**GO Virginia Region One**

# **Application for Administrative Approval**

Enhanced Capacity Building Projects Requesting $100,000 or Less and Broadband Infrastructure Planning Projects

Updated April 2022

**Applicant Organization:**

**Mailing Address:**

**City:**

**State:**

**Zip Code:**

**Website:**       **EIN:**

**Project Primary Contact:**

**Title:**

**Email address:**       **Phone:**

**Project Fiscal Agent:**

**E-mail address:**       **Phone:**

**Project Name:**

**GO Virginia Funding Request:**       Match Amount:       Additional Leverage:

**Total Project Cost:**

**GO Virginia Region One**

**Application for Administrative Approval**

# **REGION ONE**

# **SUPPORT ORGANIZATION: UVA Wise**

# **APPLICANT:**

# **APPLICATION QUESTIONS:**

1. Please list the participating localities (a minimum of 2 is required) and explain their role in project administration.

1. Please indicate the participating and impacted localities (Region One localities include: The counties of Bland, Buchanan, Carroll, Dickenson, Grayson, Lee, Russell, Scott, Smyth, Tazewell, Washington, Wise and Wythe, as well as the cities of Bristol, Galax and Norton).

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| --- | --- | --- |
| **County/City** | **Participating** | **Impacted** |
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1. Identify the organizations/localities collaborating on this project as well as their resource contribution (Example: Monetary contribution, steering committee, rental space, property, staff time)

**Letter of Support:** This includes a letter stating an entities’ general support of the project. These are testimonials that express how people, businesses, and organizations are displaying general support of a project.

**Letter of Commitment:** This includes a letter stating an entities’ agreed commitment to a project. These are formal binding agreements between the applicant and the individual or organization that are actively contributing to a project. This can include a financial commitment in-kind and/or participation on a project steering committee. In-kind commitments can include equipment, property, facilities, personnel/expertise, services, training, travel, and waived fees. These letters must include and clearly state the specific commitment to the project; if in kind, please include the fair market value for the goods or services. The in-kind contribution template will need to be completed for any in-kind source.

**Letter of Financial Commitment:** This includes a letter stating an entities’ agreed commitment to a project. These are formal binding agreements between the applicant and the individual or organization that are financially contributing to a project. This includes a cash commitment to a project. These letters must include and clearly state the specific financial commitment to the project.

*\*Note that all projects must have two or more localities actively participating in a project. This participation can be expressed in a letter of commitment or a letter of financial commitment. Localities include town government, city government, county government, industrial development authority, economic development authority, regional economic development organization, and public-school systems.*

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| **Organization/****Locality Name** | **Resource Contribution**  | **Cash or In-Kind** | **Letter of Support** | **Letter of Commitment**  | **Letter of Financial Commitment** |
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1. Please describe the project budget and sources of matching funds. The Sources & Uses Template should also be used to outline the project budget and $2:1 match.

1. Please provide a brief summary of the project.

1. Please provide the project’s scope of work to include planning activities and expected deliverables.

1. Please describe why this project is a priority for the GO Virginia Region One Council.

1. Please describe how this project aligns with the Region One Economic Growth and Diversification Plan, specifically with Region One’s industry targets and growth strategies.

1. What is the line-of-sight for an implementation project? How does this enhanced capacity building effort contribute to the success of associate future grant requests?

# **REQUIRED ATTACHMENTS (Templates located at** [**www.goswva.org/proposals**](http://www.goswva.org/proposals)**)**

[ ]  Project Application

[ ]  Template 1: Milestones & Deliverables

[ ]  Template 2: Executive Summary

[ ]  Template 5: Budget Project Sources & Uses Template

[ ]  Match Documentation (Commitment Letters and In-Kind Contribution Form if applicable)

[ ]  Letters of Support (Localities participating in the project should provide letters of support)