



Application Instructions:

For each project, complete the application form as follows:

1. Complete pages 1 and 2 for all projects- Select your [award category](#) (the award committee may determine the best category).
2. Complete Award Category Information sections for each category selected on page 1 (you may select more than one category).
3. Pay a \$25 application fee at:
<https://app.etapestry.com/hosted/MinnesotaBrownfields/OnlineDonation.html>
4. Submit your application, attachments and fee by 12:00 noon on Thursday, September 20, 2018.

Prepare and attach the following:

- **Photo Documentation**
Please provide five to ten digital images showing the property prior to redevelopment, during remediation (including any innovative technologies used), and the completed project. Finalist project images will be used during the award ceremony and may be used in future MN Brownfields communications. Name photo files using the format: "ProjectName_Before", "ProjectName_Remediation", etc. Please provide photo credits.
- **Video documentation - Optional**
If you wish to share existing video that helps tell the story of your project, provide a URL or other address.

Formatting Instructions:

1. The application submittal may not exceed a total of 20 pages including attachments.
2. Use Arial font, 11 points.
3. Save files as .pdf, and photos as .jpg (.jpg maximum size 1MB)
4. **Please, submit all photos individually as .jpg files, not combined in a .pdf. Photos may be submitted in a .zip folder**

Application Submission:

Email submittals to rescapeaward@mnbrownfields.org. Please use email subject heading "ProjectName". If you need to send multiple emails for a single project, label each email as "ProjectName 1 of 3", "ProjectName 2 of 3" etc. You will receive email confirmation for all submissions.