



ED-900 – General Application for EDA Programs

A. Applicant Information

A.1. EDA Application Identifier (if available):

A.2. Please identify all applicants for this project:

	Name	SAM.gov CAGE Code	SAM.gov Registration Expiration Date	Fiscal Year End Date (mm/dd)
Lead Applicant	Tahoe Prosperity Center	7WS16	02/23/2021	12/31
Co-Applicant 1				

B. Project Information

B.1. Provide a geographical definition of the region to be served by the investment (project), including the specific geographic location of the project within the region.

The project will take place within the Lake Tahoe Basin, which is located in both California and Nevada. It includes the area surrounding Lake Tahoe that extends from its shores inland several miles. It is the same Lake Tahoe Basin boundaries as the Tahoe Regional Planning Agency utilizes. Essentially, the major highways that surround the Tahoe Basin e.g. 89, 28, and U.S. 50 frame this area. These highways act as the major corridors from which critical economic activities originate and transfer. A map with zip codes that surround the lake is attached for reference.

B.2. Describe and outline the scope of work for the proposed EDA investment, including a list of tasks to be undertaken.

The proposed Tahoe Prosperity Center project will facilitate the preparation of a robust, bi-state regional economic recovery and resiliency plan for this unique region that has for too long, been utterly dependent on tourism and visitation. The effort is called Tahoe's Transition - Economic Recovery to Resiliency. The Tahoe Prosperity Center has experience successfully implementing regional, collaborative, complex initiatives and the current priority for the region is a successful post-coronavirus economic recovery and resiliency plan for the region.

We will:

- Complete a bi-state regional economic recovery and resiliency action plan that outlines implementation steps to diversify the regional economy. This will include:

- o An economic impact analysis of pre-coronavirus pandemic economic indicators, as well as an eighteen-month forecast of the same economic indicators to frame the long-term resiliency part of the plan.
- o A list of specific initiatives and actions to best to expand economic

growth in the other non-tourism economic clusters in the region (health and wellness, sustainable recreation and environmental innovation.)

The Lake Tahoe region is known for its spectacular beauty and scenery and is home to 54,000 year-round residents. Each year however, the region sees 15 million visitors and was not prepared for the negative economic impacts of Covid-19 and the immediate shut-down of our livelihood. Ensuring Lake Tahoe, a national treasure, is prepared for and able to respond to a future pandemic will be a major component of the economic recovery and resiliency plan. Many companies are now allowing employees to work remotely for the next 6-12 months (and potentially beyond) and the Lake Tahoe area has an opportunity to attract a new workforce that stays in Lake Tahoe. Micro-enterprise businesses, new e-commerce options and expansion of existing economic clusters in the region (health and wellness, sustainable recreation and environmental innovation) are included in this planning effort.

B.3. Economic development needs

B.3.a. Does the region in which the project will be located have a Comprehensive Economic Development Strategy (CEDS)?

Yes If Yes, what is the source?

Sierra Business Council CEDS 2018-2022 (CA side -Lake Tahoe) and Western Nevada Development District (2019 Update CEDS - NV side)

No If No, then please check one:

B.3.a.i. An alternate strategic planning document that governs this investment is attached.

Add Attachment

Delete Attachment

View Attachment

B.3.a.ii. This investment is to develop a "strategy grant" to develop, update or refine a CEDS.

N/A – Not Applicable

B.3.b. Describe the economic conditions of your region. Define the economic development need to be addressed by the proposed EDA investment and explain how the proposed investment will address that need.

Our country has seen dramatic job losses since March 2020 due to the Covid-19 pandemic. Nevada had job losses of 244,800 and California saw a loss of 4 million jobs. The hardest hit industry in the nation was the leisure and hospitality industry, which makes up the majority of the Lake Tahoe region's economic activity. A year ago, in April 2019, the Lake Tahoe region had low unemployment - 2.9%. The April 2020 unemployment rate included a high of 19.6%. Half of Lake Tahoe's communities are below state per capita income levels and have been for many years. We estimate that 9,000 tourism related jobs were lost in the first month of the coronavirus pandemic. For reference, the region lost a little over 5,000 jobs during the entire Great Recession in 2007-2010. Local jurisdictions, highly dependent on Tourism Occupancy Taxes (TOT), are facing a 30-60% estimated loss in TOT - one municipality estimates a loss of \$5 million before September 30, 2020. Already, one major business closed permanently leaving 218 employees without a job to come back to after the coronavirus pandemic. Dozens of other small businesses may be closing soon.

In 2017, during the most recent update of our regional economic statistics, the Lake Tahoe regional economy had \$5.1 billion in revenue and was made up of four economic clusters:

1. Tourism - \$3.2 billion
2. Environmental Innovation - \$1.1 billion
3. Health and Wellness - \$600 million
4. Local Serving Businesses - \$200 million

Prior to the pandemic and the devastation of the Tahoe Basin economy, each of these economic sectors was exhibiting growth. However, the economic impact of our local serving businesses had been in a steady decline from \$1.5 billion in 2007 to just \$200 million in 2017 - a precipitous drop in an industry sector that has been even more severely damaged due to COVID-19. We hope Tahoe's Economic Recovery to Resiliency plan will help to reinvigorate this vital segment of our local economy, as well as help us chart a strategy for a revived growth in our other clusters.

Lake Tahoe needs to transition away from being so heavily dependent on tourism and we can do that by expanding growth in our existing industry clusters and taking advantage of our regional strengths and partnership in both states. Bringing back our local serving businesses is an important component of this plan. The economic recovery and resiliency plan will outline the most promising ways to balance tourism in the Lake Tahoe region while growing our current industry clusters.

B.4. Applicant's capability

Briefly describe the applicant's capability to administer, implement, and maintain the project.

At the beginning of the Great Recession (2007) a group of concerned community leaders convened discussions on options for economic recovery. This effort led to the research and data compiled into the Lake Tahoe Basin Prosperity Plan completed in 2010 and funded by the US EDA. The plan recommended the creation of a regional economic development entity to fill a void, recognizing that economies are cyclical and this region would again find itself in times of duress with the need for such an entity. The Tahoe Prosperity Center became that entity. We have been working in the region since then and had numerous collaborative successes including:

- Alert Tahoe (11 early fire and smoke detection cameras helping to protect our communities from wildfire.)
- Connected Tahoe (broadband expansion and improvement of communications infrastructure - including a US EDA funded Broadband Implementation Feasibility Study completed in 2019.)
- Housing Tahoe Partnership (a public and private effort to complete a collaborative housing needs assessment and action plan for the South Shore region.)

The Tahoe Prosperity Center has demonstrated previous success in bringing this diverse region together collaboratively and we look forward to leading that effort on behalf of the government jurisdictions, businesses and residents in the Lake Tahoe region, toward a stronger economic recovery and resiliency plan in the face of the Covid-19 pandemic.

B.5. List and describe the strategic partners and organizations to be engaged in this project

Primary partners include all five government jurisdictions in the region (City of South Lake Tahoe, CA; El Dorado County, CA; Placer County, CA; Washoe County, NV and Douglas County, NV) as well as the Chambers of Commerce, Visitors Authorities, business districts, educational institutions and major employers. Other stakeholders include:

- Formal Business Associations and Business Improvement Districts
- Barton Health and Tahoe Forest Hospital
- Lake Tahoe Community College, Sierra College and Sierra Nevada University
- All lake-side K-12 School Districts
- ADVANCE - Adult Education Consortium
- JOIN/Golden Sierra Workforce Development Board
- Sierra Business Council
- Tahoe Fund, League to Save Lake Tahoe
- Small Business Development Centers (both in CA and NV)
- ResilienceFund.org - local revolving loan fund
- Liberty Utilities and Sierra Pacific
- Go-Biz (CA Governor's Office of Economic Development)
- GOED (NV Governor's Office of Economic Development)
- Western Nevada Development District
- EDAWN and NNDD (Economic Development Authority of Western NV and North Nevada Development District)
- US Economic Development Administration

B.6. Describe the investment (project) impact and fit with EDA funding priorities

Recovery and Resiliency:

The primary goals of the Tahoe Economic Recovery and Resiliency Plan include preventing future significant job loss and economic disaster the region experienced due to COVID-19 by preparing for thriving businesses and better job opportunities in the post-coronavirus economy and responding to future pandemics/natural disasters by helping businesses grow beyond tourism to new sources of revenue.

Workforce Development:

The economic recovery and resiliency plan is expected to result in projects that will retrain workers in the tourism industry for jobs in our other industry sectors, support implementation of skills-training centers that address the hiring needs of the non-tourism business community with a specific emphasis on the expansion of apprenticeships. Our partner, ADVANCE, the Adult Education Consortium and local workforce development boards (JOIN and Golden Sierra) will lead this component of the resiliency plan. In addition, our Tahoe Career Connect website (tahoecareerconnect.org) already provides numerous training, apprenticeship and education opportunities. We hope to see this expand into other existing industry clusters to help them grow as a result of this economic recovery and resiliency plan.

B.7. Identify the proposed time schedule for the project

We would like to begin as soon as possible and expect to complete the work

by the end of 2021, if not sooner.

B.8. Economic impacts of the project

B.8.a. Please describe the economic impacts of the project:

Tahoe's Transition - Economic Recovery to Resiliency will create an action plan of steps for the region to implement to diversify our regional economy, which has become much too dependent on Tourism.

By bringing our regional economic clusters and industry sectors together, we can explore opportunities to grow new revenue generation activities, higher wage jobs and ensure the retraining is done locally through our colleges. We also believe that due to distance learning and now much more remote work opportunities, we can attract new investors and micro-enterprise businesses to the Basin that before thought starting a business unrelated to tourism was impossible.

Since 2008 the region has been struggling to regain the 5000 jobs lost after the Great Recession. When COVID-19 hit, the Tahoe region lost 9,000 jobs in one month. This hit our residents particularly hard because most of them were not ready to be out of work immediately and for three long months since then. The Tahoe Prosperity Center has been advocating on behalf of the community in order to promote diversification of the regional economy. Although Tourism brings in \$3 billion a year in revenue to the region, this is mostly on the backs of locals working jobs that don't pay a living wage - hence the reason none of them were prepared for a lengthy unemployment.

Along with creating 250 new jobs in the Tahoe Basin, the investment will ultimately help save at least 5,000 jobs by providing businesses with new e-commerce strategies, creative retraining efforts to get workers into new opportunities and expand on the success of local co-working centers in the region.

B.8.b. Please identify the total estimated jobs and private investment that is expected to be generated by this project:

Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment
250	5,000	\$250,000.00

B.8.c. Please identify the source of Estimates above (check as many as apply):

- Letters from Beneficiaries of the Project
- Input/Output Model (e.g. IMPLAN, REMI)
- Comparison to Similar Projects
- Other Method (specify below)

Using EMSI data for Tahoe Zip codes 2010-2020 we had an increase of more than 2700 jobs in retail, accommodation, food service, rental leasing and entertainment. This shift toward low wage, seasonal jobs is concerning. We lost many jobs in education, government and professional services. We estimate that the resilience plan will help expand other sector jobs (250). More than 5,000 jobs were lost due to Covid-19, so we expect them to return. Private investment is a Tahoe revolving loan fund.

B.9. Beneficiaries of the project

Beneficiary Name	NAICS Code	Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment
Total				

B.10. Non-EDA funding for the project

B.10.a. Are all non-EDA funds committed to the project, available as needed, and not conditioned or encumbered in any way that would preclude their use consistent with the purpose of the project?

- Yes No (explain below)

B.10.b. Identify the source, nature and amount of all non-EDA funds.

Source	Amount	Date Available	Type	Restriction/Comments
ADVANCE	\$15,000.00	06/09/2020	In-Kind	None
Douglas County, NV	\$5,000.00	06/09/2020	In-Kind	None
City of South Lake Tahoe, CA	\$5,000.00	06/09/2020	In-Kind	None
Tahoe Prosperity Center	\$11,087.00	06/09/2020	Cash	None
Placer County, CA	\$5,000.00	06/09/2020	Cash	None

B.10.c. Does the applicant plan to seek other federal financial assistance as part of or in connection with this project? If so, please describe the source, amount and any terms and conditions of the funding, and when the funding will be available for use by the applicant.

- Yes (explain below) No

B.10.d. Please attach documentation confirming non-EDA (matching or cost share) funding:

1234-MergedSupportLettersan

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B.11. Justification for sole source procurement

Will you contract work to complete part or all of this project?

- B.11.a. No
- B.11.b. Yes If yes, will contracts be awarded by competitive bid?
- B.11.b.i. Yes
- B.11.b.ii. No

If contracts will not be awarded by competitive bid, please provide a justification. A cost analysis will be necessary when adequate price competition is lacking, and for sole source procurements.

B.12. Equipment

Will any funds be used to purchase equipment?

- B.12.a. No
- B.12.b. Yes If yes, will project funding be used to install the equipment?
- Yes
- No

Please attach a list, including cost, description, purpose, and estimated useful life of any equipment that will be purchased as a part of this project.

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C. Regional Eligibility

C.1. Region

Define the area/region that is the basis for the applicant's claim of eligibility. EDA will review and evaluate documentation submitted by the applicant to verify and determine eligibility.

The project will take place within the Lake Tahoe Basin, which is located in both California and Nevada. Lake Tahoe is eligible for funding under the 2020 Public Works and Economic Adjustment Assistance program due to the National Disaster Declaration associated with the COVID-19 pandemic. A map with zip codes that surround the lake is attached for reference.

C.2. Economic Distress

Check all that apply in establishing regional eligibility (see NOFO for more details):

C.2.A. Unemployment rate

C.2.B. Per capita income

C.2.C. Special need, including:

- Substantial out-migration or population loss;
- Underemployment; that is, employment of workers at less than full-time or at less skilled tasks than their training or abilities permit;
- Military base closure or realignment, defense contractor reductions-in-force, or U.S. Department of Energy defense-related funding reductions;
- Natural or other major disasters or emergencies;
- Extraordinary depletion of natural resources;
- Closing or restructuring of an industrial firm or loss of other major employer;
- Negative effects of changing trade patterns; or
- Other circumstances set forth in the applicable NOFO (please explain below).

Economic injury due to the Coronavirus pandemic. Proclamation on Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19 Outbreak that established a national emergency for all states, tribes, territories, local governments, and the District of Columbia (<https://www.fema.gov/news-release/2020/03/13/covid-19-emergencydeclaration>)).

C.3. Substantial Direct Benefit

If the project does not meet any of the criteria above, is it located in an Economic Development District (EDD), and will it provide substantial direct benefit to residents of an area within that EDD that does meet the distress criteria?

- Yes No

Which Economic Development District?

Please explain how the proposed project will provide a substantial direct benefit to this geographic area within the EDD.

C.4. Source of data provided for regional eligibility determination

Check the box denoting what data source you used to establish eligibility:

- C.4.a. The most recent ACS data published by the U.S. Census Bureau.
- C.4.b. The most recent Bureau of Labor Statistics Data.

- C.4.c. The most recent other federal data for the region in which the project is located (e.g., U.S. Census Bureau or the Bureaus of Economic Analysis, Labor Statistics, Indian Affairs, etc.).
- C.4.d. If no federal data are available, the most recent data available through the state government for the region in which the project is located.
- C.4.e. Other data to substantiate regional eligibility based on a "Special Need" as defined in 13 C.F.R. § 300.3.

Please attach a copy of the documentation used to support your claim of eligibility:

1235-Tahoe Unemployment2019

Add Attachment

Delete Attachment

View Attachment

D. Budget and Staffing

To be completed by applicants for non-construction assistance only

D.1. Budget justification

In order to prepare a robust, bi-state regional economic recovery and resiliency plan for Lake Tahoe, it is anticipated that a project manager will be needed to oversee the planning effort during the duration of the grant period. Two part-time support staff will also support the collaborative regional effort. Expected cost for this component is \$34,537 including salary and fringe benefits. In addition, contractors will be competitively approved for components of the final plan, including contractors for the economic impact analysis and forecasting, workforce development, and facilitation of the regional industry cluster and geographic workgroup activities. The estimated cost for these contractors is \$140,000. Direct costs including rent, supplies, travel and community and business outreach are estimated at \$13,132. Because Tahoe Prosperity Center has never had a negotiated rate for indirect costs, they have been calculated using the 10% de minimus rule and are estimated at \$12,766 to complete Tahoe's economic recovery and resiliency action plan is \$205,435.

D.2. Indirect costs

As the Tahoe Prosperity Center has never had a negotiated rate for indirect costs, we propose using the de minimus rate of 10% for modified total direct costs, which, for this this award is \$12,766.

D.3. Key applicant staff

Heidi Hill Drum, CEO of the Tahoe Prosperity Center
Heidi has more than 25 years experience in public policy, communications and collaboration. Her background includes facilitating consensus-based solutions with government agencies and the public on issues ranging from water disputes, public lands grazing, natural resources, transportation and economic planning. She has expertise implementing collaborative solutions, which makes her especially suited to the Tahoe Prosperity Center's mission of uniting Tahoe's communities to strengthen regional prosperity.

E. Administrative Requirements

E.1. Civil rights

E.1.a. Does the applicant understand and agree to comply with all applicable civil rights requirements (see 13 C.F.R. § 302.20)?

- Yes No (explain below)

E.1.b. Do identified "Other Parties" (as listed in question B.9.), businesses that will create and/or save fifteen or more jobs as a result of the EDA project, understand and agree to comply with all applicable civil rights requirements under 13 C.F.R. § 302.20, including the requirement to provide signed assurances of compliance (ED-900B)?

- Not Applicable (No Other Parties Identified) Yes No (explain below)

E.2. Lobbying certifications

Will you be able to comply with federal requirements regarding lobbying?

- Yes No (explain below)

E.3. Compliance with Executive Order 12372, State Single Point of Contact (SPOC)

Does the state in which the project will be located have a project review process that requires submission to a Single Point of Contact (SPOC)?

- E.3.a. No. Go to Question E.4
 E.3.b. Yes

If Yes, does this request for EDA investment assistance meet the SPOC process established by the state?

- E.3.b.i. No E.3.b.ii. Yes

Please explain why not

If Yes, were SPOC comments/clearance received?

E.3.b.ii.a. Yes

Please attach the comments/clearance:

1236-Compliance with EO 123

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E.3.b.ii.b. No. The review period has expired and no comments were received.

E.3.b.ii.c. No. Comments have been requested but the review period has not yet expired.

Please attach evidence of your request for comments:

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E.4. Single Audit Act Requirement

E.4.a. Does the applicant understand and agree to the requirements of subpart F of 2 C.F.R. part 200 regarding federal audits?

Yes

No

E.4.b. Is the applicant currently audited under the Single Audit Act?

E.4.b.i. No

E.4.b.ii. Yes, If yes:

E.4.b.ii.a. What is the date of the most recent audit?

E.4.b.ii.b. Was this audit submitted to the Federal Audit Clearinghouse?

Yes

No

F. Requirements for Non-Governmental Applicants (Excluding Public Universities and Certain District Organizations)

As indicated below, non-governmental applicants (excluding public universities and district organizations) must also provide a copy of the following items, either using the Attachments form that is part of the application package downloaded from www.Grants.gov or providing a hard copy.

F.1. Non-profit organizations must provide a current Certificate of Good Standing from the State in which they are incorporated.

1237-TPC-NV-GoodstandingCer

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F.2. New non-profit organization applicants must provide their Articles of Incorporation and By-Laws. Non-profits with an active EDA grant must either provide a) a revised copy of their Articles of Incorporation or By-Laws if these have been amended or b) a statement certifying that there has been no change in the organization's Articles of Incorporation or By-Laws.

1238-TPCBy-LawsMay2016.pdf

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F.3. Non-profit organizations must provide a resolution passed by a general purpose political subdivision of a State (e.g., local government entity) or a letter signed by an authorized representative of a local government acknowledging that the applicant is acting in cooperation with officials of the political subdivision. EDA may waive this requirement for certain projects of significant regional or national scope (see 13 CFR § 301.2(b)).

1239-CityLtr of Coordinatio

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F.4. If applying for a construction or RLF investment, an applicant must afford the appropriate general purpose governmental authority a minimum of 15 days to review and comment on the proposed project (13 CFR § 302.9(a)).

Will the applicant be able to provide these comments?

Yes

Not applicable, because the applicant is not applying for a construction or RLF grant

Not applicable, because this requirement has been satisfied under an existing RLF plan

No, for another reason (explain below)

Instructions for Form ED-900

A. Applicant Information

A.1. EDA Application Identifier – If EDA has previously provided an identifier for your proposal/application, please enter that identifier here. Otherwise, leave blank.

A.2. Please identify all applicants for this project:

The Lead Applicant should be the party who is responsible for handling disbursement of funds and reporting to EDA.

Note that Sam.gov registration is required of all EDA applicants and awardees. Please list the relevant CAGE Code and SAM.gov expiration data for all applicants and co-applicants (if any).

B. Project Information

B.1. Provide a geographical definition of the region to be served by the investment (project), including the specific geographic location of the project within the region.

Clearly and concisely describe the region where the project will be located, including the specific geographic location of the project within the region, as well as background on the assets of the area, which may include clusters, and workforce, physical, educational and financial infrastructure.

B.2. Describe and outline the scope of work for the proposed EDA investment, including a list of tasks to be undertaken.

List specific activities that will be undertaken and the specific deliverables that will be produced as a result of this investment. The description of the proposed project must include a clear statement of the overall purpose of the project.

Applicants for construction assistance (including design and engineering assistance) should also include a statement of project components. Indicate if the proposed project involves the construction of a new facility or facilities or the enlargement, expansion, renovation, or replacement of an existing facility or facilities. Describe the existing facility and proposed project components in terms of dimensions, capacities, quantities, etc.

Applicants for Partnership Planning Assistance should provide a narrative on the economic development activities that will be undertaken including managing and maintaining the CEDS process.

Applicants for Short Term Planning Assistance should provide a narrative explaining how the proposed scope of work will enhance economic development planning capacity of the identified region. Include any relationship or collaboration with other public and private entities. Please explain how the strategy will expand the capacity of public officials and economic development organizations to work effectively with employers and enable the region to plan and coordinate the use of available resources to support economic recovery and the development of a regional economy and/or develop innovative approaches to economic revitalization in the region.

Applicants for State Planning Assistance should provide a narrative outlining the proposed scope of work for the project. Include the relationship to any existing CEDS or similar planning processes in the region and the goals and objectives of the proposed project.

B.3. Economic development needs

Except for grants to fund developing, updating or refining a CEDS as described in 13 C.F.R. § 303.7, the region in which Public Works or Economic Adjustment projects will be located must have a CEDS with which the project is consistent.

B.3.a. Does the region in which the project will be located have a Comprehensive Economic Development Strategy (CEDS)?

If Yes, what is the source? *Note: If you are unsure if your region has a CEDS, please contact your local District Organization. In areas without a District Organization, CEDS may also be obtained at the City, County, or State level.*

If No, then please check one of the indicated options:

B.3.a.i. There is an alternate strategic planning document that will govern this investment. Please identify the strategy and provide a copy of this planning document, either by attaching the document to this application or submitting a hard copy.

B.3.a.ii. This investment is to create a strategy plan to develop, update or refine a CEDS. Please explain how the strategy will expand the capacity of public officials and economic development organizations to work effectively with employers and enable the region to plan and coordinate the use of available resources to support economic recovery and the development of a regional economy and/or develop innovative approaches to economic revitalization in the region.

B.3.b. Briefly describe the economic conditions of the region described in B.1, as well as the economic adjustment problems or economic dislocations the region has experienced (or is about to experience) and the regional impact of these conditions. How does the project address the economic development needs of the region and the goals and objectives of the CEDS for the region or the alternate strategic planning document described in section b below? See 13 C.F.R. part 303.

B.4. Applicant's capability

Briefly describe the applicant's capability to administer, implement, and maintain the project.

B.5. List and describe strategic partners and organizations to be engaged in this project

Describe existing regional partnerships (if any) that are directly engaged in supporting the proposed project, including a discussion of the extent of participation of government agencies, private sector interests, education providers, non-profits, community and labor groups, workforce boards, utilities, etc.

B.6. Describe the investment (project) impact and fit with EDA funding priorities

Concisely document how the proposed project aligns with one or more of EDA's investment priorities. Applicants that propose projects that do not align with EDA's investment priorities will not be as competitive as those that do. Applicants are strongly encouraged to review EDA's investment priorities, as outlined in the applicable Notice of Funding Opportunity (NOFO) announcement on www.Grants.gov.

B.7. Proposed time schedule for the project

Provide a proposed time schedule for completion of the project, including when (month/year) the project will begin and end. Explain any potential issues that could affect project implementation.

B.8. Economic impacts of the project

Provide a clear and compelling justification for the long-term potential economic impact of the proposed project, through anticipated job creation or retention, private investment leveraging, number of businesses or collaborations supported, or other appropriate measures. All job and private investment estimates should reflect the anticipated impact within nine years of the potential EDA investment. Applicants must attach letters of commitment from any identified beneficiaries.

For all other measures, applicants should clearly identify the expected time frame. In all cases, applicants must document the benefit and provide third-party data or information available to support these claims.

B.9. Beneficiaries of the project

If applicants have identified specific private sector employers that are expected to create and/or save jobs as a result of the project, applicants should list those beneficiaries in the table provided. All job and private investment estimates should reflect the anticipated impact within nine years of the potential EDA investment.

NAICS Code: The NAICS code for the major industry category of the beneficiary company (see www.naics.com for a searchable list).

Jobs Created: The number of jobs that the company expects to create as a result of the project.

Jobs Retained: The number of jobs that the company expects to retain as a result of the project.

Private Investment: The amount of private investment that the company expects to make in its business/ community as a result of the project.

Form ED-900B must be completed by each beneficiary that expects to create and/or save fifteen or more jobs as a result of the project.

B.10. Non-EDA funding for the project

Select the appropriate response to each question. Applicants should identify the source, nature and amount of all non-EDA funds, including in-kind contributions (non-cash contributions of space, equipment, services, or assumptions of debt). Explain the status of all funding commitments, including the date the funds will be available from each source, and describe any conditions or restrictions on the use of such funds. If in-kind contributions are included, explain the basis on which they are valued. If so, please describe the source, amount and any terms and conditions of the funding, and when the funding will be available for use by the applicant. Please attach evidence of commitment from all funding sources. For example, if bonds are contemplated as match, counsel opinion of the applicant's bonding authority and eligibility of the bonds for use as match, along with full disclosure of the type of bonds and the schedule of the applicant's intended bond issue, are required.

B.11. Justification for sole source procurement

Select the appropriate response to each question.

B.12. Equipment

Select the appropriate response to each question.

C. Regional Eligibility

Public Works and Economic Adjustment Assistance projects must satisfy regional eligibility requirements (see NOFO for more details). This section will assist EDA in determining if the proposed project satisfies these eligibility requirements.

Planning and Technical Assistance applications: although meeting specific distress criteria is not a prerequisite for funding under these programs, the economic distress level of the region impacted by a project serves as the basis for establishing the EDA share of the total cost of the project and can inform competitiveness.

Please answer all questions completely and accurately and attach explanations and supporting documentation where applicable.

C.1. Region

Clearly define the area/region that is the basis for your claim of eligibility.

C.2. Economic Distress

Check all that apply in establishing regional eligibility (see NOFO for more details):

C.2.A. Unemployment rate: The project is located in a region that has an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point above the national unemployment rate.

C.2.B. Per capita income: The project is located in a region that has a per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income.

C.2.C. Special need: The project is located in a region that has experienced or is about to experience a "Special Need" (as defined in 13 C.F.R. § 300.3) arising from actual or threatened severe unemployment or economic adjustment problems resulting from severe short-term or long-term changes in economic conditions, including: Substantial out-migration or population loss; Underemployment, that is, employment of workers at less than full-time or at less skilled tasks than their training or abilities permit; Military base closure or realignment, defense contractor reductions-in-force, or U.S. Department of Energy defense-related funding reductions; Natural or other major disasters or emergencies; Extraordinary depletion of natural resources; Closing or restructuring of an industrial firm or loss of other major employer; Negative effects of changing trade patterns; or other circumstances set forth in the applicable NOFO.

C.3. Substantial Direct Benefit

A project located within an Economic Development District (EDD) that is located in a region that does not meet the economic distress criteria set forth in section C.2 above, is also eligible for EDA investment assistance if EDA determines that the project will be of "substantial direct benefit" to a geographic area within the EDD that meets the distress criteria set forth in question C.2 above by providing significant employment opportunities for unemployed, underemployed, or low-income residents of the distressed geographic area within the EDD. If applicable, identify the EDD in which the proposed project will be located, as well as the geographic area within the EDD that meets the economic distress criteria detailed in section C.2., and explain how the proposed project will provide a substantial direct benefit to this geographic area within the EDD. (See NOFO for more details.)

C.4. Source of data provided for regional eligibility determination

Check the appropriate box denoting what data source you used to establish eligibility. Please attach data used to establish eligibility.

D. Budget and Staffing

To be completed by applicants for non-construction assistance only

D.1. Budget justification

Provide a clear budget justification that identifies how funds in each line item of the budget will be utilized to support the proposed project. Explain the proposed use of any amounts budgeted for "Equipment," "Contractual," or "Other," if any, on Form SF-424A, Budget Information - Non-Construction Programs.

D.2. Indirect costs

Explain the types of indirect costs, if any, on Form SF-424A. If there are any indirect costs, please submit a copy of the current Indirect Cost Rate Agreement that your organization has with its cognizant Federal agency. Alternatively, applicants must provide supplemental documentation such as: a certificate of indirect costs and acknowledgment letter from the cognizant agency, a cost allocation plan, an indirect cost rate proposal and/or other acceptable documents under Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) as set forth in 2 C.F.R. part 200 or relevant procurement regulations.

D.3. Key applicant staff

Identify key applicant staff who will undertake and complete project activities. Include a description of the knowledge, organizational experience, and expertise of individual staff members. In addition, explain how organizational resources will be used to complete project activities. For National Technical Assistance, Training and Research and Evaluation projects, specify which positions will be charged to the federal and non-federal portion of the project budget.

E. Administrative Requirements

E.1. Civil rights

Select the appropriate response, providing an explanation if "no."

E.2. Lobbying certifications

All applicants for federal financial assistance must certify that federal funds have not been used and will not be used for lobbying in connection with this request for federal financial assistance (Form CD-511). If non-federal funds have been or are planned to be used for lobbying in connection with this request for federal financial assistance, Form SF-LLL also must be completed. Applicants must comply with 13 C.F.R. § 302.10 regarding attorneys' and consultants' fees and the employment of expeditors. This regulation requires that applicants identify and disclose the amount of fees paid to anyone engaged to assist the applicant in obtaining assistance under the Public Works and Economic Development Act of 1965 (PWEDA), as amended.

E.3. Compliance with Executive Order 12372, State Single Point of Contact (SPOC)

Select the appropriate response to each question, please attach any comments that have been received. If the comment period has not yet expired or comments were not received, attach evidence of your request for comments.

E.4. Single Audit Act Requirement

Select the appropriate response to each question.

F. Requirements for Non-Governmental Applicants (Excluding Public Universities and Certain District Organizations)

As indicated, non-governmental applicants must also provide a copy of the requested items, either using the Attachments form that is part of the application package downloaded from www.Grants.gov or submitting a hard copy. Public Universities and Certain District Organizations may be exempt from this requirement, please contact your Regional Office to determine the requirements applicable to your organization.