



GO Virginia Region One Grant Application Guidelines

Updated: October 10, 2018

Note: Grant guidelines will remain in effect until December 31, 2018 or until GO Virginia guidelines are revised per the State Board or the Virginia Department of Housing and Community Development.

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GRANT GUIDELINES

The GO Virginia Region One Council is accepting proposals for funding. Region One includes the counties of Bland, Buchanan, Carroll, Dickenson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington Wise, and Wythe; and the cities of Bristol, Galax, and Norton.

INTRODUCTION

The Virginia Initiative for Growth and Opportunity (GO Virginia) was created by the passage of legislation during the 2016 General Assembly session. The objective of the GO Virginia initiative is to promote the creation of high wage careers, private sector job growth, and diversification across the Commonwealth through incentivized regional collaboration. GO Virginia funding seeks to grow jobs paying higher than the regional annual average wage which for Region One is \$33,865.

All proposals must align with the Region One Growth and Diversification Plan (“the Plan”) which prioritized regional needs and opportunities. The Plan, which is available at <http://www.goswva.org/growth-diversification-plan> will serve as a guide to applicants in identifying actionable grant requests. All projects must be completed within two years of funding. Payment of grant funds will be made upon the achievement of project milestones as outlined in the grant application.

GRANT OPPORTUNITIES

The GO Virginia Region One Council offers two grant opportunities for applicants.

1. Enhanced Capacity Building Program Projects

This Program will develop platforms to support various collaborative approaches, increase efficiency, provide a deeper and consistent level of support, assess and reduce risk, and provide more focus on broad concepts outlined in the Region One Growth and Diversification Plan. Such projects should create the opportunity for regions to share information on best practices and validate platforms that may lead to more collaboration and future grant requests with similar goals. Ultimately, enhanced capacity building projects are intended to examine how a subsequent future project grant request will be supported through the creation of this platform. Proposed enhanced capacity building projects will not have direct economic outcomes. Applications for enhanced capacity building should include in detail:

- Inventory of existing programs with similar goals,
- Gaps in current programs that the proposed project will fill,
- The resources and structures needed to ensure the success of the enhanced building capacity initiative, and
- An exploration of how the enhanced capacity building effort could contribute to the success of associated future grant requests.

For enhanced capacity building projects requesting less than \$100,000, contact the Region One support organization for an abbreviated application.

2. Collaborative Grant Projects

This Program focuses on collaborations between two or more localities focused on direct economic impacts to Region One. Examples of projects include but are not limited to efforts aligned with the Growth and Diversification Plan's targeted industries which include advanced manufacturing, agriculture/food/beverage manufacturing, information and emerging technologies, and energy and minerals. Specific strategies for each project initiative to support existing local companies and entrepreneurs, as well as promote investment and location of prospective industries include:

- Talent Development: Education, Workforce and Leadership Capacity
- Entrepreneurship and Innovation
- Infrastructure

The GO Virginia Region One Council reserves the right to make no funding awards or withhold funds should the proposed grant requests not meet certain minimum requirements or address the goals or purposes of the Growth and Diversification Plan.

Please direct questions regarding this application packet to Robyn Lee at 276-254-2396 or via email at rlee@uvawise.edu.

ELIGIBLE APPLICANTS

Public or private entities that may pursue and administer grant funding include, but are not limited to, localities (counties, cities or towns), political subdivisions, foundations, non-profit entities, colleges and universities, other educational entities, economic development organizations, workforce boards, local governments, regional council support organizations, and other stakeholder organizations. Private companies may apply to participate in or manage a project (in cooperation with the collaborating localities and stakeholders); however, grant funds should not be used as economic development incentive payments or to promote the activities of a single entity. Grant funds are to be used to support the implementation of requests aligned with plan priorities and offer broad community benefits. Evidence of financial participation by the collaborating "localities" is required as part of any grant application and must meet the minimum threshold (outlined below) for such participation.

COLLABORATION

All proposals (both Enhanced Capacity Building Program Projects and Collaborative Grant Projects) require the collaboration of at least two localities, which may be any combination of counties, cities and towns and/or political subdivisions, public bodies corporate and politic. Political subdivisions or public bodies corporate that represent the same county or city will not be counted as a separate locality. A town may petition the GO Virginia Council and Board to be counted as a separate locality from the county that it is located in.

FUNDING MATCH

All grant requests for funds must be matched at least dollar for dollar by non-state appropriated sources such as non-state public entities, federal or local funds, private sources or in-kind contributions. It is the Goal of the GO Virginia Board that among the participating localities in a regional collaboration, there be a local contribution of not less than 20% of the required match or \$50,000, whichever is greater, in the aggregate, per proposed project. Projects that address issues which impact more than 50% of the population of a GO Virginia region are encouraged to meet this minimum match requirement from local governments, but are not required to do so. The local contribution may come from any combination of the participating localities and political subdivisions. If the participating localities identify actions that they will take which result in cost efficiencies that provide resources for the proposed regional project, such funds shall be worth a 50% bonus in meeting the local contribution requirement. Existing investments by localities and political subdivisions that are redirected, repurposed, or refocused towards collaborative regional grant requests will count as a local match.

To meet the local contribution requirement, the application will identify the methods the participating localities have undertaken, or will undertake during the proposed grant term, to make available the required local contribution. The Board reserves the right to waive the local contribution for enhanced capacity building efforts that demonstrate an ability to benefit multiple regions or grant requests. The local contribution may take the form of cash, revenue sharing, dedication of locally owned or controlled assets to the proposed regional project, reallocation of existing funds, in-kind contributions or other local resources. Applicants are encouraged to meet the match requirement. If a waiver is requested, documentation is required describing efforts made to obtain the required match. For enhanced capacity building projects under \$100,000, the \$50,000 local contribution is not required.

RETURN ON INVESTMENT

For all proposals (both Enhanced Capacity Building Program Projects and Collaborative Grant Projects), “return on investment” should be calculated or estimated. This is one of the key measures used by the State Board in making funding allocations. The proposed return on investment not only covers direct job creation and capital investment measures, but under GO Virginia, the proposed grant requests should focus on long-term, sustainable change, economic diversification, and regional collaboration, so some measures of success may be behavioral and thus, harder to measure. Further, GO Virginia expects that funds will have a broad community benefit that supports activities across local boundaries.

To calculate the anticipated return on investment for proposed grant requests, applicants should:

1. Outline the anticipated jobs and capital investment that may accrue from the project over a three-year period after the project is complete, as well as over a longer term.

2. Outline the anticipated state and local tax revenues that will be generated as a result of the proposed activity. Please note that the State Board will give preference to those applications that can demonstrate that the GO Virginia portion of grant funds are recouped within three years, however, projects that may have a smaller return in the initial phases, but a larger anticipated longer-term impact may receive special consideration.
3. Outline other measures of success and financial viability (i.e. new collaborative agreements, revenue sharing, cost savings and efficiencies).
4. Discuss previous successes involving the applicant on similar initiatives.
5. $ROI \% = (\text{Revenues from Investment} - \text{Cost of Investment}) / \text{Cost of Investment}$.
6. For assistance in calculating the ROI, please use the [GO VA Per Capita ROI Template](#).

LETTER OF INTENT

It is recommended that organizations and entities present a letter of intent at least 60 days prior to the scheduled Region One Council meetings if planning to submit an application for GO VA funding.

The letter of intent should include the following:

- Name of applicant, contact person and contact information
- Proposed partners and nature of the partner support and/or role in the project
- Participating localities
- Project title and description
- Estimated total project cost and GO VA grant request

Letters of intent will provide the Region One Council an understanding of potential projects and may initiate early discussions regarding project ideas. These letters do not represent a complete application, which must be submitted by deadlines set by the regional council. Please send letters of intent to:

Robyn Lee
The University of Virginia's College at Wise
One College Avenue
Wise, Virginia 24293
rlee@uvawise.edu

FULL APPLICATION SUBMISSION

Full applications for GO Virginia Region One per capita funding must be submitted 30 days prior to the scheduled Region One council meetings and received by 5:00 p.m. Applications meeting this criteria will be given full consideration by the Region One Council for submission to the state GO Virginia Board for review.

Applicants can mail a flash drive or submit their application through a secured online Box account. Upon receipt of the Letter of Intent, the Box account will be sent to the applicant.

Robyn Lee
The University of Virginia’s College at Wise
One College Avenue
Bowers-Sturgill Hall, Room 212
Wise, Virginia 24293
rlee@uvawise.edu

This grant application will remain in effect until December 31, 2018 or until GO Virginia guidelines are revised per the State Board or the Virginia Department of Housing and Community Development. Applicants are advised to check the GO Virginia Region One website for updates.

2018 Region One Application Deadlines:

GO VA Region 1 LOI Deadline	GO VA Region 1 Application Deadline
April 6, 2018	May 4, 2018
June 8, 2018	July 9, 2018
August 3, 2018	September 3, 2018
October 5, 2018	November 5, 2018

During the review process, applicants may be asked to provide additional information or documents either in person or in writing.

GRANT SCORING CRITERIA

In determining the eligibility of the region and the amount of monies to be awarded for grant requests, the GO Virginia Board and the Region One Council will follow these weighting criteria. The GO Virginia Board reserves the right not to make an award to proposed grant requests that have a low score in one or more of the following areas:

Economic Impact – 35%

- The application outlines the expected return on investment of the proposed project and the timeline for achieving that return.
- The application demonstrates the proposed project's alignment with the Region One of the Plan.
- Grant requests (submitted from smaller economic regions) that have a larger impact with the creation of higher paying jobs and economic diversification, based upon the return on investment model will receive higher scores.
- The project outlines both behavioral as well as tangible results that will come from the collaboration.
- The project focuses on industries where more than 50% of the revenue comes from out-of-state.

Regional Collaboration – 30%

- The number and percentage of localities within the region that are participating in the proposed project and the portion of the region's population represented by the participating localities.
- Participation of the localities or regions (including interstate collaborations) that are outside of the applying region.
- Cost efficiencies, repurposing of existing funds, leveraging of existing assets, or other evidence of collaboration that can be demonstrated as a result of the proposed project.
- The amount of involvement in the project by businesses, colleges and universities, and other public/private entities within the region in the conceptualization of and the implementation of the project.
- The amount, timing, and form of the proposed project match that outlines the depth of the commitment by the public/private funding partners to the effort.
- Inventory existing grant requests or programs with similar goals to ensure the proposed project is not duplicative of, but additive to, other efforts to support economic diversification and the creation of more higher-paying jobs.

Project Readiness – 20%

- Project application demonstrates that the project partners have the capability to successfully execute the project.
- Project application demonstrates that the regional council has consulted with subject matter experts regarding the efficacy and viability of the proposal.
- The project application outlines how the project may be coordinated with existing efforts in the region.

- The project application fully analyzes the barriers to successful implementation and other associated risks along with a plan to overcome them.
- Project application reviews any prerequisite activities undertaken by the collaborating parties to increase efficiency with regard to program delivery and to ensure a deeper and consistent level of support for the project once launched.
- Project application demonstrates the project partners, including the lead public or private administering entity, have sufficient financial management and personnel to ensure compliance with the grant agreement.

Project Sustainability – 15%

- A plan for how a project will be sustained after grant funds are exhausted.
- Demonstrated ability to meet the project performance metrics and to take remedial actions in the event those measures are not achieved.
- Demonstrate leverage above the required amounts from any source.

GO Virginia Region One

GRANT APPLICATION SUBMISSION REQUIREMENTS

- Applications and all attachments must be created as a Word document and uploaded to the applicant's Box account, which will be set up upon receipt of the Letter of Intent.
- If recommended for funding, applications will be loaded into the Virginia Department of Housing and Community Development's Online Portal by the GO Virginia support organization, UVa-Wise. This system limits answers to 6,000 characters for each question. Please attach as a separate document with your response to any question that exceeds this limit.
- All attachments, templates, and project charts are to be submitted as separate documents and should not be embedded within your response to any question. Applicants are encouraged to reference all attachments in the narrative as they pertain to each question. *Required and optional attachments and templates are listed on pages 14 & 15 of this document.*
- Any project proposal that involves In-Kind match (i.e. any goods/services that are donated or provided free of charge), must provide an In-Kind document completed by the entity that is providing the match and submitted with the application as a match.
- Please ensure budget is accurate and includes a supporting narrative.