



# LEECH LAKE BAND OF OJIBWE Legal Department

Grace Elliott, Legal Director  
Ralph Overholt, Tribal Attorney  
Shea Fleming, Paralegal  
Nahtanha Bellanger White Wing,

Sarah Stahelin, Tribal Attorney  
Tom Dahl, Paralegal  
Gloria Wilson, Legal Secretary  
Office Manager

## Document Review Request Form

### TO BE COMPLETED BY THE REQUESTING DIVISION

Document Title: MOU between Regions Dev. & LLBO Tribal Dev

Description of Services:

Assistance with EDA funding and related  
work flow and administrative work.

Division/Department Received Document: \_\_\_\_\_ Please Review By: \_\_\_\_\_  
(Insert Date) (Insert Date)

Requesting Division/Department: Tribal Development Division

Contact Information: Randy Finn Number: (218) 760 0045  
(Name and Title) (Preferred contact number)

E-mail Address: randy.finn@llbojibwe.net

For Resolutions only: I certify that this Resolution complies with the May 15, 2014 Resolution

Formatting Guidelines. Signature: \_\_\_\_\_

### LEGAL DEPARTMENT USE ONLY

Legal Office Received On: \_\_\_\_\_ Received By: \_\_\_\_\_  
(mm/dd/yy) (Name of Legal Staff Member)

Document Picked Up By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Designated Person to pick up documents for requesting Division/Department)

Document Released By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Designated Person releasing signed documents for requesting Division/Department)

### LEGAL REVIEW FINDINGS

Reviewed By: Grace Elliott APPROVED: Yes (Y/N)  
(Signature of Legal Staff and Title)

Additional steps required: \_\_\_\_\_

Notes: \_\_\_\_\_



## LEECH LAKE BAND OF OJIBWE TRIBAL DEVELOPMENT DIVISION

---

Date: 4.30.2020

To: Legal

From: Leech Lake Band of Ojibwe  
Tribal Development Division

A handwritten signature in black ink, appearing to be "R. Budreau", is positioned to the right of the "From" field.

**Re: Memorandum of Understanding MOU Between Region 5 Development Commission  
and Tribal Development Division**

Cc: Robert Budreau, Jr., Executive Director  
Gordon Fineday, Deputy Director  
file

The EDA Economic Adjustment Assistance application process including timelines has changed substantially due to the COVID pandemic. There have also been some adjustments in work and cost estimates. We would like to do an updated Memorandum of Understanding.



**MEMORANDUM OF UNDERSTANDING**  
Between  
Region Five Development Commission  
AND  
Leech Lake Band of Ojibwe Tribal Development

**I. Parties**

This Memorandum of Understanding (MOU) is made and entered into by and between the Region Five Development Commission (R5DC) whose address is 200 1<sup>st</sup> Street NE, Suite 2, Staples, MN 56479 and the Leech Lake Band of Ojibwe Tribal Development Division (Band) whose address is 108 Balsam Ave. NW, Cass Lake MN 56633.

**II. Purpose, Scope and Terms**

R5DC and the Band entered into an agreement on December 4, 2019 to jointly prepare and submit an Economic Adjustment Assistance application to the Economic Development Administration (EDA). Said application has been submitted and is pending final EDA review and determination, estimated in May or June 2020. The purpose of this MOU is to extend the partnership agreement between R5DC and the Band to carry out and implement the EDA grant award, if awarded, in preparation of a feasibility study and construction application to EDA, under terms outlined in this MOU.

R5DC is the designated Economic Development District (EDD) for the five (5) county area of central Minnesota and includes the Leech Lake Reservation sections located in Cass County. EDA requires its EDD's to submit 5-year Comprehensive Regional Economic Development Strategies (CREDS) every five years in order to qualify for EDA funding support from the federal government. Through this partnership MOU, R5DC and the Band will qualify to receive federal funding from EDA under its Economic Adjustment Assistance program(s) and follow-up Construction Program.

The specific goal for submitting said application to the EDA is to develop a comprehensive workforce program on the Leech Lake Reservation. The objectives are to create more than 100 living wage jobs, reduce the number of homeless and increase the number of affordable housing opportunities for Tribal members living on the reservation. The goal and objectives are detailed in the first phase planning grant; leading to a second phase EDA construction application to be implemented in 2021.

This MOU will become effective upon signing in writing by both parties and will remain in effect until the end of the EDA funding support for the project(s), including all reporting requirements referenced in any and all EDA contracts.

### III. Responsibilities

Both parties agree to observe and abide by all relevant laws and regulations on safeguarding of client information for any and all 3<sup>rd</sup> party entities that may be contacted or engaged as part of this project.

Each party will appoint a person to serve as the official contact and coordinate the activities of each organization in carrying out this MOU. The initial appointees of each organization are:

Leech Lake Band:

Randy Finn

218-760-0045

[randy.finn@llojibwe.net](mailto:randy.finn@llojibwe.net)

Region Five Development Commission:

Cheryal Lee Hills

218-270-0188

[chills@regionfive.org](mailto:chills@regionfive.org)

Given that R5DC is the coordinator of the Federally approved Economic Development District, EDA has made a strong recommendation for the Band and R5DC to coordinate on all applications, payments made from EDA grant proceeds and deliverables per contract schedules and terms.

R5DC will:

- ✓ Assist Band respond to EDA follow-up requests from initial grant application submission;
- ✓ Provide lead administrative work in consultation with Band in drafting, publishing and securing any required 3<sup>rd</sup> party bids for project related tasks, including identifying & selecting consultant(s) to do feasibility studies, complete preliminary engineering reports, environmental narratives, assessments and associated due diligence and evaluation reports as required by EDA;
- ✓ Assist and lead as agreed to with Band to submit grant applications to enhance project goals and objectives, including grants and subsidies to pay for R5DC staff time and associated expenses billed at cost;
- ✓ Provide administrative leadership and liaison with EDA, Band and other project partners;
- ✓ Provide project progress reporting with Band contacts and others as required by EDA;
- ✓ Other tasks and unforeseen events as agreed upon by the Band, R5DC and EDA.

**Band will:**


- ✓ Assist R5DC in all areas requested by EDA and referenced in contract grant agreement;
- ✓ Secure all Tribal related information and data necessary and germane to project as requested by R5DC and EDA;
- ✓ Work closely with R5DC staff and project consultants in implementing and completing the feasibility study, identifying panelized housing firms and suppliers for proposed manufacturing facility and subsequent design work;
- ✓ Work with consultant(s), R5DC and other project partners in identifying labor supply components, training and financing programs as related to vertically integrated workforce project and project related tasks outlined in EDA contract;
- ✓ Assist R5DC in preparation and submission of grant applications to fund various project related expenses; make available all pertinent information, data, and records under its control for R5DC to use in the performance of this agreement, or to assist the R5DC to obtain such records, data and information;
- ✓ Other tasks and unforeseen events as agreed to with R5DC and EDA.

**IV. Other:**

At this point in time the only anticipated expenses not provided by the EDA grant are for an Environmental Narrative estimated at \$10,000 for LLBO time and \$25,000. for R5DC staff time. To cover these costs, R5DC and the Band will apply to the Blandin Foundation for a total estimated investment of \$35,000.00.

The terms of this agreement are effective upon signed by both parties and will terminate upon final written report to the EDA. This MOU may be extended upon mutual agreement and either party may terminate it upon 30 days written notice to the other party without penalties or liabilities.

The signing of this MOU is not a formal agreement. It implies that the signatories will strive to reach, to the best of their ability, the objectives outlined in this MOU.

Authorized for Band  \_\_\_\_\_ 4/30/2020  
Randy Finn Date

Authorized for R5DC  \_\_\_\_\_ April 29, 2020  
Cheryal Lee Hills Date