

CEDS Project Solicitation Form

Name of Person Completing this Form			
Municipality or Organization Submitting this Form			
Contact Information of Person Completing this Form		Phone:	E-mail:
Of all projects, programs or initiatives submitted by your community or organization, this one ranks		Insert Rank #	of Insert Total # Projects Submitted
Is the project/program/initiative a:		<input type="checkbox"/> Capital project	<input type="checkbox"/> Other Type of project

Project Name:

Project Location:

Narrative: Please describe the project/program/initiative and indicate if the project is a new project or part of one that has been previously initiated. Identify what aspects of the action agenda (numbered goals and objectives) this project meets. Provide adequate detail to demonstrate the vision and scope of the project/program/initiative and any other essential factors. **(Can result in up to 25 points for a very clear vision, scope and details; fewer points for a somewhat clear or vague description.)**

Project/ Program/ Initiative Information	For information only – to be completed by CEDS Committee	
	For Capital Projects	For Other Projects
	Maximum Points	Maximum Points
1. Is the project/program/initiative ready-to-go now or in the planning stage?		
<input type="checkbox"/> Ready-to-go – planning or design done, all regulatory approvals in place, all required legal agreements in place, key financial commitments in place, etc.	10	10
<input type="checkbox"/> Planning stage – no or partial planning design work done, partners identified but not fully committed, financing not in place, etc.	5	5

Please use additional sheets as necessary to help us understand your proposed project/program/initiative.

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<p>2. How feasible is the project/ program/ initiative within market, budgetary, regulatory or other measures? Please attach a brief narrative addressing this question in terms of the items listed below or others you believe are appropriate.</p> <p><input type="checkbox"/> Very Feasible– professionally prepared supporting planning or design done, assumptions are reasonable, significant financing committed, regulatory hurdles minimal</p> <p><input type="checkbox"/> Somewhat Feasible– some key project elements missing, some assumptions questionable, financial hurdles underestimated, etc.</p> <p><input type="checkbox"/> Marginally Feasible – key project elements missing, assumptions questionable, financial and regulatory hurdles considerable</p>	<p>10</p> <p>5</p> <p>1</p>	<p>10</p> <p>5</p> <p>1</p>
<p>3. What is the project/program/initiative budget? \$ _____</p> <p>Is the project budget:</p> <p><input type="checkbox"/> Detailed and firm – good supporting documentation based on detailed plans</p> <p><input type="checkbox"/> Estimated – estimates based assumptions and/or questionable data</p> <p><input type="checkbox"/> Unknown at this time</p> <p>Please provide appropriate information substantiating your assessment of the project/program/initiative budget.</p>	<p>5</p> <p>3</p> <p>0</p>	<p>5</p> <p>3</p> <p>0</p>
<p>4. How much non-EDA funding has been identified? See the Budget Information Worksheet on page 5.</p> <p>\$ _____ which is _____% of total project cost and it is:</p> <p><input type="checkbox"/> Already committed (Please provide documentation)</p> <p><input type="checkbox"/> Expected to be committed by _____</p> <p><input type="checkbox"/> Not committed at this time</p> <p>List the sources of the non-EDA funding and the amounts:</p> <p>\$ _____ from _____</p> <p>\$ _____ from _____</p> <p>\$ _____ from _____</p> <p>\$ _____ from _____</p>	<p>10</p> <p>5</p> <p>2</p>	<p>10</p> <p>5</p> <p>2</p>
<p>5. Is the amount of non-EDA funding considered</p> <p><input type="checkbox"/> Significant – more than 80% of project cost</p> <p><input type="checkbox"/> Moderate – between 30% and 80% of project cost</p> <p><input type="checkbox"/> Small or none – less than 30% of project cost</p>	<p>10</p> <p>5</p> <p>2</p>	<p>10</p> <p>5</p> <p>2</p>

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6. Necessary environmental reviews and assessments are: <input type="checkbox"/> Completed (Please provide documentation) <input type="checkbox"/> In process (Please provide documentation) <input type="checkbox"/> Planned <input type="checkbox"/> Have not been considered yet <input type="checkbox"/> Not applicable	5 3 1 0 3	NOT APPLICABLE
7. Does the municipality or developer have control of all or most of the project area? <input type="checkbox"/> Yes – all of the project area (Please provide documentation) <input type="checkbox"/> Some – ____% of the project area (Please provide documentation) <input type="checkbox"/> None of the project area <input type="checkbox"/> Not applicable	5 3 0 3	NOT APPLICABLE
8. Does the project/program/initiative have a realistic schedule for obtaining land use approvals? <input type="checkbox"/> Yes (Please provide documentation) <input type="checkbox"/> No <input type="checkbox"/> Not applicable Please describe the land use approvals needed: _____ _____	5 0 3	NOT APPLICABLE
9. Does the project have regional economic significance? <input type="checkbox"/> Yes Please attach a brief narrative describing what that regional significance is <input type="checkbox"/> No	10 5	10 5
10. What employment is expected to be generated or saved by this project/program/initiative? _____ Construction Jobs _____ Full time or full time equivalent Jobs _____ Part time Jobs	10	10
11. What percentage of the jobs to be created or saved will be available to unemployed, underemployed or low-income residents? _____% (Please provide a brief narrative discussing how this will be accomplished)	5	5
12. Points based on community or organization's ranking of this project among submitted projects This will be awarded based on your ranking shown on the page 1.	5	5
MAXIMUM TOTAL POINTS	115	100

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Project Readiness Worksheet			
1. Engineering	Has preliminary engineering been completed to confirm project feasibility and costs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Engineer:
2. Property Acquisition	If property is required by this project, has it been secured by a binding property interest (title or option to purchase)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, describe status:
3. Consistency with Local, Regional, & State Land Use Policies & Plans (maps)	Is the project within a designated State POCD Development Area and shown on the appropriate maps?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, how are you planning to proceed to prepare and submit application for changes?
4. Zoning	Is the project location now appropriately zoned or is it identified in a plan for a zone change?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Explain
5. Environmental Issues	Describe any mitigation plan in place or planned to address environmental issues identified or anticipated:		
6. Permits	Describe any local approvals including special permits, inland wetlands, and site plan which will be required by the project and your plans for obtaining:		
7. Capacity of Applicant to Implement Project	Describe how you plan to manage the proposed project with staff and/or consultants if funded:		

Please use additional sheets as necessary to help us understand your proposed project/ program/ initiative.

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Project Budget and Employment Worksheet						
Project Name:						
Total Cost	\$			Project Start Date		
		Percent of Total		Project Finish Date		
Local Share	\$	%		# of Construction Jobs _____		
State Share	\$	%		# of Permanent Jobs _____		
EDA Share	\$	%		Full-time or FTE _____		
Other Federal Share(s)	\$	%		Part-time Not FTE _____		
Private Funding	\$	%		Total Project Cost Per Permanent Job Calculate based on Total Project Cost ÷ (Full-time and FTE jobs + 50% of Part-time Not FTE jobs) \$ _____		

Private Investment Supported

In addition to private funding to be used in meeting project costs, describe what can be expected as additional private investments resulting from the project. For example, _____ SF of building space constructed at a projected cost of \$_____.

\$ Value	Description of Private Investment
\$	
\$	
\$	
\$	
Estimated Total Increase in Local Tax Base (Assessed Value) \$	

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