REGIONAL PRIORITY PROJECT PRIORITIZATION PROCESS

PROJECT INFORMATION FORM

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PROJECT NAME:

TYPE OF PROJECT:

- ☐ Infrastructure:
  - ☐ Water
  - ☐ Wastewater
  - ☐ Broadband
  - ☐ Transportation
  - ☐ Public Facility
  - ☐ Other
- ☐ General Development:
  - ☐ Industrial
  - ☐ Commercial
  - ☐ Residential
  - ☐ Mixed
- ☐ Site/Facility Development for Specific Business
- ☐ Workforce Development
- ☐ Business Development
- ☐ Other:

PROJECT SPONSOR:

Organization Name

Organization Mailing Address

Organization Email

Organization Phone

Contact info for the person submitting project information:

Name

Title

Mailing Address

Email

Phone

PROJECT PRINCIPAL(S) (if different than above):

Person 1:

Name	
Title	
Organization	
Mailing Address	
Email	
Phone	

Person 2:

Name	
Title	
Organization	
Mailing Address	
Email	
Phone	

PROJECT DESCRIPTION - Provide a brief (2-3 sentence) description of the project. (500 character limit):

DETAILED PROJECT DESCRIPTION (5000 Characters):

PROJECT LOCATION (3000 characters):

Provide the physical location of the project and/or the area to be served by the project

PROJECT PURPOSE AND BENEFITS (3000 Characters):

Describe the purpose and benefits to the region of the project. Describe if/how the project builds capacity within the region for improved economic development or community development, builds capacity in the region for improved economic and community development, and/or advances the goals and objectives of the region's Comprehensive Economic Development Strategy (CEDS) and/or regional plans, and addresses the most pressing needs of the region.

PROJECT TIMELINE, MILESTONES, AND STATUS (3000 Characters):

Describe the project timeline, the current status, and impediments to proceeding. Include factors such as site control, engineering and design, financing/funding identification and commitment, and permitting. Clearly identify where the project is within the project timeline and what work remains.

PROJECT PRINCIPAL EXPERIENCE/PARTNERSHIPS (3000 Characters):

Describe project principals' experience managing federal or state grants, and/or successfully developed similar business models, their ability to complete the project, and describe any partnerships that will help ensure success.

PROJECT SUPPORT AND REGIONAL NEED (4000 Characters):

Describe how the project is consistent with identified local and regional goals, advances regional needs identified in the region's CEDS and/or regional plans or is supported by reports or public forums. Describe the community support for the project and any community engagement that has occurred. Include reference and link to region's CEDS, the municipal and/or regional plan, and reports, or forums identified. Also describe how the project leverages regional human, social, financial, cultural, and/or physical capital, and supports, compliments, or enhances existing efforts.

PROJECT COST, IDENTIFIED AND COMMITED FUNDS/FINANCING, AND FUNDING GAP:

Provide the total project cost and complete the simple sources and uses chart.

Total Project Cost:

Sources:

Source	Amount
Total Sources:	$ 0

Uses:

Use	Amount
Total Uses:	$ 0

Funding Gap: **$ 0**

Note: Uses must exceed sources or there is no funding gap

Budget Narrative (3000 Characters):

Describe the amount of funds/financing that have been identified and include a clear status of the funds (Received, committed, applied for, identified, etc.) including the dates of receipt, commitment, application, expected distribution, etc. Clearly identify any funding gap. Also, identify the type of resource (cash, grant, loan, sponsor in-kind, third party in-kind, etc.) and describe which resources can serve as a match, noting that, for example, some grant sources do not allow matching federal funding with other federal funds. Clearly identify any funding gap and identify the state or federal resources that you expect might help fill the gap.

JOB CREATION (4000 Characters):

Provide an estimate of the number of permanent and temporary jobs to be retained and/or created by the project, including the period of time over which new jobs will be created.

CLEAR FORM

PRINT FORM