

# Safety grant application

## *Information you'll need for the application process*

In addition to general company project status information, the following needs to be at hand before beginning the online safety grant application.

- An itemized list of all of the items in your safety grant project. From the vendor quotes, list the cost of each type of item. The sum of the list will be the total project cost.
- The following numbers: federal tax identification number (FEIN), a nine-digit number; state tax identification number, a seven-digit number; unemployment insurance identification number, assigned by the Minnesota Department of Employment and Economic Development; and the workers' compensation insurance company and policy number.
- Written report of the on-site safety/health survey that includes listed findings – such as hazards and injury risks – and recommendations to correct the issues. The assessment must be conducted by one of the following: a Minnesota OSHA (MNOSHA) Compliance safety/health investigator; a MNOSHA Workplace Safety Consultation safety/health consultant; an in-house employee safety/health committee (provide written hazard report and committee meeting minutes that reflect hazard discussion); a workers' compensation underwriter (survey and recommendations must be approved and signed by an underwriter); a private safety/health consultant; or a person under contract with the Assigned Risk Pool.
- Justification establishing the technical basis for the grant project. Include pertinent standards and regulations that apply to the hazards that were identified in the survey.
- Names and titles of those who will be responsible for completing each project activity.
  - If vendors or other outside entities are involved, include their name(s) and address(es).
- Sources of funding for the company's part of the safety grant project. This will include identifying a specific budget source, within the overall company budget, and outside funding sources.
- An estimate of injury cost savings that can be anticipated – the return on investment (ROI) – to further justify the grant project.
- If project equipment training will be conducted, you will need to describe who will provide the training, including name and credentials, and provide a syllabus (outline) of what the training will include.
- If requesting tuition reimbursement, you will need to provide the name of the course and entity where the course will be taken (such as a college, vocational/technical school, trade association or business association), the number of employees who will attend the course and their job titles, and a syllabus (outline) of what the course will include.

**Note:** Special characters are not allowed and will generate an error message if entered in to the form.



443 Lafayette Road N., St. Paul, MN 55155  
651-284-5060 • 800-731-7232  
dli.grants@state.mn.us • www.dli.mn.gov