Guidelines for Preparing a Required

FY2023 PRE-APPLICATION

For Appalachian
Regional Commission
Funding

Table of Contents

General Information

INTRODUCTION

This guidelines booklet has been designed by the Eastgate Regional Council of Governments (Eastgate) staff to assist the applicant in completing a pre-application in consideration of the Appalachian Regional Commission (ARC) program funding. Please read through the booklet before you begin to fill out the project proposal summary form and include attachments. It is encouraged for the applicant to contact Eastgate to discuss their potential project.

OUTLINE OF ELIGIBLE PROJECTS

ARC is a regional economic development agency which partners with local, state and federal entities to provide resources to improve the lives of the people of Appalachia. Listed below are the five goals of ARC that are used as part of the strategic planning process to guide economic and community development in the Appalachian Region:

Goal 1: **Building Appalachian Businesses** - Strengthen and diversify the Region's economy through inclusive economic development strategies and investments in entrepreneurship and business development.

Goal 2: **Building Appalachia's Workforce Ecosystem** - Expand and strengthen community systems (education, healthcare, housing, childcare, and others) that help Appalachians obtain a job, stay on the job, and advance along a financially sustaining career pathway

Goal 3: Building Appalachia's Infrastructure - Ensure that the residents and businesses of Appalachia have access to reliable and affordable utilities and infrastructure in order to successfully live and work in the Region.

Goal 4: **Building Regional Culture and Tourism** - Strengthen Appalachia's community and economic development potential by preserving and investing in the Region's local, cultural heritage, and natural assets.

Goal 5: **Building Community Leaders and Capacity** - Invest in the capacity of local leaders, organizations, and communities to address local challenges by providing technical assistance and support to access resources, engage partners, identify strategies and tactics, and conduct effective planning and project execution.

In addition to the Federal ARC Investment Goals, each state annually prepares its own Strategy Statement to reflect regional strategies. Projects submitted for ARC funding consideration **must meet at least one of the Federal and State goals, which are outlined in EXHIBIT 1 beginning on page of 15 of this booklet.** Please refer to EXHIBIT-1 when completing your ARC Pre-Application.

To meet these goals, ARC provides funding for such projects as education and workforce training programs, highway construction, water and sewer system construction, infrastructure, broadband, small business start-ups and expansions, and increase access to affordable high-quality healthcare.

> Broadband/technology Initiatives: Technology related projects considered for funding should be creating or expanding publicly available high speed, internet service to areas where such access is not available or adequate. Projects not eligible for funding include systems or databases that have a direct government application such as: acquisition of software or technology for a county courthouse; enhanced communication systems for public safety agencies.

> Public Infrastructure Projects: Eligible public water and sewer projects must be addressing an Environmental Protection Agency (EPA) mandate or findings and orders, OR carry an economic development component (new job creation and private sector investment). **Infrastructure projects requiring a Permit-to-Install (PTI) must have PTI obtained before applying for ARC funding.**

Transportation Projects: Transportation related projects must include expansion or improved access to the Appalachian Development Highway System or construction of new access roads for private sector companies which create jobs and improve economic development

Access Roads: Funds from the Federal Highway Trust Fund targeted to better link the region's businesses, communities, and residents to the Appalachian Development Highway System and to other key parts of the region's transportation network. Any requests made for Access Road funds must comply with the Federal Highway Administration and the Ohio Department of Transportation (ODOT) program requirements. These funds must be administered by ODOT as the ARC Basic Agency.

NON-ELIGIBLE PROJECTS:
Non-eligible projects include traffic signals, road maintenance, parking lots, flood mitigation, and public safety related projects.

EASTGATE FY2023 PRIORITIES
The Eastgate Local Development District (LDD) project priorities are listed below. They are a reflection of the current ARC Federal and State goals.

1. Create and/or retain private sector jobs in the District
2. Extend or upgrade water or sewer service to residents of the District
3. Support workforce development in the recovery to work efforts of overcoming opioid addiction.
4. Provide job skills training/workforce development for residents of the District
5. Develop/improve infrastructure for residents of the District
6. Improve economic opportunity: Health services, infrastructure, access roads
7. Improve broadband access
8. Improve AHDS and access roads to decrease isolation and increase job creation
9. Strengthen economic development by leveraging natural and cultural assets
10. Foster leadership and community capacity

Eligible Applicants
- o Political subdivisions (county, city, village)
- o Educational institutions (school district and vocational school districts, colleges, and universities)
- o Public institutions (port authorities, libraries)
- o Non-profit Organizations (community improvement corporations,
     social service agencies)

RATING CRITERIA
ARC funding is a reimbursement grant to fill a gap of an unmet need once all other funding sources have been committed. Projects that have all matching funds committed at the time their pre-application is submitted to Eastgate will receive priority consideration for ARC funding. ***Eastgate will only recommend projects for funding that have all matching funds committed.*** The Eastgate rating criteria can be found on page 28 of this booklet. The annual allocation of ARC funding awarded to the Eastgate District as well as the project priority will determine how many projects can move to full application status. The scoring process is reviewed by the Eastgate scoring committee, Technical Advisory Committee (TAC), Citizens Advisory Board (CAB) and ultimately the General Policy Board (GPB). Eastgate will notify the applicants as to which projects are approved to complete a full application. Applicants must complete the required pre-application in order for a project to be move to a full application.

MATCH REQUIREMENTS
Listed below are the grant match requirements as per the ARC Economic Status for each county in the Eastgate district. Applicants are encouraged to use multiple funding sources to partner with ARC funding. With the passage of the bi-partisan infrastructure bill and federal budget in FY2023, ARC funding is anticipated to be increased for the Ohio Appalachian region. Pending this increase in allocation for the Eastgate District is received, applicants may request up to $500,000 in ARC funding for infrastructure projects with a total project cost of $1Million and above. Infrastructure projects with a total project cost under $1Million have a maximum request of $250,000. Access Road projects may request up to $500,000. Unless otherwise noted the maximum request for an ARC project is $250,000. It should be noted that actual funding, if awarded, may be lower than the amount requested.

ARC Economic Status and Grant Match Eligibility			
Distressed Counties 80 %	**At-Risk Counties 70%**	**Transitional Counties 50%**	**Competitive Counties 30%**
	Ashtabula	Mahoning	
	Trumbull		

PRE-APPLICATION SUBMITTAL AND DUE DATE
Applicants are to electronically submit their ARC FY2023 Pre-application by emailing it to Kathy Zook at kzook@eastgatecog.org on or before the ***due date of 3pm on Monday, May 16, 2022.*** A confirmation email will be sent to you to verify the application was received.

Pre-Application Required Grantee Workshop
Eastgate will hold its required ARC Pre-application workshop virtually this year instead of in person. The virtual workshop is required. ***The required workshop will be held on Monday, April 18th, 2022 at 1:30 pm for all applicants submitting an ARC FY2023 Pre-application.*** Applicants are to contact Kathy Zook at kzook@eastgatcog.org to receive the invitation link to participate in the workshop. It is preferred the primary person responsible for writing the grant from your agency is the person who attends this workshop to represent your organization. If this person is unavailable to attend the workshop on the 13th, contact Ms. Zook to schedule an individual session.

ASSISTANCE FOR APPLICANTS
The Eastgate ARC pre-application program is a competitive process. Applicants are encouraged to meet with Eastgate staff for technical assistance to develop their projects. Applicants may request Eastgate staff to review their proposal for feedback at any time during the grant process up to the application due date. Please contact Kathy Zook prior to beginning your pre-application or at any point during the application process to discuss program criteria and project eligibility: 234.254.1518 (Direct line), or email at kzook@eastgatecog.org. The annual allocation of ARC funding awarded to the Eastgate District as well as the project priority will determine how many projects can move to full application status. The scoring process is reviewed by the Eastgate scoring committee, Technical Advisory Committee (TAC), Citizens Advisory Board (CAB) and ultimately the General Policy Board (GPB).

Assembling the Pre-Application

Applicants are required to assemble their pre-application in a typewritten format (no smaller than #10 size font) in the order listed below. Applications are to be submitted using 8 ½ x 11 paper (no legal size pages). Number all pages of your pre-application. The applicant is responsible for providing the required information listed in the ARC pre-application. Attachments A-F of the pre-application are to be separated by the Index Pages provided in this packet. The Index Pages can be found on pages 30-35 of this booklet. Pre-applications are to be arranged in the order listed below using the Index Pages provided to separate each section. Pre-applications not submitted in the proper format and order will be returned for correction:

Front of Pre-Application	Completed ARC Project Proposal Summary (2-page maximum)
ATTACHMENT A	**If Construction Project:** Cost Certification(s) (certified by a Professional Engineer) **If Non-Construction Project:** Itemized Price List of Equipment and/or Administrative Budget for Operations Projects
ATTACHMENT B	**Project Support Letters – Job Creation/Retention**
ATTACHMENT C	**Local Match Commitment Letter(s)** **Other Agency/Funding Source Match Commitment Letter(s)**
ATTACHMENT D	**Memorandum of Understanding**
ATTACHMENT E	**Mandate(s)/Non-compliance Letter(s)/OEPA,ODNR, etc.**
ATTACHMENT F	**Project Timeline (Start and end dates)**

Completing the Pre-Application

STEP 1. ARC PROJECT PROPOSAL SUMMARY
All pre-applications submitted to Eastgate must include a completed ARC Project Proposal Summary. ***Applicants are to complete the attached interactive ARC Project Proposal Summary found on page seven of this booklet.*** Please note the Project Proposal Summary has a two-page maximum length. Instructions for completing the interactive format can be found on pages 8-11.

EASTGATE
PROJECT PROPOSAL SUMMARY
ARC PRE-APPLICATION
FY23

2-Page maximum length.

Date Prepared:	
1. Project Title:	
2. Project Grantee:	
3. Contact Person: (include name, title, address, e-mail & phone)	
4. County(ies) & Designation:	
5. Basic Agency:	
6a. GOA State Goal/Strategy: (Copy/paste complete goal, objective, strategy)	
6b. ARC Fed Goal/Strategy: (Copy/paste complete goal, objective, strategy)	
7. Purpose:	

8. Funding/Budget:

Source	Amount	Percentage of Total	Program/Funding	Status of Funds
ARC				
Federal				
State				
Local				
Private				
Total				

9. Project Description:	
10. Strategic Rationale:	
11. Collaborative Partners:	
12. Performance Measurement: Output Outcome:	
13. Leveraged Private Investment:	

ARC PROPOSAL SUMMARY INSTRUCTIONS

(2-page maximum)

NOTE: This is an instructional template only. Please use it as a guide to complete your Project Proposal. Applicants are required to use the interactive Project Proposal form on page 7 of this booklet. The ARC Project Proposal Summary has a two page maximum with no smaller than a number 10 font.

1. **Project Title:** State a clear concise project name identifying the exact nature of the project.

2. **Project Grantee:** Legal name of applicant to receive the ARC grant funds.

3. **Contact Person:** This would be the first point of contact to address questions about the project. List the person who is most knowledgeable about the project. Provide a title, address, e-mail address, fax, and telephone number.

4. **County(ies) & Designation:** List each county in the service area of the project. Include the ARC Economic Status for each county noted on page 5.
   - Ashtabula - At Risk
   - Mahoning – Transitional
   - Trumbull – At Risk

5. **Basic Agency:** **For construction projects only** – If your project involves construction, a basic agency is required in order to secure ARC funds. ARC has no administrative capacity to process construction projects. With construction projects another federal agency must agree to administer the ARC funds. Typically a federal agency must have funds in the project before they are willing to act as a Basic Agency. Federal agencies that are eligible to serve as the Basic Agency to administer ARC funds are:
   - Rural Development (RD),
   - Community Development Block Grant (CDBG through the Ohio Department of Development,
   - Economic Development Administration (EDA),
   - Ohio Environmental Protection Agency (EPA)
   - Ohio Department of Higher Education (for education projects).
   - ODOT - ARC Access Road only.
   - Governor's Office of Appalachia (GOA)

   ARC dollars "turn into" the administering basic agency's dollars. That means the specific agency's rules apply. For example, if you choose CDBG as your basic agency, the project will need to benefit over 51% low-moderate income (LMI) population.

   At the pre-application stage you are not required to have a commitment from one of the qualifying basic agencies shown above to administer your project. However, it is encouraged to discuss your project with the qualifying basic agency you plan to choose. It is the responsibility of the applicant to secure a basic agency in all ARC full construction applications.

6a. **GOA State Goal/Strategy:** See "ARC State Goals and Alignment with Ohio Strategies" on pages 15-16. Choose only one goal and one objective. **Copy the ARC State Goal/Ohio Strategy and paste as your answer.** If your project fits more than one goal or strategy, pick the one that best fits your project.

   See "ARC Federal Investment Goals and Action Objectives" on pages 22-23. Choose only

| 6b. ARC Federal Goal/Objective: | one goal and one objective. **Copy the Federal Investment Goal/Action Objective and paste as your answer.** If your project fits more than one goal or strategy, pick the one that best fits your project. |

7. Project Purpose:

1 – 2 sentence maximum

The purpose statement is to include the primary need for the project. Your answer should reflect why you selected the ARC goal and objective/strategy in 6a/6b. *Example below:*

- This project will enhance public infrastructure with the construction of a 6,000 linear feet water line replacement in Austinburg and Harpersfield Township. The project will promote economic development through improvements to build and enhance basic public infrastructure with the construction of the waterline extension spanning 2-townships serving 30 residences, 1-business, with and anticipated 45 jobs retained, and 10 jobs created.

8. Funding/Budget:

Identify each funding source involved in the project (ARC, Federal, State, Local, and/or Private). List the dollar amount requested from each source as well as the percentage each funding source represents.

- Round ARC grant request to nearest 100th
- With the passage of the bi-partisan infrastructure bill and federal budget in FY2023, ARC funding is anticipated to be increased for the Ohio Appalachian region. Applicants may request up to $500,000 in ARC funding for infrastructure projects with a total project cost of $1Million and above. Infrastructure projects with a total project cost under $1Million have a maximum request of $250,000.
- It should be noted that actual funding, if awarded, may be lower than the amount requested.
- Maximum ARC grant request:
  - $250,000
  - $250,000 – Infrastructure only projects with total project cost under $1Million
  - $500,000 – Infrastructure only projects with total project cost $1Million and over
  - $500,000 – Access Road projects
- Applicants must identify all funds they intend to use for the project. Include the program and/or agency providing matching funds in your project. Such as: Community Development Block Grant (CDBG), Ohio Public Works Commission (OPWC), Local, Private.
- Provide a commitment letter from each funding source listed in your pre-application verifying the amount of the contribution. Place commitment letters in Attachment C.
- **Once funding sources are identified and approved, the applicant is not permitted to change a funding source on their ARC application without the approval of Eastgate.**

In the "Status of Funds" column, please state whether funds are:

- Committed
- Applied (Include date submitted or anticipated date for filing application)
- **Supporting documentation is required for each funding source.**

The ARC Access Road Program is a separate pool of money available through the Federal Highway Trust Fund. Ohio anticipates receiving $1 million annually for such projects. Access Road projects may receive up to 100% of the total project cost not to exceed $500,000. In Access Road ARC projects only ODOT is eligible to be the Basic Agency.

SAMPLE BUDGET:

Source	Amount	% of Total	Program/Funding Agency	Status of Funds
ARC	$200,000	36%	ARC **(Round request to nearest 100th)**	This application
Federal	200,000	36%	USDA RD Grant	Committed
State	100,000	18%	CDBG	Applied 3-15-2022
Local	50,000	9%	(RD loan = $40,000; grantee $10,000)	Committed
Private	10,000	1%	(Foundation grant; business contribution)	Committed
TOTAL	**$560,000**	**100%**		

9. Project Description: Maximum 3-4 paragraphs (describe who, what, where, when)

- In the first sentence of your answer state exactly what the project is and where it will be located.
- State who will own the project and what type of entity they are such as – public, non-profit, port authority etc.
- Include such items as linear feet, size, gallon, individuals served.
- Include a project timeline a start/end dates. Grant period should be at least 12 months from beginning to end. Your answer must match Attachment F: Project Timeline found on page 13.
- The description should summarize and justify the project.
- Include information regarding how the project will improve existing conditions, include major activities to be conducted under the grant proposal
- Show local support for the project

10. Strategic Rationale: 1 short paragraph maximum

- Problems and/or issues that project will alleviate
- Why must the project be done
- Local, regional and/or state need for the project

11. Collaborative Partners: 1 short paragraph maximum

Identify local, regional, and/or state partnerships that support the project. Provide local letters of support for the project. Insert copies of support letters in Attachment B. Letters of support from Federal legislators are not required for the pre-application. If your project is selected to move to a full application, then letters of support would be beneficial.

12. Performance Measurement: •Answers in this section must be in bulleted format only, no sentences.

OUTPUTS: *See Exhibit-1 "Guide to ARC Project Performance Measures"* on pages 17-21 to determine how to identify quantifiable Outputs and Outcomes.
•Answers in this section must be in bulleted format only, no sentences.

OUTCOMES: *See Exhibit-1 "Guide to ARC Project Performance Measures"* on pages 17-21 to determine how to identify quantifiable Outputs and Outcomes

•Answers in this section must be in bulleted format only, no sentences.
Example: Sanitary Sewer Improvement

Output	Outcome
• 9,500 LF sanitary sewer improvements	• 1 LMI improved
• 1 LMI served	• 83 Households improved
• 83 Households served	• 3 Businesses improved

· 3 Businesses served   · 3 Commercial buildings improved
· 3 Commercial buildings served   · Improved health/safety to the region
· 2 Communities served: · 16 Jobs created
     Vienna/Brookfield Townships   · 28 Jobs retained

Example: Workforce Development

Output

· Workforce development center constructed
· 10 Communities served
· 60 Students/workers served
· 8 School districts served
· 20 Businesses served
· 15 Organizations served

Outcome

· 10 Communities improved
· 50 Students/workers improved
· 8 School districts improved
· 20 Businesses improved
· 15 Organizations improved

13. Leveraged Private Investment:	The amount of private investment that can be attributed to the project (such as: sewer line extension to service area will result in a business investing over $3.1 million in the construction of an assisted living facility resulting in 150 new jobs).

STEP 2.REQUIRED ATTACHMENTS

Applicants are required to use the attached index pages found on pages 30-35 of this booklet as the first page of each attachment. Below are instructions for completing the required attachments.

ATTACHMENT A – Project Costs

Construction Projects

Cost Estimate – Applicants must include a cost estimate(s) for the project in Attachment A.

The cost estimate **is to be completed by a professional engineer/architect and must include the cost and useful life for each element of the construction project** (ex: water line, sewer line, lift station, manholes, right-of-way, roadway development, drainage, pavement, engineering, contingencies).

Estimates are to include the following: identify the number, size, dimensions, etc., of each element of the construction project (ex: 9000 l.f. 6" water line, 500 GPM lift station, 3000 l.f. 8" force main, 8 manholes).

The total project cost identified in the cost estimate(s) <u>must match</u> the total project cost identified in your answer as shown in the Project Proposal Summary #8 Funding/Budget section.

Non-Construction Projects

Itemized Price List of Equipment – Applicants who are applying for ARC funds for the purchase of equipment, industrial training, or workforce development supplies must include an itemized price list of that equipment in Attachment A.

Estimates are to include the following: the quantity of each piece of equipment to be purchased, a description of the equipment, a unit price of each piece of equipment and a total price for the equipment.

The total project cost of the itemized price list of equipment <u>must match</u> the total project cost identified in your answer as shown in the Project Proposal Summary #8 Funding/Budget section.

Budget for Operations Projects - It is possible for applicants to apply to ARC for both equipment and program construction monies within the same grant request. In this case, both an itemized price list of equipment and a cost estimate for the project are to be submitted by the applicant to Eastgate.

ATTACHMENT B – Project Support Letters – Job Creation/Retention Letters

Project Support Letters:
Applicants are encouraged to provide letters of support for their project from area businesses, public and private entities, local municipalities, local and state elected officials.

Letters of support for education, human resource projects or workforce development projects should come from local businesses stating the need exists for the services and /or training proposed by the project. Letters are to include the estimated number of employees who will use the training resources as well as note the anticipated number of students wo will be hired from the specific technology-training program.

Job Creation/Retention Letters:
If a commitment to create, expand, or retain permanent employment will result from a project, the applicant is to submit letters from employers documenting the job creation and/or retention and place them in Attachment B. It should be noted per the Ohio Department of Development, all job creation and retention outcomes will be monitored at the end of the project and documentation must be provided to show job status obtained. Submit the letter on letterhead form the business or organization which will be creating and/or retaining jobs. Within the letter, the business or organization are to include the following elements:

1. The total number of full-time and part-time jobs that will be created and/or retained.
2. A statement that the number of newly created jobs will be created within two (2) years of the ARC grant award.
3. The total amount of private investment that the business will provide as a part of their expansion and/or construction.
4. A statement that the business or organization cannot proceed with its expansion/construction without the proposed project's completion.
5. The signature and date of an authorized representative of the business or organization [e.g., Chief Executive Officer (CEO), Chief Financial Officer (CFO), President, Plant Manager, Executive Director].

The letter should only be one to two pages in length and may include any additional information that the business or organization believes to be important. However, keep in mind that the five essential elements mentioned above must be included in the letter. Listed below are the definitions of "jobs created" and "jobs retained".

Explanation of Performance Measures Guidance
Jobs Created: Number of direct hires made as a result of the project's operation (excluding construction jobs), including private-sector jobs created within three years after ARC-funded project is complete. Part-time and seasonal jobs are converted to full-time equivalents (FTEs) and rounded up to whole numbers. Businesses must provide letters that explicitly state their intention to create a specific number of new jobs if the ARC investment is made.
Jobs Retained: Number of jobs lost or relocated without the ARC-funded project. Businesses must provide letters that explicitly state the number of jobs at risk due to loss of competitiveness or relocation without ARC-funded project. Existing jobs within businesses benefitting from an infrastructure upgrade or other ARC-funded project should not be counted as "Jobs Retained."

ATTACHMENT C – Matching Funds Commitment Letter(s)

Applicants must submit letters documenting that all matching funds have been committed to the project and include these letters in Attachment C. Provide a commitment letter from each funding source listed in your pre-application verifying the amount of the contribution.

Match commitment letters are to be provided on agency letterhead for each agency/funding source or subdivision providing matching funds for the project as noted in the budget section (item #8) of the Project Proposal Summary on page 10 of this booklet. Letters are to include the following information listed below.

> **1.** The project title.
> **2.** State the **total amount of *match they are contributing*** to the project
> **3.** The signature of an authorized representative of the agency/funding source or subdivision

"Local Match" is defined as match money committed to the project by the applicant subdivision or organization.

"Other agency/funding source match" is defined as match money committed by another agency or organization [Economic Development Administration (EDA), Rural Development (RD), Community Development Block Grant (CDBG), Ohio Public Works Commission (OPWC), Ohio Water Development Authority (OWDA), Ohio Department of Education (ODOE), private businesses, private foundations, etc.]

ATTACHMENT D

ARC Memorandum of Understanding – All applicants must submit a signed copy of the Memorandum of Understanding (MOU) in order to be considered for ARC funding. The Memorandum of Understanding explains the ARC application process and general guidelines of project start-up and funding levels. A copy of the MOU can be found in Exhibit 2 on page 25-26 of this booklet.

ATTACHMENT E (Mandate(s)/Non-compliance Letters) If applicants have mandates and/or letters of non-compliance (relevant to the project) from any Federal, State, and/or local regulatory agencies stating that corrective actions must be taken by the applicant, these documents may be included in Attachment E. These letters will help demonstrate the urgency of need for completion of the project.

Such mandates and/or letters of non-compliance may come from any of the following agencies:

1. Ohio Environmental Protection Agency (OEPA)
2. Ohio Department of Health (ODOH)
3. Ohio Department of Transportation (ODOT)
4. Ohio Department of Education (ODOE)
5. U.S. Army Corps of Engineers
6. Other

ATTACHMENT F (Project Timeline)

Applicants must submit a project timeline which outlines the major activities to be accomplished. Include (1) project/activity start date and (2) project/activity completion date. The timeline for a grant project should be no less than one year. Possible activities in the timeframe include, but are not limited to:

Category	Start Date	End Date
All funding secured		
Environmental review completed		
Final design completed		
Permits obtained		
Advertise for bids		
Bid opening		

Construction start date
Final inspection
Construction completion date

EXHIBIT 1

ARC STATE GOALS AND ALIGNMENT WITH OHIO STRATEGIES

GUIDE TO ARC PROJECT PERFORMANCE MEASURES

ARC FEDERAL INVESTMENT GOALS

GOA State Goals and Strategies: 2020-2023

ARC Goals and Alignment with Ohio Strategies Ohio's Appalachian Development Plan and Annual Strategy Statements align with the ARC's five strategic goals:

- Invest in entrepreneurial and business development strategies that strengthen Appalachia's economy.
- Increase the education, knowledge, skills, and health of residents to work and succeed in Appalachia.
- Invest in critical infrastructure—especially broadband; transportation, including the Appalachian Development Highway System; and water/wastewater systems.
- Strengthen Appalachia's community and economic development potential by leveraging the region's natural and cultural heritage assets.
- Build the capacity and skills of current and next-generation leaders and organizations to innovate, collaborate, and advance community and economic development.

In partnership with the LDDs, the Governor's Office of Appalachia has identified strategies to focus regional investment. The Ohio strategies that align with the ARC Goals include the following:

ARC Goal 1	Invest in entrepreneurial and business development strategies that strengthen Appalachia's economy.	
	1.1	Support projects that improve the competitiveness of Ohio's Appalachian economy.
	1.2	Develop opportunities related to cluster industries in the region, such as shale and petrochemical, timber, and food services production.
Ohio Strategies	1.3	Foster entrepreneurship through partnerships with other programs, such as business incubators and community economic development organizations.
	1.4	Use the resources provided by the Appalachian Partnership for Economic Growth, REDI Cincinnati, Team NEO, and our Local Development Districts to help spur growth in Ohio's Appalachian counties.
	1.5	Support community efforts to complete planning activities intended to position local areas to capitalize on existing state and federal development programming including Opportunity Zones.

ARC Goal 2	Increase the education, knowledge, skills, and health of residents to work and succeed in Appalachian Ohio Strategies	
	2.1	Improve health care for Ohio's workforce through wellness and prevention programs and expand access.
	2.2	Increase the availability of mental health counseling services in rural areas and schools.
	2.3	Continue to fight the addiction epidemic and emphasize recovery-to-work programs.
Ohio Strategies	2.4	Outline and support all mental health, substance abuse, and social service programming available throughout the region
	2.5	Strengthen the workforce through job training initiatives and partnerships with educational institutions aimed at preparing Ohio's workforce for the future.
	2.6	Increase the number of students acquiring a college degree or professional certificate.
	2.7	Support rural Appalachian Ohio communities as they prepare to serve an increasingly aging population

ARC Goal 3		Invest in critical infrastructure—especially broadband; transportation, including the Appalachian Development Highway System; and water/wastewater systems.
	3.1	Support and assist communities in rural Appalachian Ohio as they work to establish, maintain, and extend critical infrastructure systems to serve Ohio businesses and residents.
	3.2	Expand access to broadband for underserved Ohioans in partnership with InnovateOhio and Connect Ohio.
Ohio Strategies	3.3	Work with electric co-operatives and prioritize projects that allow for future potential broadband expansion.
	3.4	Explore opportunities with ODOT's DriveOhio initiative and other smart mobility programs.
	3.5	Support local access road projects to improve the route to industrial and commercial sites.
	3.6	Capitalize on the economic potential of the Appalachian Development Highway System.
	3.7	Support and strengthen ongoing partnerships between LDDs and resource partners, including state regulatory agencies and public research institutions, to provide critical research and information concerning utility deployments and capacities in rural Appalachian Ohio.

ARC Goal 4		Strengthen Appalachia's community and economic development potential by leveraging the region's natural and cultural heritage assets.
	4.1	Strengthen Ohio's Appalachian natural and cultural heritage assets.
Ohio	4.2	Work with TourismOhio to establish a positive brand image for Appalachia.
Strategies	4.3	Assist Ohio's Appalachian Country and its effort to publish reports with valuable data concerning tourism in the region.
	4.4	Expand and promote scenic trails and routes throughout Appalachia in cooperation with ODOT, Ohio Department of Natural Resources (ODNR), and other organizations working on similar efforts.

ARC Goal 5		Build the capacity and skills of current and next-generation leaders and organizations to innovate, collaborate, and advance community and economic development.
	5.1	Support an annual STEM camp that provides educational and recreational opportunities for underserved, area youth.
Ohio Strategies	5.2	Encourage cooperation and collaboration among counties and local organizations to help the region advance together by having a relationship with these organizations and being involved in their projects.
	5.3	Promote opportunities available through organizations, such as iBelieve, and highlight university initiatives that help develop young leaders.
	5.4	Increase civic engagement through the Local Development Districts and other partnerships.

Resources

The State of Ohio Four-Year Appalachian Development Plan, FY 2021-2023 will be made available on the Ohio Department of Development 's website at http://development.ohio.gov/cs/cs_goa.htm. Additional information about Appalachian Ohio such as program specifics, policies, and contact information is also available on the website.

Guide to ARC Project Performance Measures

Rev. June 30, 2016

All ARC projects must have documented output and outcome performance measures. Estimated measures are included in project applications and actual measures are reported in the project closeout reports. This guide lists and defines the performance measures that may be used for ARC projects. Every ARC project must have at least one output measure and one outcome measure from the lists below. Some output measures can be used with a range of outcome measures (these are called "standalone measures"), and some output measures must be used with specific outcome measures (these are called "paired measures"). Projects that have paired output and outcome measures may also have a stand-alone output or outcome measure with no corresponding measure.

Stand-Alone Performance Measures
Stand-alone output measures can be used with any of the outcome measures on the stand-alone outcome measures list below.

Stand-Alone Output Measures
 access road miles
 acreage
 energy capacity (KWh/KW)
 linear feet
 new visitors: days
 new visitors: overnights
 plans/reports
 square feet
 system capacity (MGD/MG)

Stand-Alone Outcome Measures
 businesses created
 costs reduced
 housing units constructed/rehabbed
 jobs created
 jobs retained
 leveraged private investment (LPI)
 programs implemented
 revenues increased: export sales
 revenues increased: non-export sales
 telecom sites

Paired Performance Measures
The output and outcome measures below must be paired as shown.

Output Measure	Outcome Measure
businesses served	businesses improved
communities served	communities improved
households served	households improved
organizations served	organizations improved
participants served	participants improved
patients served	patients improved
students served	students improved
workers/trainees served	workers/trainees improved

Definitions: Outputs

Access Road Miles
The length of the access roads constructed as part of the project, in miles or decimals of miles (not linear feet).

Acreage
The number of acres impacted by an ARC site-development or reclamation project, such as the number of acres graded and prepared for development at an emerging industrial park, the number of acres open to future development, or the number of acres remediated in a reclamation project.

Businesses Served
The number of businesses served by an ARC project. For infrastructure projects, this includes either the number of non-residential entities with access to new service (e.g., water, sewer, gas line, or telecommunications) or improved service (e.g., improvements in health or safety, compliance with environmental quality, improved water pressure). For business development projects, this includes businesses receiving technical assistance or participating in training, entrepreneurship, export, or other business development and improvement programs.

 Communities Served
The number of communities served or impacted by an ARC project, including projects that address planning, civic participation, infrastructure, educational opportunities, and community capacity. For consolidated technical assistance grants, the number of communities served is the number of projects submitted by state ARC program offices.

Energy Capacity (KWh/KW)
The number of kilowatt hours saved by energy efficiency projects, or kilowatts produced by renewable energy projects within one year of project implementation.

Households Served
The number of households served by an ARC infrastructure project. This includes either the number of households with access to new service (e.g., water, sewer, gas line, or telecommunications) or improved service (e.g., improvements in health or safety, compliance with environmental quality, improved water pressure).

Linear Feet
The number of linear feet of pipe, wire, cable, trails, etc. to be constructed or installed.

New Visitors: Days
The number of new daytime visitors to a tourism destination times the number of days they visit, within one year of project implementation.

New Visitors: Overnights
The number of new overnight visitors to a tourism destination times the number of their overnight stays, within one year of project implementation.

Organizations Served
The number of organizations served by an ARC project, including hospitals, schools, churches, nonprofits, non-governmental organizations, and government agencies (use when number of businesses or households does not apply).

Participants Served
The number of individual participants served or targeted by an ARC project (use when patients, students, or worker/trainee measures do not apply). This can include the number of attendees at a meeting, workshop or conference. For example, the number of individuals participating in a planning process; participating in a leadership program; or the number of individuals attending health promotion activities.

Patients Served
The number of unique patients receiving clinical services one or more times as a result of an ARC health project. For equipment projects, report the number of unique patients served by that equipment during the project period and one year after the equipment is deployed. For health projects that do not provide clinical services (such as health promotion activities), use the measure "participants served."

Plans/Reports
The number of plans or reports developed as a result of an ARC project. This could include strategic plans, master plans, concept plans, or plans for infrastructure improvements or new programs, as well as research reports, feasibility studies, etc. This measure is often paired with the outcome "Programs Implemented," since a program or specific activity is often implemented as a result of a planning process.

Square Feet
The number of square feet constructed or improved by an ARC project, such as the square footage of a renovated community center, a newly constructed parking lot, a reconfigured interior space, etc.

Students Served
The number of students served by an ARC education project, measured during the project period, when possible (e.g., the number of students served by a science and technology program in a given semester or year). For projects that are not fully operational during the project period, the measurement time period may be extended up to three years after the project end date. Projects that expand existing programs count only the additional number of students served.

System Capacity (MGD/MG)
The capacity of a water or sewer system, in millions of gallons per day; or the capacity of a water tank, in millions of gallons. This includes the capacity of a new water or sewage treatment plant or water tank, or the increase in capacity of a plant due to renovation, new equipment, or other improvements. This measure may be expressed in decimals.

Workers/Trainees Served
The number of worker/trainees served by an ARC training project, measured during the project period when possible. For example, the number of worker/trainees the project will be able to enroll in a new workforce education program. For projects that are not fully operational during the project period, the measurement time period may be extended up to three years after the project end date. Projects that expand existing programs count only the additional number of workers/trainees that the project will be able to serve.

Definitions: Outcomes

Businesses Created
The number of new businesses created as a result of an ARC project. This measure is used for business development projects such as entrepreneurship training, value-added agriculture, access to capital, and business incubation programs (including seed accelerators). This measure should only be used to measure new business creation, not the number of existing businesses recruited or otherwise relocated from other areas. The grant applicant should estimate how many new businesses will be created within three years of the project end date.

Businesses Improved
The number of businesses with a measurable improvement as a result of an ARC project. For new service infrastructure projects, the output (served) is the number of non-residential entities with access to the infrastructure service while the outcome (improved) is the number of non-residential customers that are connected to the infrastructure service. For improved service projects (e.g., improvements in health or safety, compliance with environmental quality, improved water pressure), all non-residential customers served are also considered improved. For business development projects, the grant applicant and ARC project manager must agree on what constitutes "measurable improvement" and a method for measuring the degree of improvement must be provided. For each project this number is always a subset of, or the same as, the "businesses served" output measure.

Communities Improved
The number of communities with a measurable improvement as a result of an ARC project, including projects that address planning, civic participation, infrastructure, educational opportunities, and community capacity. For community capacity projects, this is the number of communities with enhanced capacity. This measure should also be used for consolidated technical assistance grants. The grant applicant and ARC project manager must agree on what constitutes "measurable improvement" and a method for measuring the degree of improvement must be provided. For each project, this number is always a subset of, or the same as, the "communities served" output measure.

Costs Reduced
The amount of costs reduced as a result of project activities, within one year of project implementation. For

example, small business technical assistance may help a business streamline and cut costs, or an energy-efficiency program may help to reduce energy costs, through a renegotiated flat fee for energy use or through a reduction in kilowatt hours used. See the output measure "energy capacity."

Households Improved
The number of households with measurable improvement as a result of an ARC project. For new service infrastructure projects, the output (served) is the number of households with access to the infrastructure service while the outcome (improved) is the number of residential customers that are connected to the infrastructure service. For improved service projects (e.g., improvements in health or safety, compliance with environmental quality, improved water pressure), all residential customers served are also considered improved. For each project, this number is always a subset of, or the same as, the "households served" output measure.

Housing Units Constructed/Rehabbed
The number of housing units constructed or rehabilitated as a part of an ARC housing or community development project.

Jobs Created
The number of jobs created (direct hires, excluding construction jobs) as a result of an ARC project, measured during the project period and up to three years after the project end date. Part-time and seasonal jobs should be converted to full-time equivalents and rounded up to whole numbers. Note: for infrastructure projects, employers must provide letters stating their intention to create a specific number of new jobs; for non-infrastructure jobs, grant applicants should estimate the number of jobs that will be created by the organizations expected to benefit from the project.

Jobs Retained
The number of jobs retained as a result of an ARC project. These are existing jobs that would be lost or relocated if the ARC project were not undertaken. Note: for infrastructure projects, employers must provide letters explicitly stating the number of jobs at risk, due to relocation or loss of competitiveness, without the project. Existing jobs benefitting from an infrastructure upgrade cannot be counted as jobs retained. For non-infrastructure projects, grant applicants should estimate the number of existing jobs that would be at risk, due to relocation or loss of competitiveness, without the ARC-funded project.

Leveraged Private Investment (LPI)
The dollar amount of private-sector financial commitments, outside of project costs that result from an ARC project, measured during the project period and up to three years after the project end date. Note: for infrastructure projects, businesses must provide letters stating their intention to make a specific level of investment if the project is funded; for non-infrastructure projects, grant applicants should estimate the dollar value of investments that will be made by the company or companies that will benefit from the project.

Organizations Improved
The number of organizations with a measurable improvement as a result of an ARC project, including hospitals, schools, churches, non-profits, non-governmental organizations, and government agencies (use when number of businesses or households does not apply). The grant applicant and ARC project manager must agree on what constitutes "measurable improvement" and a method for measuring the degree of improvement must be provided. For each project, this number is always a subset of, or the same as, the "organizations served" output measure.

Participants Improved
The number of participants with a measurable improvement as a result of an ARC project (use when patients, students, or worker/trainee measures do not apply, as with a leadership program or planning process). If outcomes are not achieved or cannot be measured within three years after the project is completed, the number of participants that complete or attend all or a required number of components of the project activity may be substituted. For example, the number of participants that attend at least four out of the five community workshops offered. The grant applicant and ARC project manager must agree on what constitutes "measurable improvement" and a method for measuring the degree of improvement must be provided. For each project, this

number is always a subset of, or the same as, the "participants served" output measure.

Patients Improved
The number of unique patients expected to benefit from an ARC health project. Because it is usually assumed that all patients served by a health project receive some benefit from it, the numbers for "patients served" and "patients improved" are usually the same. However, if the grant applicant can perform clinical measurement of health outcomes, the outcome number may be lower than the output number. For example, if 30 obese patients participate in an exercise program and 25 are expected to lower their BMI by a certain percentage, the output could be recorded as 30 patients served and the outcome as 25 patients improved.

Programs Implemented
The number of new programs, or the number of ongoing activities related to a defined goal, which are implemented as a result of an ARC project. If possible, use with other measures that indicate the results of the project, such as students, workers, participants, etc.

Revenues Increased: Export Sales
The increase in revenue in export sales realized by a business as a result of an ARC project, within three years of the project end date.

Revenues Increased: Non-Export Sales
The increase in revenue in domestic (non-export) sales realized by a business as a result of an ARC project, within three years of the project end date.

Students Improved
The number of students who obtain a job in the field for which they were specifically trained; the number that receive a diploma, certificate or other career credential; or the number of students who successfully complete a course or unit of study and/or graduate to the next grade or level necessary to continue their education. When outcomes occur after the project period, the number of students improved may be counted up to three years beyond the project end date. For programs where final outcomes are achieved after three or more years, the number of students improved may be counted by an alternative benchmark, such as the number of students completing a skill, grade, or level, or continued enrollment for the project period. For each project, this number is always a subset of, or the same as, the "students served" output measure.

Telecom Sites
The number of new telecom services installed as a result of an ARC project. This diverse measure includes, but is not limited to, new telemedicine sites, new wi-fi hotspots, a new wireless router or computer lab at a high school, new fiber run to an industrial site, a new antenna used to provide broadband service, etc.

Workers/Trainees Improved
The number of workers/trainees with improved skills that enable them to obtain employment or to enhance their current employment. For example, the number of workers or trainees obtaining a new job; getting higher pay or a better position; or receiving a certification, measured during the project period when possible. When outcomes occur after the project period, the number or workers or trainees improved may be counted up to three years beyond the project end date. For programs where outcomes are achieved after three or more years, the number of students improved may be counted by an alternative benchmark, such as completion of a skill, level/course, or continued enrollment for the project period. For each project, this number is always a subset of, or the same as, the "workers/trainees served" output measure.

ARC FEDERAL: STRATEGIC INVESTMENT GOALS & OBJECTIVES
Appalachia Envisioned: A New Era of Opportunity FY 2022-2026

GOAL #1 Building Appalachian Businesses
Strengthen and diversify the Region's economy through inclusive economic development strategies and investments in entrepreneurship and business development.
- ✓ Objective 1.1: Provide financing, technical assistance, and other support for entrepreneurship and small business development in the Region.
- ✓ Objective 1.2: Pursue economic and enterprise development strategies that grow existing industries, support economic diversification, and advance economic prosperity at the regional level.

GOAL #2 Building Appalachia's Workforce Ecosystem
Expand and strengthen community systems (education, healthcare, housing, childcare, and others) that help Appalachians obtain a job, stay on the job, and advance along a financially sustaining career pathway.
- ✓ Objective 2.1: Develop and support educational programs and institutions from early childhood through post-secondary that provide the building blocks for skills development and long-term employment success.
- ✓ Objective 2.2: Invest in workforce development programs and strategies informed by industry talent needs and designed to allow workers to simultaneously earn, learn, and advance along a career pathway.
- ✓ Objective 2.3: Develop a network of employment supports to help Appalachians enter and remain in the workforce.
- ✓ Objective 2.4: Expand access to high quality healthcare as well as programs and services that support overall mental and physical health, for workers and their families

GOAL #3 Building Appalachia's Infrastructure
Ensure that the residents and businesses of Appalachia have access to reliable and affordable utilities and infrastructure in order to successfully live and work in the Region.
- ✓ Objective 3.1: Ensure the availability of quality, affordable basic infrastructure to meet the needs of the residents and businesses of Appalachia.
- ✓ Objective 3.2: Ensure that all Appalachians have access to quality and affordable telecommunications and broadband services.
- ✓ Objective 3.3: Support proactive efforts to adopt alternative energy strategies and bolster energy infrastructure.
- ✓ Objective 3.4: Complete the Appalachian Development Highway System and invest in innovative intermodal transportation systems to connect businesses and residents within the Region with global opportunities.
- ✓ Objective 3.5: Support construction of business development sites and public facilities and the adaptive reuse of obsolete and/or unsafe properties to stimulate economic and community development

GOAL #4 Building Regional Culture and Tourism
Strengthen Appalachia's community and economic development potential by preserving and investing in the Region's local, cultural heritage, and natural assets.
- ✓ Objective 4.1: Invest in the development of vibrant Appalachian downtowns and provide support for Appalachian placemaking.

✓ Objective 4.2: Invest in economic and community development initiatives that preserve and promote Appalachian communities' vibrant arts, cultural, and heritage traditions.

✓ Objective 4.3: Preserve and expand Appalachia's natural resources to increase outdoor recreation opportunities for residents and visitors and support sustainable economic growth.

GOAL #5 Building Community Leaders and Capacity

Invest in the capacity of local leaders, organizations, and communities to address local challenges by providing technical assistance and support to access resources, engage partners, identify strategies and tactics, and conduct effective planning and project execution.

✓ Objective 5.1: Develop, support, and empower community leaders that are representative of local communities, inclusive in their approach, and focused on long-term, innovative strategies and solutions.

✓ Objective 5.2: Build capacity of community organizations and local development districts to effectively access and manage funding, administer programs, and execute projects through implementation.

✓ Objective 5.3: Invest in developing the capacity of communities to build ecosystems where government, non-profits, businesses, and philanthropic partners coalesce around a shared vision for economic and community prosperity and collaborate to implement that vision.

Exhibit 2

ARC Memorandum of Understanding

Please sign the copy enclosed in this packet and submit as Attachment D of your ARC pre-application.

PRE-APPLICATION AND FULL APPLICATION
GRANT PROCESS MEMORANDUM OF UNDERSTANDING

EACH YEAR THE APPALACHIAN REGIONAL COMMISSION (ARC) RECEIVES AN APPROPRIATION FROM CONGRESS. A FORMULA IS APPLIED TO THAT SUM TO ALLOCATE PROGRAM FUNDS AMONG THE 13 STATES. THE ARC PROGRAM FUNDS MAY ONLY BE USED FOR PROJECTS LOCATED WITHIN THE 420 COUNTIES DESIGNATED BY CONGRESS AS THE APPALACHIAN REGION. IN OHIO, 32 OF THE 88 COUNTIES ARE DESIGNATED AS APPALACHIA AND ELIGIBLE FOR FUNDING.

THE GOVERNOR'S OFFICE OF APPALACHIA (GOA) RECEIVES APPROXIMATELY $4 MILLION ANNUALLY FROM ARC TO IMPLEMENT THE ARC PROGRAM. USING A "BOTTOM UP" APPROACH, GOA COORDINATES PROJECT DEVELOPMENT WITH THE FOUR LOCAL DEVELOPMENT DISTRICTS (LDD):

- 🏛 BUCKEYE HILLS REGIONAL COUNCIL OF GOVERNMENTS LOCATED IN MARIETTA
- 🏛 EASTGATE REGIONAL COUNCIL OF GOVERNMENTS LOCATED IN YOUNGSTOWN
- 🏛 OHIO MID-EASTERN OHIO GOVERNMENTS ASSOCIATION LOCATED IN CAMBRIDGE
- 🏛 OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION LOCATED IN WAVERLY

A POTENTIAL APPLICANT MUST WORK WITH THEIR ASSIGNED LDD FOR GUIDANCE ON THE ELIGIBILITY FOR FUNDING AND ASSISTANCE IN PREPARING AN APPLICATION. THE GOVERNOR OF EACH STATE SELECTS PROJECTS TO BE SUBMITTED TO ARC FOR FUNDING.

PROGRAM GRANTS ARE AWARDED TO STATE/LOCAL AGENCIES, GOVERNMENTAL ENTITIES (E.G. ECONOMIC DEVELOPMENT AUTHORITIES), LOCAL GOVERNING BOARDS (E.G. COUNTY COMMISSIONERS) AND NON-PROFIT ORGANIZATIONS (E.G. SCHOOLS OR ORGANIZATIONS THAT BUILD LOW-COST HOUSING). PROGRAM GRANTS ARE NOT MADE TO INDIVIDUALS OR FOR-PROFIT ENTITIES.

APPLICATION PROCESS AND TIME-LINE FOR FY2023 IS AS FOLLOWS:

PRE-APPLICATION PROCESS

MARCH - AUGUST 2022
1. EASTGATE LDD WORKS WITH THEIR LOCAL COMMUNITIES TO DEVELOP PROJECTS THAT WILL HAVE THE GREATEST IMPACT IN THE DISTRICT.
2. EASTGATE PRE-APPLICATION REQUIRED VIRTUAL WORKSHOP: Scheduled at 1:30pm on April 18, 2022
3. EASTGATE LDD PRE-APPLICATION DUE DATE BY 3PM ON MAY 16, 2022
4. EASTGATE LDD CORRESPONDS WITH COUNTY COMMISSIONERS FROM EACH OF THE THREE COUNTIES TO GAIN INPUT ON PRIORITY OF PROJECTS WITHIN THEIR COMMUNITY THAT MEETS ARC GOALS.
5. EASTGATE LDD COMPILES A LIST OF PRIORITY PROJECTS TO PRESENT TO THEIR TAC, CAB, AND GENERAL POLICY BOARD.
6. EASTGATE LDD SUBMITS PRIORITY PROJECT PACKAGE TO GOA.
7. LDD'S AND GOA MEET TO DEVELOP OHIO INVESTMENT PACKAGE (FINAL LIST OF PROJECTS COMPILED FROM 4 LDD PRIORITY PROJECTS SUBMITTED).
8. GOA SUBMITS INVESTMENT PACKAGE TO ARC.

FULL APPLICATION PROCESS

AUGUST 2022 – FEBRUARY 2023

1. EASTGATE LDD HOLDS FULL APPLICATION WORKSHOP
2. APPLICANTS SUBMIT FULL APPLICATIONS TO LDD FOR REVIEW.
3. EASTGATE SUBMITS FULL APPLICATIONS TO GOA FOR REVIEW AND SUBMITTAL TO ARC.
4. ARC REVIEWS, APPROVES AND MAKES FUNDS AVAILABLE TO APPLICANTS.
5. PENDING APPROVAL APPLICANT RECEIVES ARC/GOA GRANT AWARD LETTER.

PROGRAM PARAMETERS:

1. ARC FUNDS **ARE NOT** GUARANTEED TO ANY GRANTEE UNTIL THE ARC FEDERAL CO-CHAIRMAN HAS APPROVED THE PROJECT IN WASHINGTON, DC.
2. ARC **WILL NOT** REIMBURSE EXPENDITURES OCCURRING BEFORE ARC APPROVAL, OR REIMBURSE ANY EXPENSES INCURRED FOLLOWING THE CONCLUSION OF THE GRANT PERIOD.
3. DEMOLITION AND/OR CONSTRUCTION **CANNOT** BE STARTED ON ANY PROJECT PRIOR TO ARC APPROVAL OF THE PROJECT. DO NOT PURCHASE EQUIPMENT, DEMOLISH, TEAR DOWN, BREAK GROUND, OR CONSTRUCT ANYTHING WITHOUT ARC AND BASIC AGENCY WRITTEN APPROVAL.
4. EQUIPMENT **CANNOT** BE PURCHASED PRIOR TO AN ARC AWARD. THERE IS **NO** REIMBURSEMENT PROCESS.
5. ARC FUND**S CANNOT** BE SPENT OR COMMITTED PRIOR TO NOTIFICATION OF ARC APPROVAL. GOA WILL SEND COVER LETTER AND COPY OF ARC APPROVAL LETTER.
6. ARC NO LONGER GRANTS A WAIVER ON ANY PROJECT (THIS PROCESS HAS BEEN DISCONTINUED).
7. PROJECT LOCATED IN DISTRESSED COUNTIES MAY BE FUNDED UP TO **80%** OF THE TOTAL PROJECT COST, 70% IN AT-RISK COUNTIES, **50%** IN TRANSITIONAL COUNTIES AND **30%** IN COMPETITIVE COUNTIES. ARC FUNDING WILL VARY FOR PROJECTS THAT INCLUDE ACTIVITIES AND/OR SERVICES INVOLVING MORE THAN ONE COUNTY.
8. GRANTEE MUST MEET ARC AND FEDERAL BASIC AGENCY GUIDELINES.
9. LOCAL ACCESS ROAD PROJECTS MAY BE FUNDED UP TO 100% UP TO $500,000 THROUGH THE FEDERAL HIGHWAY ADMINISTRATION PROGRAM.
10. ARC IS A REIMBURSEMENT GRANT. THE APPLICANT MUST BE ABLE TO PAY THE BILLS INITIALLY, AND THEN REQUEST REIMBURSEMENT.
11. Once grant award letter is received and ARC funding is made available to the applicant, it is anticipated the ARC funds will be spent on your project within 12 months.
12. Applicants should also note, with the exception of Access Roads, the total amount of all federal funds committed to a project, including ARC, cannot exceed 80% of the total project cost.

AFTER READING THESE GUIDELINES, PLEASE SIGN AND DATE.

IF YOU HAVE ANY QUESTIONS, YOU MAY CONTACT YOUR LOCAL DEVELOPMENT DISTRICT OR THE GOVERNOR'S OFFICE OF APPALACHIA.

PLEASE SIGN AND RETURN ORIGINAL WITH YOUR PRE-APPLICATION.

I HAVE READ AND FULLY UNDERSTAND THIS DOCUMENT.

_____

TYPE COMPANY/ORGANIZATION NAME

_____

TYPE REQUIRED SIGNATURE/TITLE

_____

REQUIRED SIGNATURE   DATE

EXHIBIT 3

Eastgate
SCORING CRITERIA

PROJECT NAME: _____

APPLICANT: _____

COUNTIES: _____

TOTAL PROJECT COST _____TOTAL GRANT REQUEST_____TOTAL SCORE_____

POINTS

A. **Type of Project (Maximum 25 Points)**   A. _____

5 Points	Water/Wastewater system improvements
5 Points	Healthcare/Workforce development/Education/training
5 Points	Broadband/Infrastructure/ Access road
5 Points	Economic development/Community Development
5 Points	Commercial/Industrial Expansion

B. **Urgency of Need (Maximum 20 Points)**   B. _____

5 Points	Under Federal, State, Local or Court directive (Orders or Findings) to correct existing health conditions and/or safety hazard
5 Points	Documentation that businesses will re-locate if conditions are not improved.
5 Points	Needed to alleviate existing or potential health and/or safety hazard or critical shortage of services
5 Points	Healthcare/Workforce Development/Education

C. **Meets ARC Federal and State Goals   (Maximum 10 points)**   C._____

2 Points	Building Appalachian Businesses – Strengthen business and entrepreneurial development
2 Points	Build Workforce Ecosystem – Increase education, knowledge, skills, and health
2 Points	Infrastructure – Broadband, water/wastewater, access roads/ADHS
2 Points	Strengthen Natural/Cultural – Increase community and economic development potential by leveraging the Region's natural and cultural heritage assets.
2 Points	Leadership and Community Capacity – Build capacity and skills of current and next generation

D. **Cost Effectiveness_(Maximum 30 Points)**   D. _____

In-Kind Commitment:

5 Points	21% or higher of In-kind services committed
10 Points	Up to 20% of In-kind services committed
15 Points	No In-kind services committed

Other Leveraged Funds Committed:

0 Points	No Leverage Funds Committed
5 Points	At Least 20 % Leverage Committed
10 Points	21% to 49% Leverage Committed
15 Points	50% or more leverage committed

E. **Project Readiness (Maximum 40 Points)**   E. _____

5 Points	Funding commitments secured
5 Points	Construction/Equipment quotes provided
5 Points	Multiple funding sources utilized
5 Points	Percentage of match utilized
5 Points	Proper format followed/2- Page Project Proposal Max length
5 Points	PTI Obtained
5 Points	Attachments provided

     5 Points   Project timeline within program year

F. **Sustainability (Maximum 5 Points)**   F. _____
       Clear plan identified beyond first year of funding

G. **Number of Jobs Retained/Created (Maximum 15 Points)**   G. _____
      15 Points   51 + Jobs
      10 Points   26 - 50
       5 Points   1– 25

H. **Partners/Collaboration/Regional Cooperation (Maximum 15 Points)**   H. _____
      15 Points   Multiple partners collaborating in county area,
                      Multiple LDD Region
      10 Points   Serves 2 or more counties
       5 Points   Serves at least one county

I. **Community Development (Maximum 10 Points)**   I. _____

	Households /	Businesses /	Students
10 Points	50+	10+	50+
7 Points	30-49	5-9	30-49
4 Points	1-29	1-4	1-29

J. **Local Development District (Maximum 30 Points)**   J. _____

                           TOTAL POINTS (Maximum 200 Points**)   **TOTAL** _____

                                             TOTAL SCORE _____

**Projects that have all funding secured, are ready to proceed, and meet one of Eastgate's 2023 priority areas will receive a higher priority for funding and may be moved ahead of projects that have more points but are not ready to proceed. The Eastgate ARC pre-application program is a competitive process. Applicants are encouraged to meet with Eastgate staff for technical assistance to develop their projects. Applicants may request Eastgate staff to review their proposal for feedback at any time during the grant process up to the application due date. The annual allocation of ARC funding awarded to the Eastgate District as well as the project priority will determine how many projects can move to full application status. The scoring process is reviewed by the Eastgate scoring committee, Technical Advisory Committee (TAC), Citizens Advisory Board (CAB) and ultimately the General Policy Board (GPB).

P.___ Attachment A: Cost Estimate
P.___ Attachment B: Job/Business Support Letters
P.___ Attachment C: Match Commitments
P.___ Attachment D: MOU
P.___ Attachment E: Mandates
P.___ Attachment F: Timeline

Reviewer: _____

Date Reviewed: _____

ATTACHMENT A

PROJECT COSTS

Cost Estimate
(for Construction Projects)

Itemized Price List of Equipment
(for Non-Construction Projects)

Administrative Budget
(for Operations Projects)

ATTACHMENT B

Project Support Letters

Job Creation/Retention Letters

ATTACHMENT C

MATCHING FUNDS COMMITMENT LETTER(S)

ATTACHMENT D

MEMORANDIUM OF UNDERSTANDING

ATTACHMENT E

Mandate/Non-compliance Letter

OEPA, ODNR Letters

ATTACHMENT F

PROJECT TIMELINE
(Start and end dates)