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**GO Virginia Region One**

# **PER CAPITA GRANT APPLICATION**

October 2023

**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:**

**Type of Project: Please check the project type below:**

[ ]  **Implementation/Collaborative Grant Project** [ ]  **Broadband Infrastructure Project**

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

**Total Project Budget:**

**GO Virginia Region One**

**APPLICATION CHECKLIST** (Please indicate “yes” or “no” to the following questions.)

* Does the project align with the goals and objectives of the Region One Growth and Diversification Plan? [ ] **YES /** [ ] **NO**
* Does the project contribute, either directly or indirectly, to the creation of higher-paying jobs for Region One? [ ] **YES /** [ ] **NO**
* Does the project address, either directly or indirectly, businesses that receive more than 50% of their revenue from out-of-state? [ ] **YES /** [ ] **NO**
* Does the project have at least two localities as contributing partners? [ ] **YES /** [ ] **NO**
* Does the project demonstrate a total match requirement of 1:1 from non-state sources of revenue? [ ] **YES /** [ ] **NO**
	+ If no, does the application request a waiver of the total match? [ ] **YES /** [ ] **NO**
* Are there participating localities contributing at least 20% of the required match? [ ] **YES /** [ ] **NO**

**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).**

|  |  |  |
| --- | --- | --- |
| **County/City** | **Participating** | **Impacted** |
|  | [ ]  | [ ]  |
|  | [ ]  | [ ]  |
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|  | [ ]  | [ ]  |
|  | [ ]  | [ ]  |

**Project Overview**

Summarize the project scope and benefits in approximately 150 words or less.

Click or tap here to enter text.

**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 submitted with the application.

Click or tap here to enter text.

1. Identify the project outcomes and deliverables. For any quantitative outcomes that will measure the impact of the project, be sure to select the most relevant outcomes listed in the [GO Virginia Core Grant Outcomes](https://www.dhcd.virginia.gov/sites/default/files/Docx/gova/regional-materials/gova_core_grant_outcomes.pdf). What mechanism does the project team or its partners have in place to track these outcomes? **ATTACHMENTS:** The GO Virginia Core Grant Outcomes should be uploaded with the application.

Click or tap here to enter text.

1. Describe how the Return on Investment (ROI) estimates were calculated and the timeline for achieving the expected ROI. Include an explanation and source of any data used as the basis for ROI and job projections. ATTACHMENTS: The DHCD ROI template should be uploaded with the application.

 Click or tap here to enter text.

**Regional Collaboration**

1. What local units of government are actively participating in the project? At least two local units of government are required to participate. See the [guidelines](https://www.dhcd.virginia.gov/sites/default/files/Docx/gova/regional-materials/gova-memo-local-participation.pdf) on how to demonstrate regional collaboration through meaningful local participation.

Click or tap here to enter text.

1. Discuss how the Regional Council and project development team consulted with local government entities regarding the strategy and implementation of the project.

Click or tap here to enter text.

1. What industry clusters, as identified in the region’s Economic Growth and Diversification Plan, will this proposal impact? How does this proposal help implement the Plan’s identified strategies and goals?

Click or tap here to enter text.

1. Describe all partner organizations involved with the implementation of the project, including the entity’s role in completing the scope of work, their financial or in-kind commitment, and their capacity to successfully execute their duties as they relate to the project. Partners 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 Issued / last Updated September 2023 2 commissions, and nonprofit organizations. **ATTACHMENTS**: Match Verification Form(s) should be uploaded with this application.

Click or tap here to enter text.

1. Describe private industry involvement in the development and implementation of this project.

Click or tap here to enter text.

1. Identify cost efficiencies, repurposing of existing funds, leveraging of existing assets, or other evidence of collaboration that can be demonstrated as a result of the project.

Click or tap here to enter text.

1. 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 support economic diversification and the creation of higher-paying jobs. Have existing efforts been successful and sustainable?

Click or tap here to enter text.

**Project Readiness**

1. 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.

Click or tap here to enter text.

1. Describe the total project budget, explaining how GO Virginia funds will be used, how matching funds will be used, the sources and uses for matching funds, and any additional leverage for matching funds. Additional leverage may consist of other state funds not eligible for GO Virginia match, or additional federal resources to allow application reviewers to understand the full scope of work that is not part of the required match. **ATTACHMENTS**: Sources and Uses Budget template should be uploaded with this application.
2. Does the application request a waiver of the total match? See the [Match Waiver Request Guidelines](https://www.dhcd.virginia.gov/sites/default/files/Docx/gova/regional-materials/gova-match-waiver-guidance.pdf). Currently, a $1:1 total match is required. **ATTACHMENTS**: Include the total match waiver if applicable.
3. Does the application request a waiver of the local match? Currently, at least 20% of the match must be provided by units of local government. **ATTACHMENTS**: Include the local match waiver if applicable.

Click or tap here to enter text.

1. 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?

Click or tap here to enter text.

1. Discuss any prerequisite activities undertaken by the project partners to increase efficiency of program delivery and support for the project once launched.

Click or tap here to enter text.

1. Discuss how the Regional Council and project development team have consulted with subject matter experts regarding the efficacy and viability of the proposal and how the methodology and approach has been validated.

Click or tap here to enter text.

**Project Sustainability**

1. Discuss how the program will achieve stable, long-term sustainability beyond the initial funding period? Have any funding sources been secured to continue implementing the program or strategy following the exhaustion of these funds?

Click or tap here to enter text.

**Required Attachments: (**[**https://www.goswva.org/apply**](https://www.goswva.org/apply)**)**

All templates and attachments are to be submitted as a separate document and should not be embedded in your response to each question. Please reference these attachments in your narrative document.

[ ]  Milestones & Deliverables

[ ]  Executive Summary

[ ]  GO Virginia Core Outcomes

[ ]  Commonwealth Return on Investment (ROI)

[ ]  Budget Project Sources & Uses

[ ]  Match Verification Form(s)

[ ]  Letters demonstrating [meaningful local participation](https://www.dhcd.virginia.gov/sites/default/files/Docx/gova/regional-materials/gova-memo-local-participation.pdf)

**Optional Attachments:**

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

[ ]  Local Match Waiver Request Form

[ ]  Total Match Waiver Request Form