

## **SCHUYLER COUNTY ECONOMIC DEVELOPMENT FUND APPLICATION**

The Schuyler County Legislature has established an Economic Development Reserve Fund to provide resources for targeted community development and growth. These funds are earmarked for municipal projects designed to directly benefit a smaller subset of the county while positively impacting the overall county economy and is available to municipal governments and quasi-governmental organizations having business in Schuyler County.

The Community Development and Natural Resources Committee (CDNR) will evaluate applications for funding of local projects and recommend to the County legislature which projects should receive funding. To aid in these funding decisions, a specific rubric (attached to this application) has been designed to assist members of the CDNR Committee in prioritizing projects.

The county will distribute these funds (subject to availability) in consideration and evaluation of the following project priorities (in no particular order):

- Downtown/hamlet development
- Agricultural development
- Infrastructure upgrades/development
- Job expansion/retention
- Providing essential services to residents
- Improve quality of life
- Provide resources for gap in funding a project
- Tourism enhancements

Other criteria the legislature will consider include:

- Impact on the largest number of community members
- Serves a broad segment of the population
- Ability to leverage additional funding or private investment
- Innovative or creative solutions to existing regional challenges
- Organization's demonstrated ability to implement the project
- Demonstrates sound financial plans for future funding (sustainability) of the project/program
- Impact relative to county/ local municipality economy and tax base;
- Consistency with local and regional development goals and objectives;
- Numbers and types of jobs retained and /or created;
- Projects should have substantial benefits beyond their site. How will the project spur additional development, activity, or other improvements in Schuyler County?

The county will provide general guidance for the application process through the Planning Department. Contact Kristin VanHorn at (607) 535-8211 or [kvanhorn@co.schuyler.ny.us](mailto:kvanhorn@co.schuyler.ny.us).

Completed applications and any supporting documentation should be submitted to the Office of the County Administrator via email: [PTomassi@co.schuyler.ny.us](mailto:PTomassi@co.schuyler.ny.us). The county will communicate with project sponsors throughout the process to keep all parties informed. Awards also will be communicated and publicized at the convenience of the CDNR Committee and Schuyler County Legislature.

**SCHUYLER COUNTY  
ECONOMIC DEVELOPMENT FUND  
APPLICATION**

**Project Sponsor:**

1. Municipality/ Jurisdiction/ Organization: \_\_\_\_\_
2. Mayor/Supervisor/Director: \_\_\_\_\_
3. Contact Information: [phone]\_\_\_\_\_ [email]\_\_\_\_\_
4. Address: \_\_\_\_\_
5. Current Operating Budget: \$\_\_\_\_\_
6. Current Unreserved General Fund Balance: \$\_\_\_\_\_

**Project Information/ Background:**

1. Project Name: \_\_\_\_\_
2. Project Location: \_\_\_\_\_
3. Purpose of Project [one sentence]: \_\_\_\_\_
4. Proposed Implementation Date of Project: \_\_\_\_\_
5. Amount Requested: \$\_\_\_\_\_ Total Project Cost: \$\_\_\_\_\_
6. Total number of persons to be served by this proposal: \_\_\_\_\_
7. Geographic Area Served: \_\_\_\_\_
8. Is the project located in an Opportunity Zone? \_\_\_\_\_
9. Has a preliminary environmental investigation been completed? Are there any known environmental issues on the proposed project site?

## **Proposal Narrative**

This proposal narrative should briefly explain why your organization is requesting this grant, what outcomes you hope to achieve, and on how funds will be spent.

### **1. Statement of needs/problems**

[What needs/problems will this project address? Why is this project important?]

### **2. Description of the target population**

[How will the target population benefit from your proposed project? What is the estimated size of your target population? How was the target population involved in defining problems to be addressed and planning the program?]

**3. Description of project goals and objective**

[Clearly describe identified goals and objectives. Include a statement as to whether this is a new or ongoing project of the applicant.]

**4. Plans to accomplish goals and objectives**

**5. Timetable for implementation.**

[Include a general timeframe and phasing for implementation]

**6. Describe the jobs created as part of this project.**

- a. **Current Employment:** Full Time #\_\_\_\_\_ Part Time#\_\_\_\_\_
- b. **Projected Employment Increases:** Full Time #\_\_\_\_\_ Part Time #\_\_\_\_\_
- c. **Minimum Starting Hourly Wage:** Full Time \$\_\_\_\_\_ Part Time \$\_\_\_\_\_

**7. Describe the private support for this project.**

**8. Sustainability**

Is this project a one-time funding request?

Will the project require ongoing investment? If yes, what are the long-term strategies for funding the project beyond the initial capital investment?

**9. Dissemination**

[Describe how the grantee organization will disseminate results of the project and publicize support from the Economic Development Fund.]

**Budget**

- 1. **Applicant fiscal year:** \_\_\_\_\_
- 2. **Project Period:** \_\_\_\_\_
- 3. **Amount Requested:** \_\_\_\_\_
- 4. **Request represents** \_\_\_\_\_ **% of the total project.**
- 5. **Request is** \_\_\_\_\_ **% of your annual budget.**
- 6. **Amount of Private Investment included in the project:** \_\_\_\_\_

**7. Other Funding**

[If other sources of funding that have been applied for and applicable to the proposal. List each source and amount requested. If applicable, indicate if the status of the funding is pending, committed, or received and for what year]

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Status: \_\_\_\_\_ Year: \_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Status: \_\_\_\_\_ Year: \_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Status: \_\_\_\_\_ Year: \_\_\_\_\_

## **Project Evaluation:**

The Schuyler County Legislature - Economic Development Fund Committee will review all applications based on some of the following criteria which appear in no particular order of importance:

- Impact on the largest number of community members
- Serves a broad segment of the population
- Ability to leverage additional funding or private investment
- Innovative or creative solutions to existing regional challenges
- Organization's demonstrated ability to implement the project
- Demonstrates sound financial plans for future funding (sustainability) of the project/program
- Impact and county/ local municipality economy and tax base;
- Consistency with local and regional development goals and objectives;
- Numbers and types of jobs retained and /or created;
- Projects should have substantial benefits beyond their site. How will the project spur additional development, activity, or other improvements in Schuyler County?