment
5. Future Projects

Housing

1. Types of Households
2. Assisted Housing Units
3. Need for Assisted Units

Health

1. Hospital
 2. Clinic
 3. Nursing Home
 4. Group Home
- 
- Needs Only



FIVE WINGS ARTS

The arts program in Region 5 was established in response to a legislative initiative for enhanced development of the arts in Minnesota at the local level.

The Commission has established the Five Wings Arts Council to facilitate and encourage local arts development through the funding of programs and the Five Wings Arts Council qualifies the region for grant funds from the Minnesota State Arts Board.

This Committee's role is one of facilitating, coordinating, assisting and providing funding to local arts organizations in Region 5. The total grant funds available throughout the past year was \$18,735. This amount is matched equally by local art organizations. The following organizations received assistance from the Commission and the Council:

Madhatters of Wadena	\$1,200
Heartland Symphony Orchestra, Little Falls	2,250
Long Prairie Chamber Orchestra	1,000
Heartland Symphony Orchestra, Little Falls	800
St. Francis Music Center, Little Falls	2,460
St. Francis Music Center, Little Falls	3,500
Bertha Hewitt Community Theatre	2,085
Brainerd Area Arts Alliance	492
Brainerd Area Arts Alliance	300
St. Francis Music Center, Little Falls	1,000
Northern Pines Sweet Adelines, Walker	400
Little Falls Community Services	1,100
Staples Arts Council	600
St. Francis Music Center, Little Falls	420
Heartland Symphony Orchestra Little Falls	1,128
	<u>\$18,735</u>

COMMUNITY HEALTH SERVICES

The Cass-Todd-Wadena-Morrison Community Health Services Board contracts with Region 5 for administrative services to the four-county program. Region 5 provides secretarial services to the Board of Health, Executive Committee, Advisory Committee and Administrative Task Force; compiles the four-county fiscal reports, budgets and budget revisions; and provides technical assistance to county public health directors upon request.

The Community Health Services program is funded by the Minnesota Department of Health. Annual plans are submitted to request funds for the following areas: community nursing services, home health services, health education, disease prevention and control, emergency medical services, environmental health and administration. County priorities and goals are determined through a public meeting process. Individual county health committees meet throughout the year to plan service delivery.

Crow Wing County operates a single county Community Health Services program similar to the four-county program. ●

PERSONNEL MANAGEMENT ASSISTANCE

Through assistance from the Intergovernmental Personnel Act, the Commission was able to initiate a program of personnel management with four counties. The purpose was to consolidate and refine existing personnel policy in the counties, develop a job classification system, a salary plan and an affirmative action plan. The four counties in the program were Cass, Crow Wing, Morrison and Wadena.

The staff person for the project was housed and supervised in the Region 5 offices during the first 12 months of the program. In the second phase, which began in October of 1980, the program reverted to the counties. Crow Wing County withdrew after the first year. The project was completed as intended and all four counties have initiated new approaches to personnel management. ●



DEVELOPMENTAL DISABILITIES

The Commission decided to establish a developmental disabilities program for Region 5 in order to provide interagency coordination for services delivered to the developmentally disabled, and to provide specific technical assistance relating to developmental disabilities. The program began on October 1, 1980, and the newly established Developmental Disabilities Advisory Committee conducted its first meeting in November.

The Developmental Disabilities Advisory Committee immediately began to develop comprehensive policies regarding the coordination of services delivered to the developmentally disabled. Developmental Disabilities generally refers to a severe and chronic disability of a person which substantially limits that person's ability to carry out many of life's major activities.

In addition to policy information, the developmental disabilities program is offering specific technical assistance in handicapped accessibility concerns. Currently, in conjunction with the Minnesota Housing Finance Agency, the program is administering the Accessibility Rehabilitation project, which provides funds for housing rehab work to those handicapped persons with genuine need. Administration of this program involves on-site inspections, design work, drawings, specs, etc. Over ten applications are in process throughout the five-county area. ●

AREA AGENCY ON AGING

The Area Agency on Aging experienced an extensive increase in grant letting responsibility with the assumption of administration for congregate and home delivered meal grants. During the same time, the Area Agency was given yet more responsibility when the McKnight Foundation gave \$450,000 to the Minnesota Board on Aging over a three-year period which, in turn, is let to senior centers for equipment and renovation.

In 1980, the Region 5 Area Agency on Aging let over \$180,000 in grants to agencies in Region 5 for elderly social services. The majority of funds were let for in-home health services, county coordinators on aging, legal services and information and referral services for the elderly. These grants did not include the nearly \$285,000 let to Tri-County Community Action Program for provision of nutrition services in Region 5, nor the \$17,350 let to senior centers for renovation and equipment. Of the McKnight Foundation monies in 1980, nine grants were let ranging in amounts from \$122 for kitchen serving equipment to \$12,000 for material for major renovation of a fire hall to a senior center.

January, 1981 was the beginning of a three-year plan for the Area Agency on Aging. Previously, single-year plans were written. The advantage of the three-year plan lies in provision of long-range planning which can result in better and more cost-effective services for the elderly. The beginning of 1981 also saw preliminary activities that will result in expanding congregate meals sites to two additional locations, bringing the total number of congregate sites to eighteen in Region 5. The end of Region 5's fiscal year was the start of the Area Agency on Aging's major grant cycle for social service grants and McKnight Foundation grants. The end of Region 5's fiscal year still left in doubt some of the Area Agency on Aging funding sources, since the Older Americans Act has not been reauthorized as of June 30, 1981. ●

EVALUATION REPORT

PERFORMANCE ASSESSMENT

According to Minnesota Statutes Chapter 462.393, Subdivision 2, the Commission must review its activities and issue a report assessing its performance in fulfilling the purposes of the Regional Development Act of 1969. The report must state whether the existence of the Commission is in the public welfare and interest and must be included in the annual report.

The Evaluation Report is based upon ten objectives grouped under five headings. The report follows:

I N T R O D U C T I O N

The Region 5 Regional Development Commission was evaluated in 1978 through a pilot effort by the Minnesota Association of Regional Commissions and the Minnesota State Planning Agency. The pilot was intended to establish a method of evaluating all Regional Commissions in the state.

Because of that recent assessment, the Commission decided to curtail expenses and volunteer efforts in the evaluation mandated for 1981 by Minnesota Statutes. The Commission appointed an evaluation committee to aid in completion of the project. The members were:

Jack Wilson, Mayor of Staples

Conrad Bye, Auditor, Crow Wing County

Royal Loven, Mayor of Swanville

William Boldt, Mayor of Lake Shore

Marvin Pulju, Wadena County Commissioner

The committee worked with the staff of Region 5 to establish the review objectives and complete the final report.

Eugene Lindquist, Chairman
Region 5
Regional Development Commission

PART ONE: EXECUTIVE SUMMARY AND RECOMMENDATION

I. LEGISLATIVE MANDATE/PRINCIPAL OBJECTIVE

Objective: *To assess the performance of the Region 5 Regional Development Commission in fulfillment of the purposes of the Regional Development Act of 1969 and determine whether the existence of the Commission is in the public welfare and interest.*

CONCLUSION: The body of this evaluation report, which includes tabulations of returned surveys, analysis and comparison of tables, conclusions, and recommendations, points to the fact that the Region 5 Regional Development Commission fulfills the intent of the law and serves the public welfare and interest.

RECOMMENDATION: The Committee recommends that the Region 5 Regional Development Commission declare that it has performed satisfactorily in the fulfillment of the Regional Development Act of 1969, amended, and therefore serves the public welfare and interest.

This is not to say, however, that certain activities and programs could not be improved or developed to be more beneficial to the Region, its local governments and citizens. The report suggests areas of satisfactory performance and areas where improvement is needed.

II. ORGANIZATIONAL STRUCTURE

Objective IIA: *To review the relationship between the Commission, Board, Committee and the staff of the Commission in terms of their separate roles, responsibilities, interactions, and general performance.*

CONCLUSION: Based on the responses of both Commission members and persons outside the Commission, it appears that the Commission, its board of directors, committees and staff have a clear understanding of their separate roles.

Objective IIB: *To assess the relationship between Commission members and the units of government and citizens they represent regarding participation in and influence of Commission programs, policies, and regional planning in general.*

CONCLUSION: There is a clear indication from the survey that the interaction between the Commission and its constituent units of government or organizations and citizens is not adequate. Some Commission members report to their constituent units and communicate with them regularly, but there is a perception that persons outside the Commission have little influence or lack methods of communicating needs in the development of Commission programs.

RECOMMENDATION 1: The Commission should establish a method of regular interchange between each Commission member and his/her constituent group.

III. FINANCIAL AND MANAGEMENT

Objective IIA: *To determine if the board of directors and Commission are satisfied that financial management is sound, accurate and adequately reported for their review and understanding.*

CONCLUSION: Because the Commission has contracted for an independent financial audit since its beginning, the Committee did not feel that it was necessary to pursue this issue further. Furthermore, the financial audit reports for each program year are available upon request.

Objective IIB: *To assess whether the financial resources available to the Commission are targeted toward implementation of programs, goals and policies determined by the Commission and in accordance with the budget and work program.*

CONCLUSION: The Committee felt that this objective, similar to the one above, is partially fulfilled in the financial audit and the remainder fulfilled in the administration of contracts with federal and state agencies as well as the budget and work program review by the State Planning Agency (new agency title: Department of Community and Economic Development). The Commission should be aware of program or audit exceptions or deviations in the administration of contracts and the work program if in fact any exist. All such declarations from federal or state agencies or private consultants should be attached to this report.

IV. PROGRAM DEVELOPMENT

Objective IVA: *To evaluate how well the Commission has determined its programs, goals, policies, objectives and priorities, first in a general way, secondly in each functional program area.*

CONCLUSION: The Commission members and non-Commission persons are fairly unanimous that the purpose of the Regional Development Commission is to aid local governments and the strength of the Commission lies in providing technical assistance to local governments.

RECOMMENDATION 2: The Commission should continue to provide technical assistance to local governments in the Region.

CONCLUSION: There is an undercurrent in the Commission members responses that the board of directors has more influence than the Commission on the formation of policy, goals, objectives and priorities.

RECOMMENDATION 3: The Commission should review the role of the board of directors and should determine how it will carry out the policies of the Commission.

CONCLUSION: From the responses, it appears that the Commission does not exercise adequate influence on the development of the work program.

RECOMMENDATION 4: The Commission should review all potential programs available to it, establish priorities on the programs and services it will offer, and require that the Work Program reflect the ranking of services and programs.

CONCLUSION: The Commission should maintain a qualified staff to deliver effective services to the local units of government as determined by the Commission in the Work Program.

RECOMMENDATION 5: The Commission should maintain a qualified staff through a personnel evaluation system based on the established annual Work Program.

Objective IVB: *To determine the effectiveness of the Commission's programs.*

CONCLUSION: From the foregoing sections of this Report and the information obtained in this section, the most effective programs of the Commission are technical assistance/local planning assistance and the program benefitting the older population.

RECOMMENDATION 6: The Commission should continue to place a high priority of programs of local government assistance and services to the older population.

Objective IVC: *To assess the interactions between state/federal agencies and the Commission.*

CONCLUSION: The percentage of responses favoring the role of lobbyist for the Commission was fairly large. The issue should be pursued with the entire Commission.

RECOMMENDATION 7: The Commission should determine its role in legislative action and establish clear policies in this regard.

V. INFORMATION AND COMMUNICATION

Objective VA: *To evaluate the flow of information from the staff to the board and Commission in the decision-making process.*

CONCLUSION: Information from the staff to the board and Commission appears to be satisfactory. Most Commission members felt they were well or moderately informed.

RECOMMENDATION 8: The Commission should continue its policy of maintaining a high level of awareness of Commission activities and involvement in the development of plans and documents from its staff, committees and board of directors.

Objective VB: *To evaluate the flow of information from the Commission: 1) to local units of government; 2) to the local media; and, 3) to the Region's legislators.*

CONCLUSION: From the lack of comments shown on Tables 22-24 and from the information on Table 15B, it appears that information on Commission activity and programs leaves something to be desired. The newsletter and summary book were cited as known by those outside the Commission. The suggestion by eleven (11) respondents to use the local media more is also significant.

RECOMMENDATION 9: The Commission should continue to publish its newsletter and the summary book and should improve its public information program through greater use of the local news media.

PART TWO: ANALYSES OF RESPONDENTS

A. INTRODUCTION

Two separate sets of questionnaires were used in the evaluation, one for Commission members only and one for all other persons. While being very similar, the questions were directed differently to the two groups. The survey results did indicate some different perceptions as the report shows.

B. ANALYSES

The report on responses to the questionnaires follows in Table 1 for Commission members.

T A B L E 1	
<u>Commission Member Responses</u>	
Questionnaires Delivered to Commission Members	22
Number of Questionnaires Returned	11
Percent of Responses From Commission Members	50%

The Commission members responses were much lower than anticipated and in itself presents a dilemma in the expectations for returns from outside the Commission. The Committee addresses the issue at the end of this report.

Table 2 presents the report on responses from persons who are not Commission members.

T A B L E 2		
<u>Non-Commission Member Responses</u>		
<u>Representative Group</u>	<u>Number Mailed</u>	<u>Number Returned</u>
County Commissioners	20	} 14
Mayors	60	
Township Chairmen	150	
Media (newspapers & radio)	21	2
One-third of Advisory Committee Members	59	-
Fifteen Randomly Selected Citizens of Each County	75	6
Not Marked	-	18
Total Mailed	385	
Total Returned		40
Percent of Responses		10.4%

The 40 responses from persons who are not Commission members (10.4% of those contacted) represents a poor response ratio given the select audience for the survey. Recommendations on the survey are included at the end of this Report.

In Table 3 A & B the types of responses or lack of responses is delineated for the 40 non-Commission member surveys returned.

T A B L E 3A	
<u>Types of Surveys Returned Non-Commission Persons</u>	
Completed Or Partially Completed Surveys	20
*Generally Negative Responses On Surveys	11
+Respondent Has No Knowledge	9
TOTAL	40

**The eleven (11) responses in this category were negative in that comments written in the surveys suggested that the Commission is not needed; it is another layer of government; it is a waste of taxpayers money; etc. The eleven respondents in this category checked their representation as follows:*

Mayor	1
Township Chairmen	6
Public Official	1
No check or indication	3

+The nine (9) responses in this category wrote on the survey or by separate attached letter that they were not knowledgeable enough to complete the survey questionnaire.

T A B L E 3B

Review Of Completed Or Partially Completed Surveys

(Note: the survey contained 32 separate questions.)

<u>Survey Number</u>	<u>Questions Left Blank</u>	<u>Questions Answered</u>	<u>"Don't Know" Responses</u>
1	8	24	1
2	0	32	4
3	8	24	3
4	0	32	2
5	18	14	2
6	0	32	2
7	4	28	1
8	18	14	0
9	15	17	4
10	1	31	0
11	0	32	0
12	13	19	0
13	10	22	1
14	15	17	0
15	2	30	3
16	0	32	0
17	17	15	3
18	1	15	8
19	4	28	13
20	4	28	3

The 20 respondents in Table 3B answered an average of 25 of 32 questions (the mean is 28 of 32).

The eleven (11) separate surveys returned by Commission members generally addressed all the questions. It is obvious they would be more knowledgeable of the issues and able to answer questions more easily.

PART THREE: ANALYSES OF RESPONSES

A. ORGANIZATIONAL STRUCTURE

Objective IIA: To review the relationship between the Commission, Board, Committee and the staff of the Commission in terms of their separate roles, responsibilities, interactions, and general performance.

In the two sets of questionnaires used in the evaluation, each set contained nine questions related to the relationship between the Commission, the board, committees and staff. The responses gave no indication of any problem of misunderstanding or confusion regarding their separate roles, responsibilities, interactions and performance.

On the Commission's role, the Commission respondents answered that question as follows (Table 4):

<u>T A B L E 4</u>		
<u>Commission Perception of Role of RDC</u>		
<i>(12 responses on 11 surveys)</i>		
	<u>Number</u>	<u>Percent</u>
Make best decisions on policies for growth in Region 5	4	33.3%
Represent and assist local governments	4	33.3%
Work as a unit to achieve the work program	1	8.3%
Observe and make recommendations for operation of the Commission	1	8.3%
Serve in a knowledgeable and precise manner	1	8.3%
Attend meetings and provide input	1	8.3%

On the same question of role of the Commission, non-members responded as indicated in Table 5.

<u>T A B L E 5</u>		
<u>Non-Commission Perception of Role of RDC</u>		
	<u>Number</u>	<u>Percent</u>
Carry out policies, plans, programs	5	11.9%
Maintain a process of accountability	1	2.4%
Vote conscientiously	1	2.4%
Review the impact of decision	1	2.4%
Attend Meetings	1	2.4%
Represent and communicate with local governments	6	14.3%
Don't know	1	2.4%
No comment	26	61.9%

While the number of direct responses to the role of the Commission was small, there was basic agreement from both sets of questionnaires on the role of the Commission.

As to role of the board of directors, the question appeared only in the Commission member survey. Their response on the board's role is given in Table 6.

<u>TABLE 6</u>		
<u>Role of the Board</u>		
<i>(12 Responses in 11 Returns)</i>		
	<u>Number</u>	<u>Percent</u>
Directs and guides the Commission in policy making	2	16.7%
Supervise operations of the Region 5 staff	1	8.3%
Carry out mandates, policies, and monitor the budget	1	8.3%
Coordinate the work of the Commission	1	8.3%
Provide leadership in management	1	8.3%
A-95 Review	1	8.3%
Make recommendations to the Commission	1	8.3%
No Comment	4	33.3%

On the question of the value of the board of directors to the Commission, the following Table 7 combines responses from both sets of questionnaires.

<u>TABLE 7</u>		
<u>Value of the Board of Directors</u>		
	<u>Commission Responses</u>	<u>Non-Commission Responses</u>
Considers issues prior to Commission meetings	3	
Conducts A-95 Reviews	1	
Maintains grass roots knowledge of government	1	3
Acts as a control panel to administer, staff and advisory committee	1	1
Sets policy	1	
No comment	4	26
Sets goals and objectives		1
Makes too many decisions		2
Is made up of good talented individuals		2
Provides group input		2
Is of considerable value to the Commission		2
Has no value to the Commission		1
	<u>11</u>	<u>40</u>

The responses on the role of the board of directors was generally supportive of its present activity, that is, perform A-95 review, monitor staff activity and budget, screen information to the Commission and review committee activity.

On advisory committee influence of decision-making of the Commission, both sets of survey responses are included in Table 8 below:

<u>T A B L E 8</u>		
<u>Level of Advisory Committee Influence</u>		
	<u>Commission Responses</u>	<u>Non-Commission Responses</u>
Great deal of influence	5	11
Much influence	5	10
Little influence	0	7
No influence	0	4
No answer	1	8

Commissioner responses indicate that the advisory committees carry considerable influence. This is shared by half of the non-Commission persons responding; but eleven (11) indicate the committees have little or no influence. No reason was stated for the latter viewpoint even though the opportunity was present to do so.

In the Commission survey, the question of effectiveness of the advisory committees was asked. Table 9 provides the responses.

<u>T A B L E 9</u>		
<u>"Are Advisory Committees Effective In The Region?"</u>		
Yes	8	
No	0	
No Answer	3	

In a space allowed for comments on the effectiveness of the committees, the follows responses were listed in the eleven (11) Commission surveys returned:

- Committee members feel they have a voice in governmental affairs which touch their lives.
- Committee groundwork makes it easier to make decisions.
- Committees do groundwork for the Commission.
- Some committee are better than others.
- Committees are generally effective in promoting staff domination.
- Committees take the time and expertise to get facts and figures.
- Committees are effective in evaluations.

CONCLUSION: Based on the responses of both Commission members and persons outside the Commission, it appears that the Commission, its board of directors, committees and staff have a clear understanding of their separate roles.

Objective IIB: *To assess the relationship between Commission members and the units of government and citizens they represent regarding participation in and influence of Commission programs, policies, and regional planning in general.*

This objective relates closely to the Objective VB below; that is, it assesses the flow of communication or interaction between the Commission members and the constituent groups they represent. This objective also addresses attitudes on participation and influence by those outside the Commission, particularly the constituent units of government.

In one series of questions relating to the interaction of Commission members and local governments/citizens, three separate approaches were taken to obtain information. The first question asks whether the Commission member is used to communicate local needs, goals, etc. to Region 5. The response is found in Table 10A.

T A B L E 10A				
<u>Commission Membership Is Used To</u> <u>Communicate Needs, Goals, Etc.</u>				
	Commission Responses		Non-Commission Responses	
	#	%	#	%
Frequently	2	18.2	1	2.5
Sometimes	3	27.3	5	12.5
Rarely	4	36.4	6	15.0
Never	1	9.1	12	30.0
No Comment	1	9.1	16	40.0

The second question asks if the Commission members report regularly to the officials and units of government and public they represent. Table 10B records the responses from both surveys.

T A B L E 10B

Commission Members Report Regularly

	Commission Responses		Non-Commission Responses	
	#	%	#	%
Frequently	4	36.4	2	5.0
Sometimes	3	27.3	7	17.5
Rarely	3	27.3	7	17.5
Never	0	-	4	10.0
No Comment	1	9.1	20	50.0

The third question addresses the level at which Commission members seek out the views of key people they represent regarding Commission programs and goals. Table 10C provides the responses.

T A B L E 10C

Commission Members Solicit Views And
Opinions Of Key People On Programs And Goals

	Commission Responses		Non-Commission Responses	
	#	%	#	%
Always	3	27.3	0	-
Sometimes	7	63.6	16	40.0
Seldom	1	9.1	0	-
Never	0	-	5	12.5
No Comment	0	-	19	47.5

The responses recorded in all three of the above tables point to the need for better communication channels and interaction between Commission members and their constituent units of government or citizen groups.

Both sets of survey questionnaires also addressed the issue of outside influence on Commission programs and activities. The question was stated in this way: "How much influence do units of government and/or citizens have on programs and activities of Region 5?" The responses are presented in Table 11 A & B.

T A B L E 11A

Local Government Influence on Region 5 Programs

	Commission Responses		Non-Commission Responses	
	#	%	#	%
No influence	0	-	3	7.5
Little influence	1	9.1%	7	17.5
Moderate influence	8	72.7%	9	22.5%
Great influence	2	18.2%	4	10.0%
No comment	0	-	17	42.5%

T A B L E 11B

Citizen Influence on Region 5 Programs

	Commission Responses		Non-Commission Responses	
	#	%	#	%
No influence	1	9.1%	4	10.0%
Little influence	4	36.4%	9	22.5%
Moderate influence	6	54.5%	6	15.0%
Great influence	0	-	3	7.5%
No comment	0	-	18	45.0%

When comparing responses in Table 11A, nearly half (43.4%) of the non-Commission members responding felt that local units have little or no influence on Region 5 programs and activities. This is not entirely shared by Commission members, where nearly three-fourths (72.7%) of the respondents felt that local units have moderate influence. The difference is not as great in Table 11B, but nevertheless shows a slight variance in viewpoints.

Written comments about increasing local government/citizen influence suggested that the Commission meetings be moved around the region, better media communications should be developed, local units should become more interested in issues and regional publications, etc. Some comments mentioned that the lack of interest, and therefore lack of influence can be attributed to poor participation by local units and citizens in Commission activities and programs.

CONCLUSION: There is a clear indication from the survey that the interaction between the Commission and its constituent units of government or organizations and citizens is not adequate. Some Commission members report to their constituent units and communicate with them regularly, but there is a perception that persons outside the Commission have little influence or lack methods of communicating needs in the development of Commission programs.

RECOMMENDATION 1: The Commission should establish a method of regular interchange between each Commission member and his/her constituent group.

B. FINANCIAL STATUS AND MANAGEMENT

Objective IIA: *To determine if the board of directors and Commission are satisfied that financial management is sound, accurate and adequately reported for their review and understanding.*

CONCLUSION: Because the Commission has contracted for an independent financial audit since its beginning, the Committee did not feel that it was necessary to pursue this issue further. Furthermore, the financial audit reports for each program year are available upon request.

Objective IIB: *To assess whether the financial resources available to the Commission are targeted toward implementation of programs, goals and policies determined by the Commission and in accordance with the budget and work program.*

CONCLUSION: The Committee felt that this objective, similar to the one above, is partially fulfilled in the financial audit and the remainder fulfilled in the administration of contracts with federal and state agencies as well as the budget and work program review by the State Planning Agency (new agency title: Department of Community and Economic Development). The Commission should be aware of program or audit exceptions or deviations in the administration of contracts and the work program if in fact any exist. All such declarations from federal or state agencies or private consultants should be attached to this report.

C. PROGRAM DEVELOPMENT

Objective IVA: *To evaluate how well the Commission has determined its programs, goals, policies, objectives and priorities, first in a general way, secondly in each functional program area.*

In approaching a general view of the Commission and its programs, the question of purpose of the Commission was asked in both sets of questionnaires. The answers are shown in Table 12. (In the Commission responses, more than one answer was given on some surveys returned.)

T A B L E 12

Overall Purpose of the Commission

	Commission Responses		Non-Commission Responses	
	#	%	#	%
Planning, technical assistance grantsmanship	10		13	
Coordination of programs	3		7	
Information to local units	2		1	
Prevent duplication	1			
Liaison between local units and federal/state agencies	3			
*Negative comments			12	
Don't know or no comment			12	

**As indicated earlier, the negative comments related to elimination of the Commission, waste of taxpayer's money, etc.*

The responses in Table 12 show general agreement on the purpose of the Commission, that is, to provide planning and technical assistance and grantsmanship aid to local governments.

CONCLUSION: The Commission members and non-Commission persons are fairly unanimous that the purpose of the Regional Development Commission is to aid local governments and the strength of the Commission lies in providing technical assistance to local governments.

RECOMMENDATION 2: The Commission should continue to provide technical assistance to local governments in the Region.

In the Commission members survey, a question on the influence of policy was asked. (It was not used in the non-Commission questionnaire). The question asked respondents to distinguish the level of policy influence by the Commission and its board of directors. Table 13 shows the responses.

T A B L E 13

Policy Influence By Commission/Board

	<u>Commission</u>	<u>Board</u>
Great deal of influence	4	7
Much influence	3	3
Little influence	2	1
No influence	2	0

Because of the low level of response to the survey, it may be risky to draw a definitive conclusion, but the issue warrants further consideration.

CONCLUSION: There is an undercurrent in the Commission members responses that the board of directors has more influence than the Commission on the formation of policy, goals, objectives and priorities.

RECOMMENDATION 3: The Commission should review the role of the board of directors and should determine how it will carry out the policies of the Commission.

Also, in the Commission members survey, the question of influence on the Work Program was addressed. The Work Program is, of course, the plan of action for each fiscal year. It details what work activity and programs will be carried out with Commission resources. In addressing the amount of influence the board and Commission have in determining the work program, the following Table 14 is presented with comments from the Commissioner responses.

T A B L E 14		
Commission Influence on the Work Program		
	Commission	
	#	%
Great deal of influence	2	18.2
Much influence	3	27.3
Some influence	4	36.4
Little influence	1	9.1
No influence	1	9.1
Comments:		
--The Commission is limited to federal and state programs.		
--There is great potential, but many of the real decisions are left to the executive director.		
--The work program is developed by the staff based on types of grants received by the Regional Development Commission.		
--Much of the Work Program is predetermined.		

CONCLUSION: From the above responses, it appears that the Commission does not exercise adequate influence on the development of the Work Program.

RECOMMENDATION 4: The Commission should review all potential programs available to it, establish priorities on the programs and services it will offer, and require that the Work Program reflect the ranking of services and programs.

The following tables (Tables 15A & B) direct attention to the strengths and weaknesses of the Commission.

T A B L E 15A

Strengths of the Commission

	<u>Commission Responses</u>	<u>Non-Commission Responses</u>
Qualified staff	4	4
Good/knowledgeable Commission	2	2
Technical Assistance	5	-
Economic Development	1	-
Aging Program	1	-
Grantsmanship	1	-
Information to small cities	2	4
Board of Directors	-	1
Advisory Committees	-	1
Farms on the Commission	-	1
Knowledge of county activities	-	1
Does not overstep authority	-	1
Negative comments	-	5
No comment	1	13
Don't know	-	8

T A B L E 15B

Weaknesses of the Commission

	<u>Commission Responses</u>	<u>Non-Commission Responses</u>
Lack of publicity and information	2	10
A-95 review	2	-
Convincing government of need	1	-
Duplication of some activities	1	-
Some Commission members	1	-
Certain programs	1	-
Decisions by the board	1	-
Not enough funds	1	-
Not enough technical assistance	2	-
Public attitude	-	5
Lack of authority	-	2
Negative comments	-	4
Don't know	-	2
No comment	1	17

Although a broad spectrum of responses were offered, there are several conclusions that could be drawn and a rationale established.

First, there were four responses from among the Commission and non-Commission surveys that mentioned the strength of the Commission in having a qualified staff. Technical assistance and information services requires a qualified staff, and as mentioned in *Recommendation 4*, the work of the Commission needs to be established in the annual Work Program.

CONCLUSION: The Commission should maintain a qualified staff to deliver effective services to the local units of government as determined by the Commission in the Work Program.

RECOMMENDATION 5: The Commission should maintain a qualified staff through a personnel evaluation system based on the established annual Work Program.

Second, Tables 15 A & B also direct attention to the lack of publicity and information. The issue will be considered later in the report.

Objective IVB: *To determine the effectiveness of the Commission's programs.*

To determine the effectiveness of programs, a check-off list was provided in both sets of questionnaires to determine the most useful programs of the Regional Development Commission (Table 16).

T A B L E 16								
<u>Usefulness of Region 5 Programs</u>								
	Very Useful		Somewhat Useful		Not Useful		Don't Know/ No Comment	
	C	N	C	N	C	N	C	N
Aging Program	6	7	4	4	-	3	1	26
Arts	4	3	2	5	4	4	1	28
Local Planning Assistance	6	7	4	6	1	4	-	23
Developmental Disabilities	2	2	2	5	4	3	3	30
Employment Training	5	4	2	3	2	3	2	30
Clearinghouse (A-95)	6	5	3	2	-	4	2	29
Transportation	2	3	4	7	1	4	4	26
Land Use Planning	4	2	3	7	1	5	3	26
Housing	5	3	2	8	-	3	4	26
Parks and Recreation	4	3	4	7	1	5	2	25
Economic Development	4	4	3	5	2	5	2	26
Grantsmanship	5	4	4	7	-	4	2	25
Technical Assistance	7	6	3	7	-	3	1	24
Other	1	-	-	-	-	3	10	37

C = Commission Responses

N = Non-Commission Responses

Aging Programs, Local Planning Assistance and Technical Assistance stand out as most useful when reviewing the numbers in Table 16. In another place on both survey questionnaires, the respondents were asked to list which programs were most beneficial. A comparison of responses is presented in Table 17.

<u>T A B L E 17</u>		
<u>Most Beneficial Programs Listed</u>		
	<u>Commission Responses</u>	<u>Non-Commission Responses</u>
Planning & Zoning Technical Assistance	3	5
Economic Development	2	2
Parks and Recreation	1	3
Housing	3	2
Grantsmanship	-	3
Transportation	-	1
A-95 Review	1	2
Aging Programs	5	2
Arts Programs	1	2
Don't know	-	2
No Comment	1	23

Planning and Zoning Aid and Aging Program again rank highest. When asked if technical assistance should continue to be provided the response was clearly yes as Table 18 displays.

<u>T A B L E 18</u>		
<u>"Should Region 5 Continue To Provide Technical Assistance?"</u>		
	<u>Commission Responses</u>	<u>Non-Commission Responses</u>
Yes	10	20
No	1	4
No comment	-	16

CONCLUSION: From the foregoing sections of this Report and the information obtained in this section, the most effective programs of the Commission are technical assistance/local planning assistance and the program benefitting the older population.

RECOMMENDATION 6: The Commission should continue to place a high priority of programs of local government assistance and services to the older population.

Objective IVC: *To assess the interactions between state/federal agencies and the Commission.*

In assessing the interaction between the Commission and the state and federal agencies all respondents gave no indication of problems or concerns, except that the state and federal governments should be more responsive to the Regional Development Commission and local governments.

The comments received are listed below:

Commission member comments:

- Federal agencies should be informed of our concerns and be more responsive of our wishes.
- There should not be lobbying or junkets to federal offices.
- The Commission communicates very well with federal and state agencies.
- Most Commission members have no idea what goes on between directors and state agencies. I believe positions are taken by directors that are not represented by (Commission) members.

Non-Commission comments:

- It seems as though Region 5 has excellent an excellent working relation (sic) with both federal and state agencies.
- I feel the state agencies do not allow the region enough power (concerning) grants, etc., nor do they give the region a follow-up report.
- Improved communication with the ability to be tolerant and objective of each others roles.
- No change - I thought relations were good - but we have to cure someone of the idea that government is affected by inflation just like its citizens and not necessarily the cause.

Of more interest is the question as stated in the Commissioner survey only: "In your opinion should Region 5 be active on legislative issues at the state and/or federal level?" Table 18 presents the responses and comments.

T A B L E 19

Commission Action on Legislative Issues

Yes	7	64%
No	3	27%
No answer	1	9%

Comments:

- Rural areas need all the help they can get.
- All Region 5 members except 2 or 3 are elected to specific units (of government) with their own association lobbyists. RDC's should not lobby separately; it may represent a conflict of interest.

(continued)

(Table 19 continued)

- If there are major concerns to people in the region which requires legislative action.
- I will qualify my yes by saying that there may be times when it would be more effective to do this as individuals.
- Make positive statements to legislative issues.
- Because you can't justify nor prove whom you represent.
- This is the only way we will get what we want. This includes money too.
- We must be (lobbyists).

CONCLUSION: The percentage of responses favoring the role of lobbyist for the Commission was fairly large. The issue should be pursued with the entire Commission.

RECOMMENDATION 7: The Commission should determine its role in legislative action and establish clear policies in this regard.

D. INFORMATION AND COMMUNICATION

Objective VA: *To evaluate the flow of information from the staff to the board and Commission in the decision-making process.*

Commission members were asked how they felt about their fellow-Commissioners information level regarding programs. The response is recorded in Table 20.

T A B L E 20				
<u>Information Level of Commissioners</u>				
	Well Informed	Moderately Informed	Poorly Informed	No Comment
Aging	5	4	-	2
Arts	5	2	2	2
Technical Assistance	7	2	-	2
Developmental				
Disabilities	3	5	1	2
Employment & Training	5	3	-	3
A-95 Review	5	4	-	2
Transportation	3	6	-	2
Land Use Planning	5	4	-	2
Housing	6	3	-	2
Parks and Recreation	6	3	-	2
Economic Development	5	2	2	2
Other	1	-	-	9

In another question related to information within the Commission itself, respondents on the Commission were asked to list publications familiar to them. Table 21 presents the responses.

T A B L E 21	
Commission Members Awareness of Publications	
<u>Publication</u>	<u>Number Responding</u>
Housing Opportunity Plan	1
Comprehensive Development Guide	1
Economic Development Report	1
Land Use Report	1
Monthly Newsletter	5
Aging Plan	1
Nuts and Bolts of Planning & Zoning	1

CONCLUSION: Information from the staff to the board and Commission appears to be satisfactory. Most Commission members felt they were well or moderately informed.

RECOMMENDATION 8: The Commission should continue its policy of maintaining a high level of awareness of Commission activities and involvement in the development of plans and documents from its staff, committees and board of directors.

Objective VB: To evaluate the flow of information from the Commission: 1) to local units of government; 2) to the local media; and, 3) to the Region's legislators.

The flow of information from the Commission to local units of government, to the media and to legislators was asked in both sets of questionnaires.

Responses on the level of information for Region 5 programs is given in Table 22. Only percentages are given to allow better comparison.

T A B L E 22						
<u>Local Government/Citizen Program Information Level</u>						
	<u>Have Enough Information</u>		<u>Need More Information</u>		<u>Don't know/ No Answer</u>	
	C	N	C	N	C	N
Aging	36.4	23.5	27.3	25.0	36.4	52.5
Arts	27.3	17.5	27.3	30.0	45.4	52.5
Local Planning Grants	45.4	17.5	27.3	37.5	27.3	45.0
Developmental Disabilities	18.2	10.0	18.2	25.0	63.6	65.0
Employment & Training	54.5	23.5	18.2	27.5	27.3	50.0
A-95 Review	45.4	10.0	18.2	32.5	36.4	57.5
Transportation	18.2	27.5	18.2	27.5	63.6	45.5
Land Use Planning	27.3	25.0	36.4	35.0	36.4	80.0
(continued)						

Table 22 (continued)

	Have Enough Information		Need More Information		Don't Know/No Answer	
	C	N	C	N	C	N
Housing	36.4	23.5	36.4	23.5	27.4	55.0
Parks and Recreation	36.4	17.5	27.3	30.0	36.4	82.5
Economic Development	54.5	20.0	27.3	27.5	18.2	52.5
Grantsmanship	36.4	12.5	18.2	37.5	45.4	50.0
Technical Assistance	36.4	12.5	18.2	37.5	45.4	50.0
Other	9.1	7.5	-	10.0	81.8	82.5

When examining the above table, the most significant percentages are found in those who don't know enough about the programs to comment at all. Beyond that, it would appear that Commission members and others are in substantial agreement on informational need. A-95 Review, developmental disabilities programming, transportation planning and technical assistance are programs where non-Commission persons may need more information.

Before drawing conclusions, several more issues need to be reviewed. First, a question about the awareness of Region 5 publications and documents was asked of the non-Commission respondents. The result is found in Table 23.

TABLE 23

"Are You Aware of Region 5 Publication & Documents?"

(Non-Commission Responses)

Yes	12	30.0%
No	14	35.0%
Some	1	2.5%
No Comment	13	32.5%

List of Publications and Comments:

Aging Information	2
Housing Brochure	1
*Annual Plan	3
+Summary Book	5
"Update" Newsletter	6
"Get too many now!"	1

*Refers to Work Program or Comprehensive Plan.

+Summary book is a monthly publication of minutes and current action required by the Commission.

Secondly, the usefulness of the Region's publication was asked of non-Commissioner persons: Table 25.

T A B L E 25	
<u>"Do....Publications Provide Useful Information To You?"</u>	
<i>(Non-Commission Responses Only)</i>	
Yes	9
No	7
Don't Know	1
No Comment	23

Because of the low level of response it is difficult to draw definite conclusions.

Another question was asked of the non-Commission persons: "What can Region 5 do to inform the public of its activities?" Table 24 displays the responses. There were some questionnaires that had more than one comment.

T A B L E 24	
<u>How To Improve Public Information</u>	
<i>(Non-Commission Responses Only)</i>	
Use Shoppers	3
Use Local Media	11
Newsletter	1
Disband the Commission	1
Audio-Visual films and lectures	1
Understandable information	1
Local representatives should educate the public	1
No Comment	22

CONCLUSION: From the lack of comments shown on Tables 22-24 and from the information on Table 15B, it appears that information on Commission activity and programs leaves something to be desired. The newsletter and summary book were cited as known by those outside the Commission. The suggestion by eleven (11) respondents to use the local media more is also significant.

RECOMMENDATION 9: The Commission should continue to publish its newsletter and the summary book and should improve its public information program through greater use of the local news media.

PART FOUR: RECOMMENDATIONS FOR FUTURE EVALUATIONS

The evaluation of Region 5 Regional Development Commission in 1981 was a mandate of Minnesota statutes. According to those same statutes, the Commission will again need to conduct a performance assessment in 1986. The following recommendations from the Committee are intended to aid the process in the future.

Even though a select group was used to assess Region 5 programs in 1981, the complexity of the programs and issues surveyed was overwhelming. To ease the burden of a multiplicity of questions and programs, the Committee suggests a different approach.

RECOMMENDATION: The Commission should evaluate or assess individual programs in phases over the next five years. One or several program areas would be assessed each year. In 1986, the programs previously reviewed would be synthesized into one report. In this manner, progress (or regress) could be noted and the public involvement (response) would be much simpler.

RECOMMENDATION: The evaluation technique or method should be kept very simple and single issue oriented.

RECOMMENDATION: If all local governments are to be involved in an assessment of the Commission or if any group to be used in the assessment is larger than another group, then weighted averages or a system of balances should be adopted to prevent a biased report.

BUDGET INFORMATION

BUDGET INFORMATION

\$

The following pages list Region 5 Expenditures and Revenues for fiscal years 1980, 1981 and 1982:

EXPENDITURES \$

EXPENDITURES	FY80*	FY81	FY82**
Total Direct Personnel	\$159,655	\$171,921	\$110,731
Consultants	9,996	12,422	7,600
Travel	30,663	28,448	16,250
Per Diem	12,525	11,000	9,400
Rent	4,284	5,520	3,434
Other Office Expense	2,186	9,673	6,510
Office Furniture and Equip.	2,641	3,000	450
Books and Reports	2,222	-	-
Miscellaneous	10,609	-	-
Indirect Cost Allocation	107,355	119,920	90,773
Direct Service Grants	410,835*	-	-
Interns	-	-	5,200
	7,569 (excess revenues over expend. state & local funds)	-	-
TOTAL EXPENDITURES	\$752,971	\$361,904	\$250,348

*Actual figures including pass through grants per audit report.

**Projected

REVENUES \$

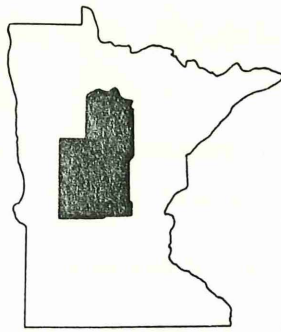
REVENUES	FY80*	FY81	FY82**
Pollution Control Agency	\$ 4,428	\$ -	\$ -
Economic Development Admin.	46,740	49,500	18,000
Rural MN CEP, Inc.	22,487	25,000	5,158
CEP Public Service	3,143	-	-
MN Board on Aging	434,857*	48,617	53,469
Comm. Health Services	5,363	6,400	7,590
Intergov. Personnel	29,113	11,388	-
Crow Wing Co. Special Project	2,639	5,359	-
MN Dept. of Transportation	1,378	2,000	5,190
Arts	28,921*	8,997	8,997
HUD 107	19,000	4,000	-
HUD 701	27,918	17,966	-
State Planning Agency	69,849	71,433	71,090
Local Levy	45,200	40,000	40,000
Interest Earned	6,018	-	-
Other Income	13,486	-	-
Energy	-	2,629	-
Developmental Disabilities	-	16,021	23,330
Farmers Home Admin.	-	21,667	7,890
Gov. Rural Dev. Council	-	2,500	-
Waste Management Board	-	2,500	-
HUD Metro Special	-	3,400	-
Required Fund Balance	-	22,527	9,634
TOTAL REVENUES	\$760,540	\$361,904	\$250,348

*Actual figures including pass through grants per audit report.

**Projected

A - 95 REVIEWS

REGIONAL CLEARING HOUSE REVIEW



The Region 5 Regional Development Commission in 1975 was designated by the Governor of Minnesota as the "clearinghouse" for the five-county area of Central Minnesota. Regional clearinghouses are required by the Federal Office of Management and Budget under Circular A-95, and are set up to facilitate the coordination of state, regional and local planning and development efforts. As a clearinghouse, the Commission is empowered to review and comment on local project applications requesting, federal and state grants and loans.

The A-95 review process has been developed to:

- a) encourage the coordination of state and federally funded and assisted programs with local and area-wide plans and programs;
- b) eliminate duplication and inefficiencies in proposals;
- c) provide an opportunity to local persons/agencies to review and comment on proposals before they are funded.

In addition to the authority granted the Commission under Circular A-95, the Commission is also granted the following powers under the Regional Development Act of 1969:

- a) review and comment on long-term comprehensive plans of local governmental units within the Region;
- b) review and comment on plans of independent boards and commissions having multi-county or multi-community impacts, for conformance with regional plans and policies;
- c) review and comment on applications for federal and state grants or loans made by governmental units, independent commissions, boards or agencies within the region by governmental units, independent commissions, boards or agencies within the region.

Upon receipt of a project notification, the Commission contacts local units of government, agencies and individuals that may be affected by or interested in the project, and requests their comments. Once these comments are received, the Commission provides a final review of the project. The project applicant is then responsible for sending the application, along with all comments, to the potential federal or state funding agency.

The Regional Clearinghouse Review procedure does not guarantee or deny the funding of a project; rather it provides the potential funding sources with an idea of the impact that the project may have within the region.

On the following pages is a listing of all projects reviewed by the Commission for the period from January 1, 1980 through June 30, 1981.

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>RDC Comments</u>	<u>Status</u>
City of Brainerd	SE Neighborhood Improvement	\$2,265,000	Positive	Funded
Cass County Board of Commissioners	Cass County Targeted Home Rehab	552,000	Positive	Funded
Cass County Board of Commissioners	Cass Lake East Side NSA Community Development Program	1,400,000	Positive	Funded
City of Clarissa	UDAG Eligibility Determination	to be determined	Positive	Not approved
City of Crosby	Crosby Industrial Reestablishment	2,170,000	Positive	Funded
Cuyuna Range Housing Inc.	Cuyuna Range Senior Citizen Housing	1,260,000	Positive	Pending
Good Samaritan Society Inc.	Elderly/Handicapped Housing Project-Pine River	2,770,700	Negative	Pending
Immaculate Heart Church	Crosslake Senior Citizens Housing	1,192,800	Positive	Pending
Claude Kirk	Kirkwood	N/A	Positive	Pending
City of Little Falls	NE Neighborhood Improvement	2,008,790	Positive	Funded
Long Prairie Enterprises	Long Prairie Enterprises	2,550,600	Positive	Pending
Long Prairie Housing Assoc.	Elderly/Handicapped Housing Project-Long Prairie	1,506,500	Negative	Pending
North Central Community Development Corporation	Crow Wing County Housing Rehab	390,124	Negative	Not funded
City of Staples	Staples Neighborhood Improvement Project	299,900	Positive	Funded
City of Staples	Industrial Expansion	1,250,000	Positive	Not funded
Stein & Huff Enterprises	Sorrel Oaks	N/A	Positive	Pending
City of Wadena	Urban Development Action - Final	6,940,000	Positive	Not funded
Wadena County Board of Commissioners	Wadena County Housing Rehab Program	600,000	Positive	Funded
TOTAL AMOUNT REQUESTED		\$27,156,414		

FARMERS HOME ADMINISTRATION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
City of Bowlus	Bowlus Municipal Water System	\$ 658,100	Positive	Pending
City of Clarissa	Step I & II Water Treatment	121,100	Positive	Pending
City of Crosslake	Crosslake Fire Hall Addition	60,000	Positive	Withdrawn
Emily Coop Telephone Co.	Community Antenna T.V.	725,822	Negative	Pending
City of Hackensack	Emergency Water System Improvement	930,000	Positive	Pending
Heritage Enterprises Inc.	Elderly Housing-Clarissa	566,700	Positive	Pending
Heritage Residence Limited Partnership #2	Heritage Residence (Housing for Elderly of Eagle Bend)	530,000	Positive	Pending
Midaka Properties	Eagle Bend Elderly Housing	566,700	Positive	Pending
Miller Built	Rural Rental Housing Loans	232,000	Positive	Pending
City of Royalton	Royalton Water Main Extension	87,700	Positive	Pending
Rural Rental Housing Loans	Baxter Elderly Housing Project	582,200	Positive	Pending
Victor B. & Louise Yager	Elderly Housing Project-Baxter	582,500	Positive	Pending
TOTAL AMOUNT REQUESTED		\$5,642,822		

DEPARTMENT OF LABOR

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Brainerd School District	Dist. #181 Alternative Education Program	\$ 34,107	Positive	Not funded
Green Thumb, Inc.	Senior Community Service Employment Program	92,685,682	Positive	Funded
MN Migrant Council Inc.	CETA, Title III, Section 303	1,306,100	Positive	Funded
MN Migrant Council Inc.	Migrant and Seasonal Farmworker Employment & Training Program	1,368,700		Pending
Motley Public Schools - Woodland Coop. Center	Motley/Woodland Center Youth Entrepreneurs Project	27,239	Positive	Funded
Rural MN CEP, Inc.	Subpart 1 of Rural MN CEP 1980 Comprehensive	n/a	Negative	Approved
Rural MN CEP, Inc.	Modifications	n/a		Approved
Rural MN CEP, Inc.	Summer Youth - Employment Program	n/a	Positive	Funded
Rural MN CEP, Inc.	Rural MN CEP FY81 Program	n/a	Positive	Approved
Rural MN CEP, Inc.	PLATO (Programmed 52,732 Logic for Automatic Teaching Operation)	52,732	Positive	Funded
Rural MN CEP, Inc.	Modification of Rural MN CEP Comprehensive Employment & Training Plan	n/a	Positive	Approved
Rural MN CEP, Inc.	Modification 2 - Comprehensive Employment & Training Act - Title VI	373,920	Positive	Approved
Rural MN CEP, Inc.	Modification 4 to Title IID	642,407	Positive	Approved
Rural MN CEP, Inc.	Preliminary Annual Plan	9,568,214	Positive	Approved
Rural MN CEP, Inc.	Master Plan	n/a	Positive	Approved
Rural MN CEP, Inc.	Comprehensive Employment & Training	n/a	Positive	Approved

TOTAL AMOUNT REQUESTED \$106,059,101

UPPER GREAT LAKES REGIONAL COMMISSION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Brainerd AVTI	Sawmill & Wood Products Specialist Technical Assistant	\$ 30,525	Positive	Funded (\$7,500)
Crosby Housing Redevelopment Authority	Economic Readjustment Planning Program	38,400	Positive	Funded
Region 5 Regional Development Commission	Forest Resources Development North Central Minnesota	26,000	Positive	Funded
Staples AVTI	Instructional Program Equipment Grant	300,000	Positive	Funded
University of Minnesota Agriculture Extension Service	Sawmill Technician	71,000	n/a	Funded for FY81
Wadena AVTI	Wadena Area Lamb & Wool Production Management Program	48,050	Positive	Funded
Walker Industries	Walker Development Park	15,000	Positive	Funded
Woodland Cooperative Vocational Center	Communicasting for Education Purposes	90,500	Positive	Not funded

TOTAL AMOUNT REQUESTED \$619,475

ACTION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Crow Wing County Social Services	Retired Seniors Volunteer Program (RSVP)	\$ 54,479	Positive	Funded
Crow Wing County Social Service	Retired Seniors Volunteer Program (RSVP)	60,316	Positive	Funded
Irrigation Center Staples AVTI	Ethanol Fuel Use Implementation Technician	33,896	Positive	Funded
MN Association for Retarded Citizens, Inc.	MN Foster Grandparents Program	1,063,665	Positive	Funded
MN Association for Retarded Citizens, Inc.	Senior Companion Program	550,254	Negative	Funded
MN Association for Retarded Citizens, Inc.	MN Foster Grandparents	1,041,996	Positive	Funded
MN Association for Retarded Citizens, Inc.	Senior Companion Program	39,274	Positive	Funded
Otter Tail/Wadena CAC	Retired Seniors Volunteer Program (RSVP)	28,817	Positive	Funded
Otter Tail/Wadena CAC	Retired Seniors Volunteer Program (RSVP)	39,274	Positive	Funded
Staples AVTI	Volunteer Ethanol Utilization Technician	28,800	Positive	Funded
TOTAL AMOUNT REQUESTED		\$2,940,771		

MINNESOTA DEPARTMENT OF HEALTH & HUMAN SERVICES

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Cass County Housing Redevelopment Authority	Cass County Self-Help New Construction	\$ 30,000	Positive	Pending
Central Health Systems	Designation as Health Systems Agency for Central MN	245,000	Positive	Funded
Central MN Emergency Medical Services Council	Grant for Emergency Medical Services	1,840,000	Positive	Funded
Crow Wing County Health Service	Crow Wing County Family Planning Project	n/a	Positive	Funded
Family Life Bureau	Natural Family Planning	41,075	Positive	Funded
Leech Lake Reservation Business Committee	Family Planning/Health Education Program	28,436	Negative	Funded
Ottertail/Wadena CAC	Head Start/Home Start	148,156	Positive	Funded
Ottertail/Wadena CAC	Head Start Program Account 22	20,292	Positive	Funded
Ottertail/Wadena CAC	Head Start/Home Start	2,475	Positive	Funded
Ottertail/Wadena CAC	Head Start Program Account 20	5,000	Positive	Funded
Ottertail/Wadena CAC	Family Planning	26,605	Positive	Funded
Tri-County CAP, Inc.	Head Start Program	236,970	Positive	Funded
Tri-County CAP, Inc.	Head Start Program	1,500	Negative	Funded
Tri-County CAP, Inc.	Head Start Program	4,000	Positive	Funded
Tri-County CAP, Inc.	Head Start Program	262,161	Positive	Funded
TOTAL AMOUNT REQUESTED		\$2,891,670		

DEPARTMENT OF ENERGY

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Backus Public School	Energy Conservation Measures	\$12,402	Positive	Not funded
Bertha School District	Energy Conservation Measures	49,126	Positive	Not funded
Bertha-Hewitt High School	Energy Conservation Measures	21,812	Positive	Funded
Cass Lake School District	Energy Conservation Measures	63,224	Positive	Funded
Crobsy School District	Energy Conservation Measures	11,009	Positive	Funded
Crow Wing County	Energy Conservation Measures	12,056	Positive	Not funded
Cuyuna Range District Hospital	Maxi-Audit Reimbursement	5,000	Positive	Funded
Eagle Bend School District	Energy Conservation Measures	55,836	Positive	Not funded
Leaf River Valley Cooperative Center	Energy Conservation Measures	2,758	Positive	Not funded
Long Prairie Memorial Hospital and Home	Energy Conservation Measures	32,200	Positive	Funded
Long Prairie School District	Maxi-Audit Reimbursement	9,316	Positive	Funded
Morrison County (Day Activity Center)	Maxi-Audit Reimbursement	1,056	Positive	Funded
Morrison County (Courthouse)	Maxi-Audit Reimbursement	6,394	Positive	Funded
Morrison County (Adolescent Group Home)	Maxi-Audit Reimbursement	558	Positive	Funded
Motley School District	Energy Conservation Measures - Maxi-Audit	70,756	Positive	Funded
Our Lady of Lourdes School	Energy Conservation Measures	42,107	Positive	Funded
Pillager Public Schools	Maxi-Audit Reimbursement	25,630	Positive	Funded
Pine Rives Schools	Energy Conservation Measures	16,763	Positive	Not funded
Pine River School	Energy Conservation Measures	66,700	Positive	Not funded
St. Francis School	Maxi-Audit Reimbursement	2,324	Positive	Not funded
St. Francis School	Energy Conservation Measures	55,790	Positive	Funded
St. Joseph's Hospital	Maxi-Audit Reimbursement	10,000	Positive	Funded
Sebek School District	Energy Conservation Measures	19,078	Positive	Funded
Staples School District	Mini-Maxi Audit Reimbursement	16,813	Positive	Funded
Staples School District	Energy Conservation Measures	466,399	Positive	Funded
Staples School District	Energy Conservation Measures	310,176	Positive	Not funded
United District Hospital & Home	Maxi-Audit Reimbursement	13,150	Positive	Funded
Verndale School District	Energy Conservation Measures	37,777	Positive	Not funded
Wadena School District	Energy Conservation Measures	98,481	Positive	Not funded
Walker-Hackensack School District	Energy Conservation Measures	6,200	Positive	Funded
TOTAL AMOUNT REQUESTED		\$1,540,891		

COMMUNITY SERVICES ADMINISTRATION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>RDC Comments</u>	<u>Status</u>
MN CAP Association	Community Action Statewide Assistance	\$ 34,000	Positive	Funded
MN CAP Association	Citizen's Energy Coalition	235,882	Negative	Funded
Ottertail/Wadena CAP	Emergency Crisis Intervention	30,000	Positive	Funded
Ottertail/Wadena CAP	Summer Youth Recreation Program	3,978	Positive	Funded
Ottertail/Wadena CAP	Conduct and Administration	205,804	Positive	Funded
Tri-County CAP, Inc.	Community Food & Nutrition	25,000	Negative	Funded
Tri-County CAP, Inc.	Community Services Agency Community Action Grant	170,273	Negative	Funded
Tri-County CAP, Inc.	Summer Youth Recreation Program	6,235	Negative	Funded
Tri-County CAP, Inc.	Crisis Intervention Program	105,000	Negative	Funded
Tri-County CAP, Inc.	Community Action Program	<u>170,000 (est.)</u>	Negative	Pending
	TOTAL AMOUNT REQUESTED	\$986,172		

DEPARTMENT OF COMMERCE

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Central MN Irrigators Corporation	Ethanol Production Plant	\$199,500	Positive	Funded

ECONOMIC DEVELOPMENT ADMINISTRATION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
North Central Community Development Corporation	Community Development Program	\$ 88,266	Negative	Not funded
Region 5 RDC	Economic Development Planning and Technical Assistance	<u>\$ 63,000</u>	Positive	Funded
	TOTAL AMOUNT REQUESTED	\$151,266		

ENVIRONMENTAL PROTECTION AGENCY

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>RDC Comments</u>	<u>Status</u>
City of Backus	Step II and III Facilities Plan	\$ n/a	Positive	Not funded
City of Bertha	Bertha Facility Plan for Wastewater Treatment	n/a	Positive	Approved
City of Clarissa	Clarissa Facilities Plan	n/a	Positive	Approved
City of Hackensack	Hackensack Wastewater Treatment and Facilities Plan	\$1,166,000	Positive	Funded
City of Menahga	Menahga Step I Facilities Plan	n/a	Positive	Approved
City of Motley	Motley Wastewater Treatment Facility & Collection System	n/a	Positive	Approved
City of Pequot Lakes	Step II Wastewater Treatment	58,081	Positive	Not funded
City of Royalton	Step II & III Wastewater Treatment	n/a	Positive	Not funded
City of Trommald	Trommald Step I Wastewater Treatment	n/a	Positive	Approved
TOTAL AMOUNT REQUESTED		\$1,224,081		

U. S. DEPARTMENT OF AGRICULTURAL

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Cass County Public Nursing Service	Cass County Women, Infants & Children	\$27,096	Positive	Funded
Crow Wing County Public Health Nursing Service	Crow Wing County Women, Infants & Children	44,497	Positive	Funded
Midaka Properties	Housing Project-Verndale	571,200	Positive	Not funded
Morrison County Public Nursing Service	Morrison County Women, Infants & Children	22,582	Positive	Funded
Todd County Public Nursing Service	Todd County Women, Infants & Children	30,346	Positive	Funded
Upsala Apts. II	Upsala Apts. II	400,000	Positive	Funded
Wadena County Public Nursing Service	Wadena County Women, Infants & Children	21,524	Positive	Funded
TOTAL AMOUNT REQUESTED		\$1,117,245		

U.S. OFFICE OF PERSONNEL MANAGEMENT

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Region 5 RDC on behalf of 5-counties	Quadri-County Personnel Administration	\$ 51,701	Positive	Funded

STATE PLANNING AGENCY

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
City of Clarissa	Clarissa Community Park	\$ 4,500	Positive	Not funded
City of Crosslake	Crosslake Land Use Planning Grant	n/a	Positive	Funded
City of Crosby	Crosby Land Use Planning Grant	n/a	Positive	Funded
Crow Wing County	Paul Bunyan Arboretum-Phase III	28,315	Positive	Funded
Crow Wing Township	Barrows Mining Town Rejuvenation Center	14,500	Positive	Not Funded
City of Little Falls	North Pine Grove Park/Brooks Property Development	149,380	Positive	Funded
City of Long Prairie	Lake Charlotte Park Development Project	26,900	Positive	Withdrawn
City of Nisswa	Nisswa Land Use Planning Grant	n/a	Positive	Funded
City of Pillager	Pillager City Park	12,000	Positive	Funded
Region 5 RDC	Developmental Disabilities	23,431	Positive	Funded
Region 5 RDC	Developmental Disabilities	31,305	Positive	Funded
City of Royalton	Royalton Phase III Land Use Planning Grant	n/a	Positive	Funded
Barclay Township	Barclay Township Wayside Rest & Picnic Area	\$ 4,000	Positive	Pending
City of Breezy Point	Breezy Point Ball Park	4,000	Positive	Pending
City of Genola	Genola Memorial Park	27,700	Positive	Pending
City of Pequot Lakes	Pequot Lakes City Park Improvement	20,000	Positive	Pending
City of Walker	Soft Ball Park	46,500	Positive	Pending
TOTAL AMOUNT REQUESTED		\$ 392,531		

CRIME CONTROL PLANNING BOARD

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Cass County Attorney	Victim Witness Assistance Project	\$ 11,938	Positive	Not funded
Crime Control Planning Grant	Statewide Crime Control Planning Grants	n/a	Positive	Approved
Legal Rights Center	Coalition for the Protection of Youth Rights	278,880	Negative	Funded
Morrison County	Big Brothers/Big Sisters Program	22,389	Positive	Funded
Morrison County Sheriff's Department	Morrison County Jail Treatment Program	30,043	Positive	Funded
Stearns Company	Caseflow Management Project - 7th Judicial District	19,000	Positive	Funded
Todd County Board of Commissioners	Todd/Wadena County Community Concern for Youth	80,382	Positive	Funded
Todd County Board of Commissioners	Staples-Verndale Community Concern for Youth	35,515	Positive	Funded
TOTAL AMOUNT REQUESTED		\$478,147		

MINNESOTA HISTORICAL SOCIETY

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
City of Long Prairie and Christie Home Historical Society	Christie Home Carriage House	\$15,000	Positive	Funded
Todd County Historical Society	Museum Renovation	9,284	Positive	Funded
Wadena County Historical Society	Wadena County Oral History Project	<u>6,008</u>	Positive	Funded
TOTAL AMOUNT REQUESTED		\$30,292		

GOVERNOR'S RURAL DEVELOPMENT COUNCIL

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
University of Minnesota	Pilot Adzuki Bean Processing Demonstration	\$ 39,463	Positive	Funded
Staples Regional Energy Information Center Independent School Dist. #793 District #793	Energy Technician Project	<u>\$ 40,390</u>	Positive	Funded
TOTAL AMOUNT REQUESTED		\$ 79,853		

MINNESOTA DEPARTMENT OF NATURAL RESOURCES

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Animal Acres Zoo	Animal Acres Zoo Improvements	\$2,000,000	Negative	Not funded

MINNESOTA DEPARTMENT OF VACATIONAL REHABILITATION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
Brainerd Community College	Mid-Minnesota Center for Independent Living	\$97,191	Positive	Not funded

MINNESOTA DEPARTMENT OF TRANSPORTATION

<u>Applicant</u>	<u>Project Title</u>	<u>Amount Requested</u>	<u>Comments</u>	<u>Status</u>
City of Brainerd	Reichert Bus Service	n/a	Positive	Funded
Cass County	Cass County Replacement #3510	\$ 125,000	Positive	Funded
Crow Wing County	Township Bridge #L2881, #2838, #L5863 and #L4017	440,500	Positive	Funded
Crow Wing County	Crow Wing County Bridge #L2875	142,000	Positive	Funded
Crow Wing County	Crow Wing County Replacement Bridge #5408	45,000	Positive	Funded
Commuter Bus	Gopher Body Company	n/a	Positive	Funded
City of Pine River	Pine River Community Van	8,870	Positive	Funded
Staples City Cab	Staples Transportation Project	n/a	Positive	Not funded
Todd County	Todd County CSAA-1 Resurfacing and Aggregate Shouldering	370,000	Positive	Funded
Upsala Senior Citizens	Upsala Transit Project	2,794	Positive	Not funded
Wadena County	Wadena County Bridge Replacement #L7133 & #L7134	112,000	Positive	Funded
Wadena & Cass County	Wadena & Cass County Bridge Replacement	410,000	Positive	Funded
Wadena County	Wadena County CSAH 2 Grading & Aggregate Base	190,000	Positive	Funded
Wadena County	#89410 Wadena County Bridge Replacement	30,000	Positive	Funded
Wadena County	#2133 Wadena County Bridge Replacement	30,000	Positive	Funded
TOTAL AMOUNT REQUESTED		\$1,906,164		