


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 406 COUNTIES DESIGNATED BY CONGRESS AS THE APPALACHIAN REGION. IN OHIO, 29 OF THE 88 COUNTIES ARE DESIGNATED AS APPALACHIA AND ELIGIBLE FOR FUNDING. OF THESE 29 COUNTIES, SEVEN COUNTIES ARE DESIGNATED BY ARC AS DISTRESSED.

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 THREE LOCAL DEVELOPMENT DISTRICTS (LDD):

-  BUCKEYE HILLS-HOCKING VALLEY REGIONAL DEVELOPMENT DISTRICT LOCATED IN MARIETTA
-  OHIO MID-EASTERN OHIO GOVERNMENTS ASSOCIATION LOCATED IN CAMBRIDGE
-  OHIO VALLEY REGIONAL DEVELOPMENT COMMISSION LOCATED IN WAVERLY

A POTENTIAL APPLICANT MUST WORK WITH ONE OF THE LDDs 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 FY 2009 IS AS FOLLOWS:

PRE-APPLICATION PROCESS

APRIL- JUNE 2008

1. LDD WORKS WITH THEIR LOCAL COMMUNITIES TO DEVELOP PROJECTS THAT WILL HAVE THE GREATEST IMPACT ON THEIR AREA.
2. LDD COMPILES A LIST OF PROJECTS TO PRESENT TO THEIR BOARD OF DIRECTORS.
3. LDD AND BOARD OF DIRECTORS MEET AND PRIORITIZE ALL PROJECTS.
4. LDD SUBMITS PRIORITY PROJECT PACKAGE TO GOA.
5. LDD'S AND GOA MEET TO DEVELOP OHIO INVESTMENT PACKAGE (FINAL LIST OF PROJECTS COMPILED FROM 3 LDD PRIORITY PROJECTS SUBMITTED).
6. GOA SUBMITS INVESTMENT PACKAGE TO ARC.

FULL APPLICATION PROCESS

JULY 2008 – FEBRUARY 2009

1. LDD'S MEET WITH APPLICANTS ON PRIORITY LIST TO REVIEW GUIDELINES FOR FULL APPLICATION.
2. APPLICANTS SUBMIT FULL APPLICATIONS TO LDD'S FOR REVIEW.
3. LDD'S SUBMIT FULL APPLICATIONS TO GOA FOR REVIEW AND SUBMITTAL TO ARC.
4. ARC REVIEWS, APPROVES AND MAKES FUNDS AVAILABLE TO APPLICANTS.
5. APPLICANT RECEIVES ARC/GOA GRANT AWARD LETTER.

IN ADDITION, BE AWARE OF THE FOLLOWING:

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 **MUST NOT** BE STARTED ON ANY PROJECT PRIOR TO ARC APPROVAL OF THE PROJECT. DO NOT DEMOLISH, TEAR ANYTHING DOWN, MOVE DIRT OR CONSTRUCT ANYTHING WITHOUT ARC AND BASIC AGENCY APPROVAL.
4. EQUIPMENT **CANNOT** BE PURCHASED PRIOR TO AN ARC AWARD. THERE IS **NO** REIMBURSEMENT PROCESS.
5. ARC FUNDS **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, **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 **80%** OF THE ELIGIBLE PROJECT COSTS (THROUGH THE FEDERAL HIGHWAY ADMINISTRATION TEA-21 PROGRAM) IN TRANSITIONAL AND DISTRESSED COUNTIES, **30%** IN COMPETITIVE COUNTIES AND NOT AT ALL IN ATTAINMENT COUNTIES. ACCESS ROADS FUNDED UNDER 214 (CDBG, EDA) ARE SUBJECT TO GENERAL FUNDING LIMITS (80% DISTRESSED, 50% TRANSITIONAL AND 30% COMPETITIVE).

AFTER READING THESE GUIDELINES, PLEASE SIGN AND DATE. PLEASE UNDERSTAND THAT STARTING ANY PROJECT BEFORE RECEIVING WRITTEN ARC APPROVAL IS AT YOUR OWN RISK.

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