Economic Resilience and Recovery Program

Statewide Application Questions

PARTICIPANTING REGIONS:

PARTICIPATING LOCALITIES:

LEAD REGION:

LEAD SUPPORT ORGANIZATION:

PROJECT NAME:

APPLICANT:

CONTACT PERSON/EMAIL/PHONE:

DATE OF SUBMISSION:

ECONOMIC IMPACT

1. Provide a detailed overview of the proposed project and project activities included in the project budget. If the full project scope goes beyond the reflected budget, please provide a breakdown of the current and later phases of project activities. **ATTACHMENTS**: A 1-2-page Executive Summary should be uploaded with the application.

2. Identify the project goals, approach, and outcomes, and how/if the project relates to the participating regions' Economic Growth and Diversification plans. Describe how it serves targeted industry sectors in those plans or other highly-impacted locally traded sectors, supports the goals of GO Virginia, and contributes to mitigate the economic impacts of the COVID-19 health crisis statewide.

3. Describe the project timeline and the specific project milestones that will be utilized to track project progress and fund disbursement. Address the applicant's ability to meet these milestones and to take remedial actions in the event that they are not achieved. **ATTACHMENTS**: Project Milestones including a proposed Drawdown Schedule should be uploaded with the application.

4. Provide a detailed description of any performance metrics that will be used to quantify success, both quantitative and qualitative, and how the metrics were developed.

5. In terms of interregional collaboration, how do the ROI, performance metrics, and/or economic impact take into consideration the varying populations of the participating localities and/or regions. How will the applicant ensure that project activities occur in each region and/or statewide?

REGIONAL COLLABORATION

6. Describe the service area of the project. Identify localities participating in the project (financially or administratively) as well as those localities that are served by the project. **ATTACHMENTS**: Relevant letters of commitment (including in-kind contribution forms) or support from localities or local government entities should be uploaded with the application.

7. Identify cost efficiencies, repurposing of existing funds, drawdown of federal relief or stimulus funds, leveraging of existing assets, and/or other evidence of collaboration that can be demonstrated as a result of the project.

8. Discuss existing grant requests or programs with similar goals and indicate how the proposed project is not duplicative of, but additive to, other efforts to mitigate the economic impact of the COVID-19 crisis or assist in the economic recovery of the lead region and service area.

PROJECT READINESS

9. Describe all partner organizations involved with the implementation of the project, including the entity's role, financial or in-kind commitment, and capacity to successfully execute their duties as they relate to the project. These may include but are not limited to school divisions, community colleges, public and private institutions of higher education, economic and workforce development entities, local governments, regional organizations, planning district commissions, nonprofit organizations, and private-sector entities.

10. Identify the primary project manager(s) from each region, and how they will facilitate project implementation across regions. Describe the division of responsibility and the plan for communication between project administrators, support organizations, higher education institutions, private businesses, etc. from across regions.

11. Discuss any major barriers to successful implementation and other associated risks along with a plan to overcome them. How will the project administrator address these barriers?

12. Discuss prerequisite activities undertaken by the collaborating parties to increase efficiency with regard to program delivery and support for the project once launched.

13. Discuss how the lead regional council and project developers have consulted with subject matter experts regarding the efficacy and viability of the proposal and how the methodology and approach has been validated.

14. Discuss how the lead regional council and project developers have consulted with local government entities regarding the strategy and implementation of the project.

15. Identify the total project budget and the sources and uses for matching funds and leverage.

   a. Does the project have the required $2:1 match? If so, what are the sources/uses for these funds?

   b. Are any additional funds or in-kind contributions serving as leverage for the project? If so, what are the sources/uses for these funds?

   c. **ATTACHMENTS**: Financial commitment letters and In-Kind Contribution forms should be uploaded with the application.

PROJECT SUSTAINABILITY

16. While the ERR Program is designed to address regional economic recovery in near term, long term sustainability is less of a factor in the review process. If relevant, please describe if the program aspires to achieve stable, long-term sustainability beyond the initial funding period?

REQUIRED ATTACHMENTS

Executive Summary

Milestones Overview and Drawdown Schedule

Performance Metrics

Letters of Financial Commitment

In-Kind Contributions Forms (DHCD Template)

Budget Overview (DHCD Template)

Letters of Support

Letters of Endorsement from Partnering Regional Councils

OPTIONAL ATTACHMENTS

- Resume for Project Managers
- CAMS allows space for up to 4 additional attachments