

REAL ESTATE CONVEYANCE TO PRIVATE PARTIES FOR PUBLIC PURPOSES POLICY

PURPOSE: This purpose of this policy is to standardize the procedure by which County owned property is gifted to private nonprofit agencies.

SCOPE: This policy will set up the conditions under which real estate owned by Black Hawk County will be conveyed to private 501(c)(3) organizations, and to set forth the documents required by the County prior to consideration.

POLICY: It is the policy of Black Hawk County, Iowa, to allow private 501(c)(3) entities to receive property owned by Black Hawk County in the following manner and subject to the following terms and conditions:

- A. Parties requesting conveyance of property held by Black Hawk County will submit a written proposal for consideration by the Board of Supervisors. This proposal will include the following information:
 - 1. Proof of United States Internal Revenue Service 501 (c)(3) non-profit status or pending application.
 - 2. Stated purpose for use of the property to serve the public interest. A program outline including program administrative plan, responsible parties, and program goals.
 - 3. Projected rehabilitation budget and identification of resources for property management including anticipated public and private sources of operating capital. Donations of goods, services, and volunteer labor should be included.
 - 4. The parties shall submit proof of legal status.
- B. Parties shall agree to provide to the Board of Supervisors the following as a condition of conveyance:
 - 1. An annual project report, which will include rehabilitation costs, completion dates, and occupancy information. This report shall be due for a period of three (3) years and, by agreement of the parties, may be extended.
 - 2. The program administrator annually will describe, to date, program goals and accomplishments. This report shall be due for a period of three (3) years and, by agreement of the parties, may be extended.

Properties shall be conveyed by issuance of a quit claim deed by Black Hawk County.