2026 PLANNING ASSISTANCE GRANT GUIDE

July 2026

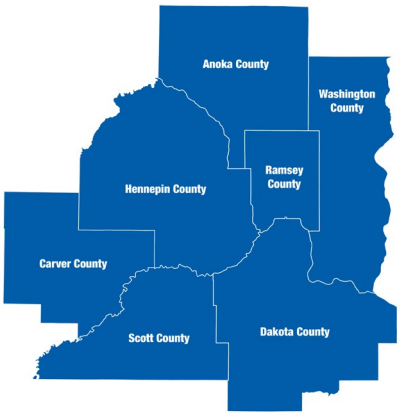


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The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Met Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor.

On request, this publication will be made available in alternative formats to people with disabilities. Call Metropolitan Council information at 651-602-1140 or TTY 651-291-0904.

Introduction

The purpose of this guide is to assist you in receiving and managing a planning assistance grant from the Met Council in support of developing your 2050 Comprehensive Plan. In the pages that follow, this guide will provide information about the funding available, how to receive it, and an overview of your responsibilities as a grantee.

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2026 Program Overview

Background and Purpose

The Met Council recognizes that updating local comprehensive plans requires significant time, knowledge, and resources from municipal partners. The Met Council is offering direct funding assistance to support the region's smallest and most resource-limited communities with their 2050 Comprehensive Plan updates. The Planning Assistance Grants Program supports a subset of communities in the region with their 2050 Comprehensive Plan updates.

Planning assistance grants are non-competitive grants to eligible communities. All complete applications received from eligible applicants by the **submission deadline at 3:00 p.m. on November 6, 2026** will be awarded a grant at the base award levels listed below.

Eligible Applicants

Eligible communities for the non-competitive grants were identified based on selection criteria adopted by the Met Council. The criteria targets communities in the region with a greater need for assistance to fund and manage a Comprehensive Plan Update. The two criteria used in estimating need were current population and adjusted net tax capacity per capita of the community compared to the metro median.

Historically, eligibility includes counties with land use authority for the townships in their jurisdiction and one group of rural communities that pool their resources to coordinate completion of their comprehensive plans together. The Met Council has continued to consider these groups as grant eligible entities.

Communities eligible for a Planning Assistance Grant meet one of the following three criteria:

1. Current population (2024) is between 2,500 to 14,999 AND adjusted net tax capacity per capita (2024) is less than or equal to 125% of metro median net tax capacity per capita; or
2. Current population (2024) is between 15,000 to 35,000 AND adjusted net tax capacity per capita (2024) is less than or equal to 100% of metro median net tax capacity per capita; or
3. County with land use planning authority for townships within their jurisdiction OR a consortium of five or more Dakota County communities in the rural service area working collaboratively on their comprehensive plan updates.

Under these criteria, 64 individual communities, two counties (Scott and Carver), and one consortium group (of five or more rural service area communities in Dakota County) are eligible. Communities eligible for these grants are identified on this list and map.

Award Amounts and Payments

Base Award

Eligible communities who complete an application may receive a non-competitive planning assistance grant at the following base award funding levels:

- 60 sewered communities may receive $40,000 each
- 4 unsewered communities may receive $25,000 each
- Scott County, Carver County, and Consortium may receive $110,000 each

Optional Incentive Grants

In addition to the base-level funding, eligible grantee communities are also eligible for two optional incentive grants. Grantees can receive one or both in addition to their base grant.

- Early Plan Completion Incentive - $4,000
- Advancing Regional Goals Incentive - $10,000

Early Plan Completion Incentive Grant

To qualify for this incentive grant, a grantee's 2050 Comprehensive Plan (approved by local authorizing resolution) must be deemed complete for review by the Met Council by October 31, 2028. To allow the required 15 business days for review, this requires submission no later than October 10, 2028. Please note that completeness is the standard, not merely plan submission.

Advancing Regional Goals Incentive Grant

The *Imagine 2050* plan articulates a shared vision for the Twin Cities region's future. The regional goals call for:

- ***a more equitable and inclusive region***, where historical disparities are eliminated and all people feel welcomed and empowered;
- ***healthy and safe communities***, where residents enjoy lives of dignity, well-being, and access to essentials such as housing, transportation, and health supports; and
- ***a dynamic and resilient region***, capable of meeting economic and social opportunities and challenges, including ensuring choice, access, and affordability for all.

To qualify for an Advancing Regional Goals Incentive Grant, communities must identify one (or more) of the regional goals they intend to advance through their comprehensive plan and include a description of the strategies they plan to implement.

For details about incentive requirements, see Grant and Application Details section below.

Payment Schedule

The Planning Assistance Grant will be disbursed in two installments, one upon execution of the agreement and approval of a work plan, and a second after the grantee has adopted the Met Council-authorized Comprehensive Plan. See the Grant Payments section for more details.

Program Requirements

Use of Funds

Grant funds can only be used for costs directly associated with developing your local 2050 Comprehensive Plan Update, incurred during the grant activity period, December 17, 2025, through December 31, 2029. For more details, see the Eligible Activities section.

Grantee Responsibilities

Upon execution of a grant agreement, in order to maintain eligibility for this funding, grantees must remain in compliance by adhering to all statutory and council requirements of their local Comprehensive Plan Update and submitting semi-annual progress reports and a final report. For a full list of these responsibilities, see the Grantee Responsibilities section below.

Program Contact

For more information about this program or application process, please feel free to contact Angela R. Torres at angela.torres@metc.state.mn.us.

Grant and Application Details

Submission Deadline for eligible applicants: Friday, November 6, 2026, at 3:00 p.m.

Base Award

As this is a non-competitive grant, all eligible communities who submit a complete application by the deadline will be awarded a grant at the base amount for which they qualify (see Eligible Applicants above).

A complete application can be submitted through the Met Council's grant management system (Fluxx) and consists of:

- **A simple online application form**
- **An authorizing resolution** from your governing body
- **A detailed work plan** for the development of your 2050 Comprehensive Plan update
- **A project budget** for the planning process

Early Plan Completion Incentive

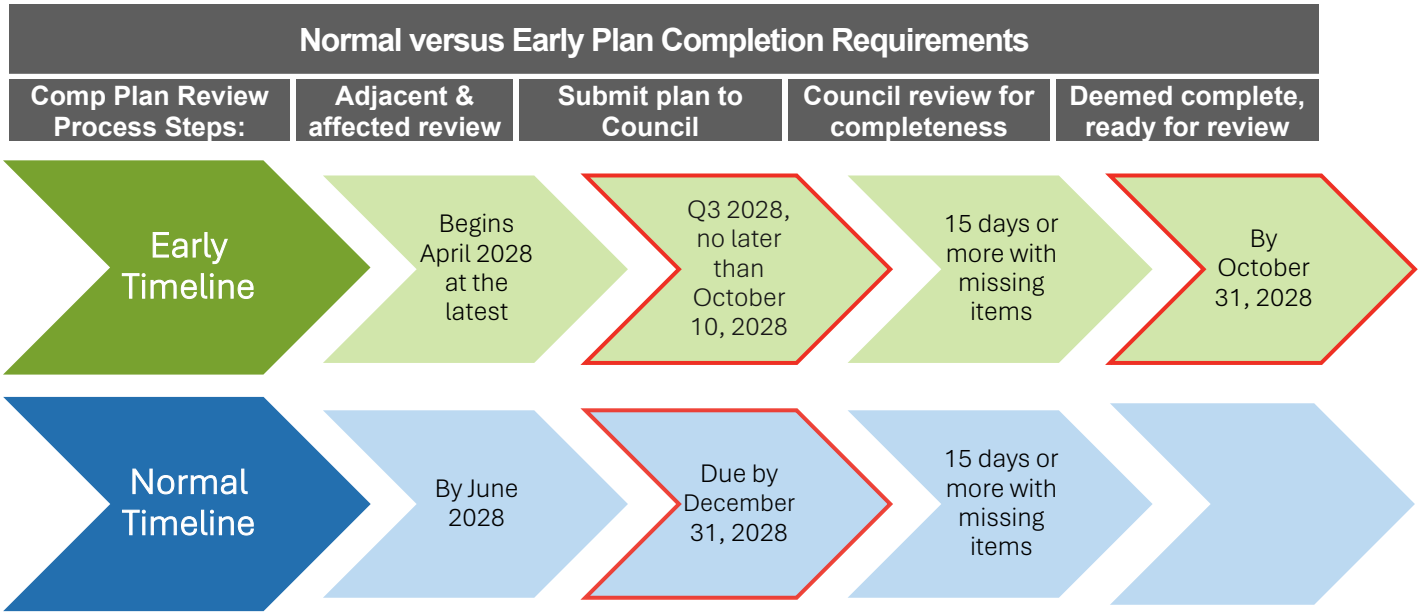
The Met Council is pleased to offer grantees an incentive grant to those whose Comprehensive Plan Update is deemed complete by Met Council staff by October 31, 2028.

All eligible applicants are automatically eligible for this award when they apply for their Planning Assistance Grant. There is no further action required at the time of application to be considered for this incentive funding.

To receive the incentive funding, grantees must submit a 2050 Comprehensive Plan (approved by local authorizing resolution) to the Met Council no later than October 10, 2028, and it must be deemed complete by October 31, 2028. Once deemed complete, the formal plan review will begin.

NOTE: *October 10, 2028, permits exactly the 15 business days required for Met Council review for completeness, however, if there are items missing, this does not allow any turnaround time for addressing these needs. Given that the great majority of Comprehensive Plan submissions have historically required some follow-up, it is recommended that grantees hoping to receive the Early Plan Completion Incentive submit well in advance of this final date.*

The Early Plan Completion Incentive Grant is paid with the second (and final) installment.



Advancing Regional Goals Incentive

The Met Council is offering an additional financial incentive to communities that are going above and beyond in their planning efforts to achieve regional goals. Imagine 2050, the regional development guide, establishes a shared vision for the future of the Twin Cities region. It advances three people-centered regional goals:

- **Equitable and Inclusive Region** – Eliminate historical disparities so all people feel welcomed, valued, and empowered.
- **Healthy and Safe Communities** – Ensure residents live with dignity and well-being, with access to housing, transportation, health supports, and other essentials.
- **Dynamic and Resilient Region** – Strengthen the region's ability to meet economic and social opportunities and challenges, ensuring choice, access, and affordability for all.

All eligible applicants are automatically eligible for this award when they apply for their Planning Assistance Grant. There is no further action required at the time of application to be considered for this incentive funding.

To receive this incentive funding, grantees must meet the following requirements:

1. Have an approved work plan that includes local strategies towards advancing one or more regional goals. An ideal time for updating this work plan will be before or at the midpoint check-in. The work plan must reflect a plan and process consistent with achieving the outcomes described in this section, or similar.
2. Include policies or plans in the Comprehensive Plan Update that materially advance one or more of the three people-centered regional goals.
3. A final report must describe how planning activities influenced the goals, policies and plans included in the comprehensive plan update, and point to measures that would be impacted by these plans.

Refer to the pages that follow for further examples and details around the three people-centered goals outlined in Imagine 2050, and what kinds of work these goals could encompass.

The Advancing Regional Goals Incentive Grant is paid with the final installment, pending Met Council's staff determination that the above criteria have been met.

Communities may advance regional goals through a wide range of strategies in their comprehensive plans. The following options illustrate approaches that align with the Equitable and Inclusive Communities, Healthy and Safe Communities, and Dynamic and Resilient Communities goals. Communities may choose to implement any of these strategies, adapt them to local conditions, or propose alternative approaches that reflect their unique priorities, strengths, and community needs, provided they clearly demonstrate how their strategies advance the regional goal.

Equitable and Inclusive Region Examples

Equity as a Guiding Principle

- Advance equity by planning to reduce disparities in access to housing, transit, employment, and essential services for Black communities, Indigenous communities, and people of color. Establish performance measures tied to equity goals, such as reductions in racial gaps in homeownership and increased access to transit within one-quarter mile for underserved communities.
- Adopt a local equity framework to address the lasting impacts of inequitable governmental actions on Black, Indigenous, and people of color. Use it to evaluate local policies and practices, and set clear, well-resourced actionable commitments to implement needed changes.

Advancing Environmental Justice Through Reparative Policies and Investments

- Identify policies and investments intentionally designed to repair past harms, including targeted housing investments in disinvested neighborhoods, anti-displacement strategies, and remediation of environmental hazards.
- Identify strategies to achieve measurable reductions in exposure to environmental hazards—such as air pollution, heat islands, and contamination—in overburdened communities, as tracked through environmental, health, and quality-of-life indicators.
- Strengthen engagement and partnerships with overburdened communities through sustained, compensated participation in environmental planning and evaluation activities, and formalized collaboration on policy and project outcomes.

Historical Context, Anti-Displacement and Equity Analysis

- Include historical analyses in planning documents that describe how past exclusionary policies, such as redlining and zoning barriers, shaped current inequities. Use this context to inform land use, housing, transportation, and economic development strategies.
- Identify policies to reduce involuntary displacement by minimizing residential and commercial displacement in areas experiencing growth or public investment, as measured by residential turnover, eviction rates, and business closures. Ensure public investments in transportation, utilities, parks, and redevelopment deliver benefits to existing residents without increasing displacement risk.

Community-Centered Engagement, Planning and Capacity Building

- Establish formal processes for co-creation with historically excluded communities in planning and policy decisions, such as advisory councils, community design sessions, and shared decision-making structures.
- Identify strategies to provide capacity-building support, including training and compensation, to enable residents to participate fully in community planning and plan implementation.
- Identify environmental policies and projects that provide measurable community benefits beyond harm mitigation, such as new environmental infrastructure, health improvements, or economic opportunities co-identified with overburdened communities.
- Ensure community planning and investment decisions incorporate both quantitative disparities data and the stated priorities of overburdened residents, with documented use of community-generated input in major plans and projects.
- Conduct a process that meaningfully engages community members—especially those historically underrepresented—to inform the development of strategies, policies, and actions that advance the identified regional goals.

Healthy and Safe Communities Examples

Health as a Guiding Principle

- Elevate community health and health equity as a central theme shaping the comprehensive plan's vision, goals, community engagement strategies, and policy framework, including participation in initiatives such as the AARP Network of Age-Friendly Communities.
- Articulate a comprehensive vision for a healthy and equitable food system that supports local production, distribution, and consumption. This may include protecting agricultural land, supporting urban agriculture and community gardens, and improving access to healthy foods.
- Identify strategies to align economic development policy with community health outcomes by supporting healthy food businesses, creating employment pathways for people facing barriers to work, and incentivizing affordable and workforce housing.

Connected Communities

- Prioritize safe walking, biking, and transit pathways while creating a transportation system that serves all people and supports traffic calming, placemaking, and connectivity.
- Align land use, zoning, transportation, and open space planning with community health needs by supporting compact, mixed-use development or adopting a complete streets policy.
- Identify parks, trails, and open space investments that expand access and increase participation among underserved populations

Dynamic and Resilient Region Examples

Regional Economic Framework Alignment

- Advance regional economic goals by identifying strategic priorities from the Regional Economic Framework and the Comprehensive Economic Development Strategy (CEDS) that are most relevant to the community. Identify and address priority areas informed by local conditions and SWOT analysis, which may include:

    - Job growth
    - Workforce development and skills alignment
    - Racial inclusion in employment and business ownership
    - Talent migration and retention
    - Regional brand and economic identity
    - Startups and innovation
    - Affordability
    - Transportation and mobility
    - Participation in the new climate economy
    - Data-Informed Economic Planning
- Use Community Profiles, Census Data or other economic data sources to conduct a SWOT analysis that identifies strengths, challenges, opportunities, and risks, to the local economy, and to define policies and actions that advance desired economic outcomes.

Economic Development Partnerships

- Demonstrate Comprehensive Plan engagement, or a plan for ongoing engagement strategies with key economic partners, such as chambers of commerce, including ethnic chambers of commerce (e.g. India Chamber of Commerce MN, Latino Economic Development Center), employers, workforce organizations, labor unions, community colleges, high schools, and regional institutions, to support coordinated implementation of economic priorities

Instructions for Applying Online (Fluxx)

Step 1 Identify who will be responsible for entering and submitting an application online, and make sure this person has an account in Met Council's online grants management system, Fluxx. You can log in here.

- This should be an employee of your city/town/county. This should not be a consultant. A consultant may be added to an application and contribute, but may not submit on behalf of an applicant.
- Your username is your email. Grantee staff who previously had an account in WebGrants can use the "Forgot Password" link to set up a new password with the same email address.
- If you are new to managing Met Council grants online, please ask someone within your organization who has Fluxx access to add you as a user for your organization.
- If your organization is new to grants at the Met Council, please reach out to staff below for assistance in setting up an organizational account.
- Please refer to the Met Council's Fluxx Information webpage for a Fluxx User Guide, as well as general tips and resources.

Step 2 Create a new Planning Assistance application

- Within Fluxx, navigate to the "Apply For Funding" page, and find the Local Planning Assistance section. Click "Start your application."
- Be sure to add yourself as a contact on the grant application before closing it, to ensure you are able to access it after saving.

Step 3 Complete the brief online application form (see Application Tips, below)

Step 4 Upload your authorizing resolution(s)

Step 5 Upload your Work Plan and Budget

Step 6 Click “SAVE.” When your application is complete, click “SAVE AND CLOSE.” You will then see a “SUBMIT” button. Submit before **3:00 p.m. on November 6, 2026.** Applications will be reviewed and processed on a monthly basis throughout the application period. See the Grant Application Review and Approval Process section below.

Application Tips

- Have your notification of eligibility from the Met Council on hand. This will confirm your grantee type and base award amount.
- Grant contacts: You can include up to three grant contacts. Two of these may be staff at your organization, and the third could be a consultant who is assisting in your comprehensive planning process.
  - Ensure a city/town/county employee or elected official initiates the application. A consultant may be added to and contribute to an application, but may not initiate or submit the application.
  - If you are working internally with staff at your organization who will need access to the grant to collaborate on the application, or manage the grant and submit reports, or receive communications about the grant, please provide their name, title, and email address.
  - If you have identified a lead consultant on the project, you may add them to the grant. Please provide their contact information, including an email address. Once added, this person can contribute to the application and future reports, but cannot submit.
- If you are applying on behalf of the Dakota County Consortium:
  - Ensure that the lead applicant/fiscal agent initiates and submits the application.
  - Include an authorizing resolution on behalf of each community that is part of the consortium.

Technical Assistance

For questions about the program requirements or the incentive awards, contact Emma Dvorak.

Emma Dvorak, Senior Planner
emma.dvorak@metc.state.mn.us, 651-602-1399

For common questions related to the online application and grant management system, Fluxx, see Met Council’s Fluxx Information webpage, including resources and videos.

For further assistance with submitting your Fluxx application, contact Erin Brueggemann.

Erin Brueggemann, Grant Administrator
erin.brueggemann@metc.state.mn.us, 651-602-1112

Required Application Attachments

You can find templates/samples for these required attachments on the grant webpage.

Work Plan and Budget

You may choose to create your own or use the Met Council's work plan and budget template.

Your work plan will be incorporated in your grant agreement by reference and will assist your sector representative in supporting you and your project. It is a required attachment with your application.

Use the work plan and budget template to outline your community's approach to completing the 2050 Comprehensive Plan update, tailoring timelines, tasks, and responsibilities to your local context. Fill in basic project details, placeholder timelines, and identify how work will be managed. Summarize key activities for project administration, community engagement, data analysis, and all required plan elements, along with how the plan will be implemented. Keep entries concise and use realistic estimates. Updates to the work plan as the project evolves must be shared with the Met Council through the semi-annual reports.

For grantees who are working toward one of the two incentives, their work plan should be consistent with the timeline and/or inclusion of these goals. Understanding that planning is a process that evolves over time, the mid-point check-in is an opportunity to revisit and revise this plan, to match your goals for your Comprehensive Plan. Prior to both your initial and your final payment, you must have a work plan that has been accepted by your sector representative and is aligned with your work.

Your work plan should, at a minimum, include the general outline of tasks required to complete the local comprehensive plan update along with the expected timeline to meet statutory or early completion deadlines.

The project budget should convey the overall comprehensive plan project costs. This is a project budget for your whole planning process, not a grant budget.

Authorizing Resolution

Applicants are required to submit a signed authorizing resolution from your governing body.

For consortium applicants only: We require an authorizing resolution passed by each included municipality's governing body.

Grant Application Review and Approval Process

After the last day of the each month while the application is open, Met Council staff will initiate a review of newly submitted applications.

Elements of the review will include:

- Confirming the applicant is an eligible entity
- Confirming the application is complete and accurate
- Approving the work plan, or working with the applicant to make any needed changes

Once approved, grantees will be notified of their award, and will be invited into the post-award process, including confirming their signatories and payment information, and executing the grant agreement. More on post-award processes can be found in the next section of this document, How to Manage Your Grant.

How to Manage Your Grant

Roles and Responsibilities

Grantee Responsibilities

Upon execution of a grant agreement, in order to maintain eligibility for this funding, grantees must remain in compliance in the following ways:

1. Submit semi-annual progress reports in January and July, summarizing progress and communicating any significant changes in work plan and expected outcomes.
2. Participate in a mid-point and close-out check in with your sector representative.
3. Meet the statutory 6-month requirements for Adjacent and Affected Jurisdiction Review *before* submitting your plan to the Met Council.
4. Submit an update to your comprehensive plan that has been adopted by your local governing body via resolution, to the Met Council no later than December. 31, 2028.
5. Ensure the local Plan Update:
    a. Is complete as described in the Met Council's Local Planning Handbook,
    b. Conforms to metropolitan system plans of the Met Council,
    c. Is consistent with the adopted policies of the Met Council, and
    d. Is compatible with the plans of adjacent and affected jurisdictions.
6. Submit a final report within 90 days after grant expiration.
7. Maintain accurate and complete accounts, financial records, and supporting documents relating to the receipt and expenditure of the grant funds in the event of an audit.
8. Grantee's governing body adopts the authorized comprehensive plan and submits the final plan and majority resolution to the Met Council.

Additional responsibilities to receive the Early Plan Completion Incentive Grant:

- Have an approved work plan that reflects a plan and timeline consistent requirements for this $4,000 incentive grant.
- Submit an update to your comprehensive plan that has been adopted by your local governing body via resolution, to the Met Council no later than October 10, 2028.
    - Comprehensive plan update must be deemed complete by Met Council staff by October. 31, 2028.
    - Meet the statutory 6-month requirements for Adjacent and Affected Jurisdiction Review before submitting your plan to the Met Council.

Additional responsibilities to receive the Advancing Regional Goals Incentive Grant:

- Have an approved work plan that reflects a plan and process consistent with this Grant Guide to ensure eligibility for this $10,000 incentive grant.
- Provide mid-point and final reporting to demonstrate how your strategies and the resulting comprehensive plan are advancing regional goals in alignment with standards.

What is the Met Council's role?

- Provide technical assistance to grantees, including answering questions about grant requirements and Comprehensive Plan Update requirements.
- Monitor project through semi-annual reports and sector representative check-ins.
- Process amendment requests and remind grantees of coming deadlines.
- Work with grantees to process payments and close the grant.

Sector Representative

You may direct questions about the comprehensive plan process and requirements to your sector representative.

Met Council Authorized Representative

Grantees can direct grant-related questions to the Met Council's Authorized Representative:

> **Erin Brueggemann**, Grant Administrator
> erin.brueggemann@metc.state.mn.us, 651-602-1112

Eligible Activities

Grantees may use grant funds for costs directly associated with the development of their local 2050 Comprehensive Plan Update. Eligible activities could include, but will not be limited to:

- Staff time
- Consultant and professional services
- Printing and publishing
- Other activities required to update your Comprehensive Plan, provided that they are entirely consistent with a Met Council-approved work plan and budget and executed two-party grant agreement, the Met Council's Comprehensive Development Guide, the Metropolitan Land Planning Act, and other applicable state laws

Ineligible Activities

Grant funds may not be used for:

- Per diem payments to appointed or elected board or commission members
- Purchasing or acquiring equipment or other tangible, nonexpendable personal property
- Activities inconsistent with the Met Council's Comprehensive Development Guide, the Metropolitan Land Planning Act, Minnesota's Critical Areas Act, or other applicable state laws

The grantee must forfeit to the Met Council any unspent grant funds and any grant funds that are not used for the authorized activities specified above.

Grant Payments

Your grant will be paid via ACH transfer. To set up the ACH transfers, we may require a W-9 and ACH Vendor form to be completed prior to your grant agreement.

The Planning Assistance Grant will be disbursed in two installments.

- **The first payment** will be 50% of the base grant amount disbursed within 35 days after the acceptance of your work plan and the execution of a grant agreement.

- **The second and final payment** will include the remaining 50% of the base grant amount plus any incentive payments included in the grant agreement for which requirements have been met (see below). This payment will be disbursed after you have submitted your Comprehensive Plan Update and final report, and after the Met Council has reviewed and acted upon the Plan Update, with that action finding that the it meets all statutory requirements for timeliness, completeness, conformance, consistency, and compatibility. If Met Council staff deem that you have also met the criteria requirements of the incentive grants, the second payment will include these incentives. (See the Grantee Responsibilities section above for the complete criteria.)

	Timing/Criteria	Payment Amount
First payment	Paid within 35 days of a fully executed grant agreement	50% of Base Award
Second payment	Paid within 35 days of the Met Council's authorization and action, finding the plan meets all statutory requirements.	50% of Base Award
	…if Advancing Regional Goals requirements are met	+ $10,000
	…if Early Plan Completion Incentive requirements are met	+ $4,000

Reporting

Semi-Annual Progress Reports

Twice a year, you will be prompted to submit a semi-annual progress report through Fluxx, the Met Council's online grant management system.

Reporting Period	Due Date
January 1 – June 30	July 31
July 1 – December 31	January 31

The report consists of two sections:

1. **Comprehensive Plan Update Progress Report**
   During this reporting period:
   - Summarize any work done toward your Comprehensive Plan Update.
   - Summarize any internal or external changes that might impact your planning process or goals.

2. **Incentive Updates**
   - Are you on track to meet the Early Plan Completion Incentive deadline?
   - Referencing any Regional Goals you've identified and the work plan you've submitted, are there any significant changes to your planned activities?

Mid-Point Check-in with a Sector Representative

At or near the mid-point of your grant activity period (between August-November 2027) connect with your sector representative to schedule this meeting. This meeting is required to receive the second half of grant funds. This meeting will be an opportunity for you to provide more of an update on how your planning process is progressing, make any updates needed to your work plan, and for the sector representative to offer resources or support.

In addition to reviewing your most-recent semi-annual progress report, your sector representative will use your work plan as a guide to ask about your project, including how work toward meeting the Early Plan Completion deadline or toward any identified Advancing Regional Goals outcomes is progressing. You may submit an updated work plan in advance, or after the mid-point check in.

Amendments

Project activities must remain consistent in scope with your Met Council-approved work plan. The terms of your grant may be adjusted under certain circumstances, as outlined below and in Paragraph 2.10 of your grant agreement.

Timeline and How to Request

If you need to request an extension of this timeline, you must submit an amendment request via Fluxx, the Met Council's grant management system at least 90 calendar days prior to the grant expiration date.

Work Plan Changes

Your work plan is incorporated in your grant agreement by reference and will assist your sector representative in supporting you and your comprehensive planning process.

Understanding that comprehensive planning is a process that evolves over time, the Met Council expects your work plan may evolve as well. At the time of initial and final payments, you must have a current work plan in place, approved by Met Council staff. Changes to your work plan do not require a formal contract amendment but may be approved as an administrative adjustment.

The mid-point check-in is an opportunity to revisit and revise this work plan, to match your goals for your Comprehensive Plan. Grantees may initiate an update to their work plan at any time through Fluxx, the Met Council's grant management system.

Term and Extensions

Key Grant Dates:

December 31, 2028	**Submission Deadline:** You must submit your Comprehensive Plan Update to the Met Council by this date to receive your second payment.
December 31, 2029	**Grant Expiration Date:** You have until this date to have your governing body adopt the Met Council-authorized Comprehensive Plan and to submit your majority resolution to the Met Council
Sunday, March 31, 2030	**Closeout Period Ends:** Following your expiration date, you have 90 days to submit all final reports and deliverable materials to the Met Council.

The term of your grant may be extended, but only in conjunction with an extension authorized under Minnesota Statutes section 473.864, subdivision 2.

No extension is possible for the Early Plan Completion Incentive Grant.

Closing a Grant

Grants are closed when the grantee completes the grant obligations or if the grantee cancels any balance on a grant (in which case, the remaining funds will revert to the Met Council). Prior to closing the grant, the following must be completed before the final payment is remitted.

Deliverables

Submitting Your 2050 Comprehensive Plan

For this grant, your primary deliverable is your local 2050 Comprehensive Plan Update. You can find instructions about the planning requirements, submission methods and review process here within the Local Planning Handbook online.

After the Met Council has authorized your Comprehensive Plan Update, your governing body must adopt the authorized comprehensive plan and submit the final plan and majority resolution to the Met Council.

Final Report

You are required to submit a final report within 90 days of your expiration date to close out your grant and receive your second payment. You will submit this through the Fluxx, the Met Council's online grant management system. This will include:

- A final work plan and budget with actual expenses.
- An overview of your process and outcomes achieved.
- Questions about the grant program.
- If you opted to pursue the Advancing Regional Goals Incentive Grant, you will name additional outcomes that you are working toward in your 2050 Comprehensive Plan Update. You will report on the strategic priorities you worked toward, and how your activities connected to outcomes in your Comprehensive Plan.



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