

# Five County Association of Governments

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**To:** County Commissioners, County Clerks, County Administrators, City and Town Mayors, Clerks and Managers, Special Service District Representatives, Engineering and Architectural Firms and other Interested Individuals

**From:** Gary O. Zabriskie, Director of Community & Economic Development

**Date:** August 25, 2010

**Subject:** Information on the Utah Permanent Community Impact Fund Board Program and Invitation to the scheduled CIB Tutorial Workshop

An important source of funding frequently utilized by eligible entities in Utah to construct capital improvements projects (water system improvements, fire stations, city office buildings, etc.) is the "Utah Permanent Community Impact Fund Board" or more commonly referred to as the "CIB".

The Utah Permanent Community Impact Fund Board provides loans and/or grants to state agencies and subdivisions of the state which have or may be socially or economically impacted by mineral resource development on federal lands. Under the Federal Mineral Lease Act of 1920, lease holders on public land make royalty payments to the federal government for the development and production of non-metalliferous minerals.

In Utah, the primary source of these royalties is the commercial production of fossil fuels on federal land held by the U.S. Forest Service and the Bureau of Land Management. Since the enactment of the Mineral Lease Act of 1920, a portion of these royalty payments, called mineral lease payments, has been returned to the state in an effort to help mitigate the local impact of energy and mineral developments on federal lands. The state of Utah then allocates approximately 32.5% of the royalties as Permanent Community Impact Funds. The PCIFB will only fund those applications which are submitted by an eligible applicant for an eligible project.

The Utah statute creating the Board specifically defines eligible applicants as any of the following: counties, special service districts, cities, special improvement districts, towns, water conservancy districts, school districts, water or sewer improvement districts, building authorities, and housing authorities.

**The Five County Association of Governments has scheduled a tutorial workshop to explain detailed information about this important potential funding source for project(s) in your jurisdiction. This workshop will take place at the Festival Hall Convention Center (Room #1) in Cedar City ( 105 North 100 East). The workshop will be conducted by the state CIB staff of the Utah Permanent Community Impact Fund Board. The CIB Workshop will be held on Wednesday, September 29, 2010 and will start promptly at 3:00 p.m. and run until about 5:00 p.m.**

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CIB Tutorial Memo  
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While attendance is voluntary (not mandated) for potential applicants for CIB funding, it is strongly recommended for those unfamiliar with the CIB program who may be considering applying in the coming year, and for those who are familiar with CIB who wish to stay current on what is happening in the CIB program.

This tutorial will give important information on ‘who can apply’, ‘when you can apply’, ‘how to apply’ and ‘what comes next’ when you are funded, such as the reimbursement procedures. Information will also be given on the ‘when?’ and the ‘why?’ on Capital Improvements Lists which are collected by the Five County Association of Governments annually from your jurisdiction. Those lists are prioritized at a meeting scheduled each fall in each county. You will be invited to attend that meeting and participate in the prioritization by consensus of attendees.

Note: Please do not confuse this scheduled CIB training workshop with the two Community Development Block Grant (CDBG) ‘How to Apply’ workshops which will be held on the following two days (September 30<sup>th</sup> and October 1<sup>st</sup>). For information on those two duplicate CDBG workshops see the Five County AOG website at: **<http://www.fivecounty.utah.gov/cdbg.html>**

Besides representatives of CIB eligible jurisdictions, civil engineering and architectural firms in our region are also encouraged to send a representative who is directly involved in CIB grant/loan application preparation to this workshop. A program flyer with map/driving directions on its reverse side is enclosed.

You do not need to RSVP your attendance, but if you have any questions on this tutorial workshop, or the CIB program in general, you can e-mail me at: **[gzabriskie@fivecounty.utah.gov](mailto:gzabriskie@fivecounty.utah.gov)** or telephone me at: **(435) 673-3548, ext. 126.**

I look forward to seeing you at the CIB Tutorial workshop.

Enclosure: CIB Workshop Flyer



## CIB APPLICATION TUTORIAL MEETINGS

CIB TUTORIALS PROVIDE VALUABLE INFORMATION CONCERNING THE COMMUNITY IMPACT APPLICATION PROCESS:

- o WHO CAN APPLY
- o WHEN TO APPLY
- o HOW TO APPLY
- o AFTER THE AWARD - WHAT COMES NEXT
- o REIMBURSEMENT PROCEDURES

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### ... UPCOMING INFORMATION MEETING DATES ...

**WEDNESDAY, SEPTEMBER 29<sup>th</sup> @ 3:00 PM IN CEDAR CITY, UTAH**  
**Festival Hall Convention Center (Meeting Room #1)**  
**105 North 100 East – Cedar City, Utah**  
**(See map and driving directions on reverse side)**

**TUESDAY, OCTOBER 5<sup>th</sup> @ 2:00 PM IN ROOSEVELT, UTAH**  
Uintah Basin Association of Governments – Main Conference Room  
330 East 100 South, Roosevelt, Utah

**WEDNESDAY, OCTOBER 6<sup>th</sup> @ 10:00 AM IN VERNAL, UTAH**  
Utah State University, Applied Technology College – Robert Williams Building  
450 North 2000 West, Vernal, Utah

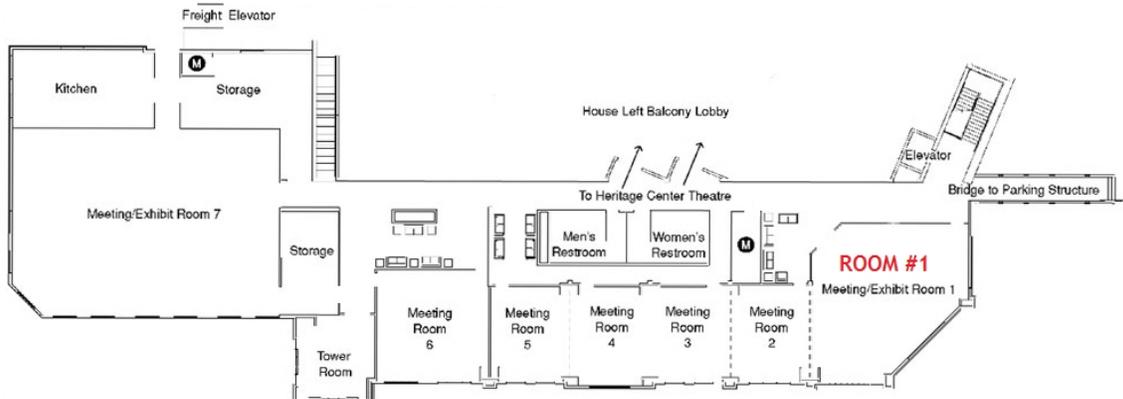
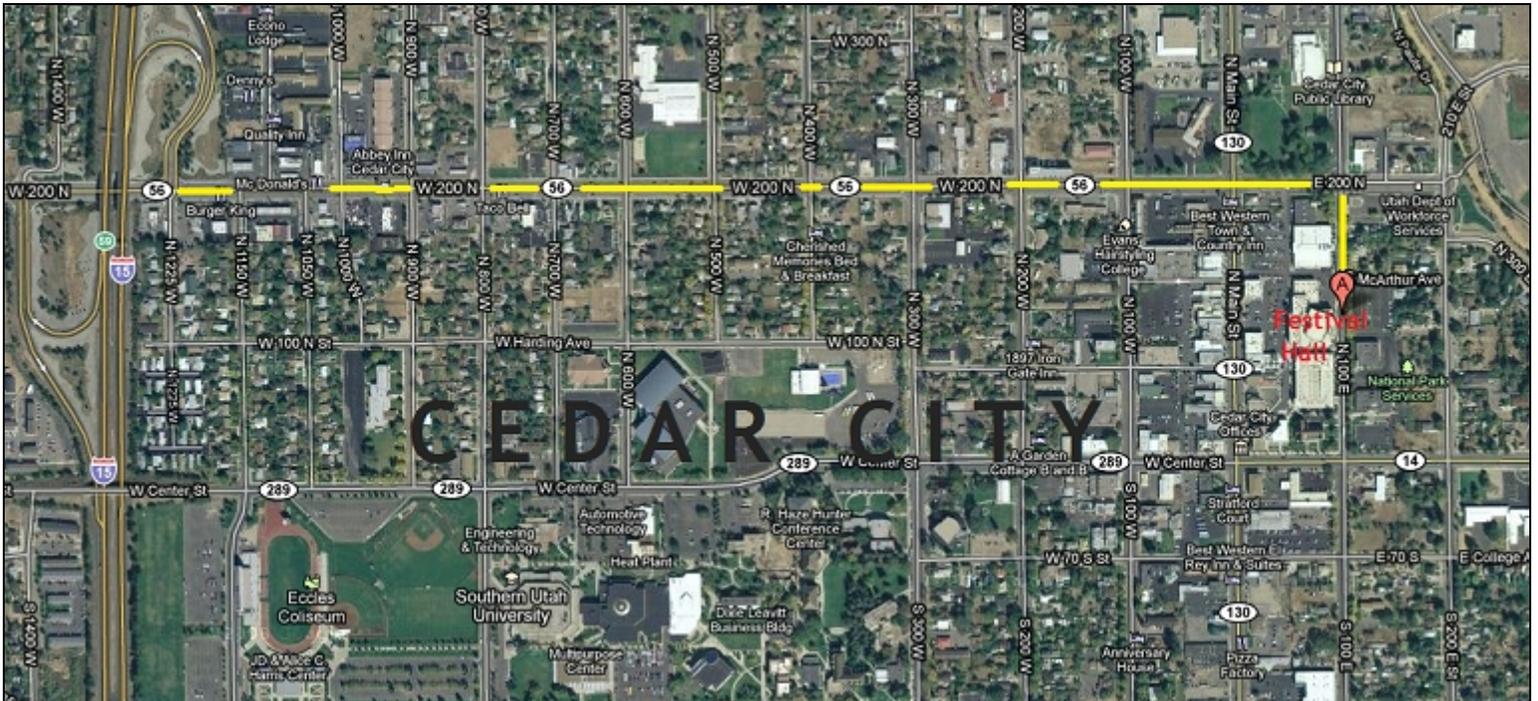
When applying use the most current application form on the CIB website. (currently February 2009)  
Always Include your public hearing minutes with your application!

### ... CONTACT...

Candace Powers  
Associate Fund Manager, Permanent Community Impact Fund  
801-538-8765  
e-mail: [cpowers@utah.gov](mailto:cpowers@utah.gov)  
CIB Web Site: <http://housing.utah.gov/cib/cib.html>

## Directions to the Festival Hall Convention Center

- Interstate I-15 to Cedar City from North or South, take Exit 59.
- Turn east on 200 North.
- Cross Main Street.
- Turn south on 100 East (first right).
- Drive south to the middle of the block and park in the four story-parking terrace.
- The Heritage Theater/Festival Hall Convention Center is located at 105 North 100 East.
- The Festival Hall Entrance is located on the west side of the complex.
- For direct access to Festival Hall, use the 2nd floor skybridge located on the 2nd floor of the parking terrace. The CIB meeting will be held in Room #1 (next to the skybridge entrance).



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