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**OPPORTUNITY & PACKAGE DETAILS:**

Opportunity Number:	PWEAA2020
Opportunity Title:	FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding
Opportunity Package ID:	PKG00255947
CFDA Number:	11.300
CFDA Description:	Investments for Public Works and Economic Development Facilities
Competition ID:	PW-EAA-C
Competition Title:	EDA Construction Full Application 11.300 and 11.307
Opening Date:	10/18/2019
Closing Date:	09/30/2022
Agency:	Economic Development Administration
Contact Information:	<a href="http://www.eda.gov/contact">www.eda.gov/contact</a>

**APPLICANT & WORKSPACE DETAILS:**

Workspace ID:	WS00524885
Application Filing Name:	City of Twentynine Palms - Wastewater Package Treatment Plant EDA Application
DUNS:	1951401990000
Organization:	TWENTYNINE PALMS, CITY OF
Form Name:	ED-900 General Application for EDA Programs
Form Version:	1.1
Requirement:	Mandatory
Download Date/Time:	Jan 05, 2021 06:04:40 PM EST
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**FORM ACTIONS:**



# 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	City of Twentynine Palms	5F5X6	01/12/2021	06/30
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 City of Twentynine Palms, located in San Bernardino County, is a "desert oasis." It is the home of Joshua Tree National Park Headquarters and Main Park Entrance (aka the North Entrance) and proud host of the Marine Corps Air Ground Combat Center, the world's largest Marine Corps training base. The City is renowned for its world class murals and artists, supportive business climate, pristine air, beautiful natural surroundings, desert and mountain vistas, and friendly family lifestyle.

Beyond the last of the City's traffic lights, Twentynine Palms is the gateway to the Mojave Desert, Joshua Tree National Park, the Mojave National Preserve, and the great California Outback. The location makes Twentynine Palms fertile ground for a developing tourism industry, which would have significant economic benefits for residents of the City and the larger region. In order to realize this economic potential, Twentynine Palms is requesting assistance to build a Wastewater Package Treatment Plant in the downtown area as part of the broader economic revitalization effort known as Project Phoenix. Project Phoenix is located on approximately 10 acres, from Twentynine Palms Highway (Route 62) South to Cactus Drive, and from Cholla Avenue on the east to Tamarisk Avenue on the West. The Wastewater Package Treatment Plant would serve existing developments in the downtown area of the City of Twentynine Palms.

Agencies within the Mojave Region, all economically disadvantaged, share critical water challenges that include limited access to funding for water infrastructure projects. Difficulties with aging infrastructure create economic limitations and barriers to the sustainable use of the Twentynine Palms Valley Groundwater Basin.

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

The City of Twentynine Palms seeks to construct a Wastewater Package Treatment Plant in order to address substantial wastewater infrastructure needs that will enhance economic development opportunities for local residents and outside investors. The scope of work for this project includes two primary components: the Package Treatment Plant Construction and Groundwater Well Construction. Preliminary design and planning work is already underway and anticipated to be completed by December 2020. Since the engineering work has already commenced, all expenses related to that process will be covered by the City of Twentynine Palms.

Package Treatment Plant Construction:

Installation of an onsite package treatment plant  
Installation of three groundwater monitoring wells

Groundwater Well Construction:

Groundwater Monitoring Well Installation  
Well Survey  
Well Development  
Investigation Derived Wastes  
Well Installation Report

Part of the requirements set forth by the Colorado River Water Quality Control Board include the installation of three groundwater quality monitoring wells downstream of the treatment location. The groundwater monitoring wells will continue to monitor the groundwater quality during the full lifespan of the Package Treatment Plant.

**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?

San Bernardino County Comprehensive Development Strategy (2018).  
Project Phoenix is listed on page 16 and page 35.

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.

According to US Census data for the years 2014-2018, the City of Twentynine Palms has a median household income of \$41,668. The 2018 American Community

Survey (ACS) estimates that Twentynine Palms has a 23.9% poverty rate. 91% of the City is designated by the State of California as a Disadvantaged Community (DAC). The City of Twentynine Palms has a per capita income of \$20,781, less than 50% of the national average of \$53,820.

The project location, in the downtown area, is located in a severe DAC region. The US Census Bureau estimates that the City of Twentynine Palms has 26,418 residents as of 2018. Population growth over the past decade has been stagnant in this rural community (4.9% compared to the 2010 census). The nearby Twentynine Palms Marine Corps Air Ground Combat Center has 12,000 active duty Marines plus 2,000 civilian employees. The proposed task within the larger redevelopment project will create a destination for quality of life for the service men and women that will lead to business opportunity. As a whole, the Project Phoenix development plan includes an approximately 11,000 square foot Community Center, a 4,100 square foot Joshua Tree National Park Cultural and Visitor Center, and 10,000 square foot entry plaza and a three block long Paseo serving the businesses along Route 52.

The Package Treatment Plant will eliminate barriers to new business development and job creation. 100% of the City currently utilizes individual septic tanks for wastewater, which prevents outside investors from pursuing business opportunities in Twentynine Palms. A struggling, low capital business climate also presents challenges, with many of the local businesses characterized as "mom and pop shops." These "mom and pops" are not capitalized as larger national brand businesses, they need revenue and cash flow. And with this task within the Project Phoenix redevelopment project, it will allow the Joshua Tree National Park Visitor and Cultural Center to open, along with the hotel, that will create customers for revenue and cash flow. Low educational attainment is another defining factor that limits upwards mobility for residents, with only 20.8% holding a Bachelor's degree (10.7% lower than the national average).

The COVID-19 pandemic has impacted industries prevalent in the City of Twentynine Palms particularly hard. Shelter-in-place orders and a sharp decline in travel decimated the tourism industry's revenue projections for this year. Twentynine Palms's proximity to the Joshua Tree National Park, the only National Park in Southern California, is one of the city's primary economic industries. Nearby attractions like Disneyland are also suffering from prolonged closures and declined attendance, which decreases the spillover tourism effect as well. The downtown area of Twentynine Palms predominantly features restaurants, bars, hotels, and a hair salon--all businesses severely impacted by COVID-19.

Project Phoenix is a downtown revitalization effort that includes numerous public infrastructure projects: upgraded streets, streetscape, curb/gutter/sidewalks, paseo, sewer and water line improvements, and undergrounding utilities. Nearly \$21M has already been invested into these efforts. Assistance from EDA will help bring the full vision of Project Phoenix to fruition by addressing critical infrastructure needs. EDA previously invested \$40,000 in the City of Twentynine Palms to conduct a market study; the results of this study have guided economic development plans that contribute to the planning for Project Phoenix.

#### **B.4. Applicant's capability**

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

The City of Twentynine Palms has been committed to executing Project Phoenix since 2011, when the local Redevelopment Agency issued Housing and Non Housing Tax Allocation Bonds to finance the initiative. Property acquisition has been completed, a contractor was selected through a competitive bidding process to work on this project, and the water and sewer infrastructure is complete. Given the years of staff and community commitment to seeing this project through and the substantial amount of groundwork that has already been done to make this project "shovel ready," the City of Twentynine Palms is prepared to implement this project and maximize the EDA's investment by moving forward expediently without any administrative issues.

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

NV5 will serve as the civil engineer for the design of the Package Treatment Plant. NV5 is a leading provider of professional and technical engineering services with more than 4,000 employees and 100 offices worldwide. The company specializes in infrastructure development, program management, environmentally-conscious design, utility services, and construction quality assurance. The City, with the design, will bid then construct the package treatment plant.

Holt Architecture, established in 1983, is a full-service firm that provides highly personalized service that is tailored to size, complexity, scheduling, and the budget of each project.

Tilden-Coil Constructors, located in the Inland Empire of Southern California, is a general contractor and construction manager with over 80 years of operating experience.

Charles Abbott and Associates is an alternative legal services provider that works with local and state governments, specializing in building & safety, city engineering, public works, environmental, and fire prevention services. The firm has offices in 8 states and has operated since 1984.

Joshua Tree National Park is described as the place "where two deserts meet," a unique national park that includes the Mojave and Colorado Desert ecosystems. This park is the premier tourist attraction in the Inland Empire region and the only national park located in Southern California.

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

The proposed project fits under two of the EDA's established funding priorities.

Recovery & Resilience: Businesses in the downtown area of the City of Twentynine Palms are all low capital, family-owned businesses that are particularly susceptible to the negative impacts of the COVID-19 outbreak and subsequent shelter-in-place orders (as outlined in response to B.3.b). However, financial support from EDA to progress with this integral component of the Project Phoenix downtown revitalization efforts will enable a robust recovery and strengthen local economic conditions to promote long-term resiliency. The increased economic opportunity and

outside investment in the community promotes confidence in the local economy, which in-turn helps realize economic resiliency. This investment has a potential multiplier effect that would make a tremendous difference for the City of Twentynine Palms as it recovers from the COVID-19 recession.

Due to the projected decline in revenues associated with COVID-19 and without outside assistance, the City of Twentynine Palms would be forced to delay the construction of this project. Significant delays would have a cascading negative impact on positive economic benefits that this project and associated development would have on the city's economic recovery and long-term resilience.

Critical Infrastructure: In order for the City of Twentynine Palms to remove barriers to economic growth, it must transition away from a 100% septic tank infrastructure. The lack of a centralized sewage system is a major deterrent for outside investors and inhibits the City's ability to achieve local economic security. Currently, the City of Twentynine Palms has completed the installation of the sewer lines necessary to address this critical infrastructure need. The only missing component is the construction of a Package Treatment Plant and the required Groundwater Monitoring Wells to make the system operational. This sewage system will allow for future additions as the local economy grows and encourages additional outside investment.

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

If funded, the City of Twentynine Palms anticipates beginning construction for the Package Treatment Plant in June 2021. Project completion is scheduled for February 2022. Prior to beginning construction in June 2021, the City would begin bidding out the buildings in November 2020 and completing site improvements after heavy equipment is removed. This would include sidewalk, street lighting, and other necessary improvements that would be paid for by local investment dollars.

Final Design Period: 6 months, October 2020 - April 2021

Permit Acquisition (Concurrent with Design Period): 3 months, October 2020 - January 2021

Soliciting Bids and Awarding of Contract: 2 months, April 2021 - June 2021

Construction Period: 6 months, July 2021 - February 2022

#### **B.8. Economic impacts of the project**

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

The Package Treatment Plant will connect 18 directly affected business locations and have the capacity to connect future developments with the purchase of additional land. Planned connections include: a multi-purpose facility, the Joshua Tree National Park Visitor and Cultural Center, a Hilton Homes 2 development (approximately 100 hotel rooms), and the aforementioned 18 businesses. No land acquisition activities are required for the implementation of these connections. The infrastructure for sewage lines have already been developed, and the project is "shovel ready" once the final engineer's report is completed.

Projections from the City of Twentynine Palms show that the Joshua Tree National Park Visitor Center will attract approximately 1M additional

visitors to the City annually alone. The potential to levy occupancy taxes on additional hotel capacity also creates possibilities for increased City revenues.

The proposed Joshua Tree National Park Visitor Center cannot be supported by septic tanks. Growing capacity for this exclusive attraction will tremendously benefit the City of Twentynine Palms; in 2014, the National Park attracted 1.4M visitors and has experienced significant growth over the past few years. By 2019, the number of visitors has more than doubled to 3M. The three major indigenous tribes in the area are working together with the National Park to create an artifact museum. This site will attract regional, national, and worldwide visitation.

**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
15	200	\$14,000,000.00

**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)

Estimates are based on projections from the City of Twentynine Palms using the average number of 5 employees per businesses directly (18) and indirectly (22) affected in the project area (40 businesses total). The proposed project will also generate private investment from the Hilton Hotels company for a Home2 by Hilton location estimated to cost \$14,000,000.

NOTE: A list of beneficiaries (B.9) can be found in the Environmental Narrative portion of the proposal.

**B.9. Beneficiaries of the project**

Beneficiary Name	NAICS Code	Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment
<b>Total</b>				

**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
Land	\$146,500.00	07/29/2020	In-Kind	Land is Free and Clear
Cash	\$272,420.00	07/29/2020	Cash	Bond Funds

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

The City of Twentynine Palms submitted an application for the Defense Community Infrastructure Program through the Department of Defense on June 26th to fund this same project. If proposals are both awarded, the City of Twentynine Palms will prioritize whichever award is received first and/or whichever award covers the full amount of requested federal funding for the project.

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

29 Palms Program Budget 6 1

Add Attachment

Delete Attachment

View Attachment

**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.

Add Attachment

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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 City of Twentynine Palms

### 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).

### 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:

QuickFacts Jul-03-2020.csv

Add Attachment

Delete Attachment

View Attachment

**D. Budget and Staffing**

To be completed by applicants for non-construction assistance only

**D.1. Budget justification**

**D.2. Indirect costs**

**D.3. Key applicant staff**

## 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:

Add Attachment

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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:

Add Attachment

Delete Attachment

View Attachment

#### 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](http://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.

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

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.

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

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)).

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

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

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## 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](http://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](http://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](http://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.