

DEVELOPING AND IMPLEMENTING COMMUNITY STRATEGIES

Sponsored by The Center for Rural Development, Somerset, KY

I. BACKGROUND

As a result of an award from the Appalachian Regional Commission (ARC), The Center for Rural Development, a nonprofit community economic development organization in Somerset, KY is committed to providing technical assistance and seed money to assist local units of government from the eligible counties identified below with the successful creation of a strategic plan or with the implementation of priority community development projects identified in existing community-based strategic plans.

II. FUNDING

Funds will be available to support projects for a 6 month project period. There will be two application periods for these grants as follows:

	Application Deadline	Awards Announced	Project Period	Match Required	Final Report Due Date
1st cycle	January 15, 2010	February	6 months	20% **	October 2010
2nd cycle	July 30, 2010	September	6 months	20% **	July 2011

Individual project awards in the amount of \$5,000 up to a maximum of \$10,000, dependent on the project will be made available to those communities whose applications rank highest after scoring by The Center for Rural Development. **The successful communities will be required to provide a local cash match of 20% in an amount relative to their grant award.

III. ELIGIBILITY

A. Applicants. Units of government (counties and cities) in the following counties identified as ARC-Distressed for FY 2009 will be invited to apply and compete for the above awards:

Bath, Bell, Breathitt, Casey, Clay, Clinton, Cumberland, Estill, Floyd, Harlan, Jackson, Johnson, Knott, Knox, Lawrence, Lee, Leslie, Letcher, Lincoln, Magoffin, Martin, McCreary, Menifee, Monroe, Morgan, Owsley, Perry, Rockcastle, Russell, Wayne, Whitley, Wolfe

B. Types of Projects. As part of the Developing and Implementing Community Strategies program, The Center for Rural Development is offering two different options for communities to choose from. Communities can choose to apply for an (1) Implementation grant to implement portions of their existing comprehensive strategic plan, OR communities can choose to apply for a (2) plan development grant to assist them in the development of a comprehensive community based strategic plan that should include a community technology assessment. All implementation grant projects will be drawn from a community-based strategic planning process document. Selected projects must be structured around an identified community asset. NOTE: The Center **WILL NOT** fund the following types of projects under this grant program:

Construction
Equipment

Eligible grant activities include, but are not limited to:
Training for citizen leaders and local officials

Projects that enhance leadership, planning and management capacity
Use of professional services, such as a consultant.
Community technology projects, such as broadband or development of a comprehensive community website.

IV. TO APPLY

Application form is provided below. Eligible communities seeking funding support under this grant should complete the application form below with required attachments and forward one original and 2 copies to the following address by July 19, 2010.

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The Center for Rural Development

2292 S. Highway 27, Suite 300

Somerset, Kentucky 42501-2905

All applications must have a letter of support from their Area Development District to be considered complete. This letter should identify an ADD staff member to serve as a liaison for the recommended project.

All applications MUST be received at the above address by 5:00 p.m. on the deadline date.

V. PROPOSAL REVIEW PROCESS

Completed proposals for both implementation grants and plan development grants will be evaluated by The Center for Rural Development.

Applications will undergo review as described below: Upon receipt, each application will be evaluated for timeliness, eligibility and completeness, including the letter of support from your Area Development District.

All implementation grant applications that meet the above guidelines will be judged on the following technical elements

- a. Importance of the proposed project to community**
- b. Is the project identified included in the community's existing strategic planning document**
- c. Expected/anticipated outcomes**
- d. Realistic completion of the project within the 6 month grant period**
- e. Sufficient completion of application**
- f. Compliance with the ARC Flex-E-Grant guidelines**

All plan development grant applications that meet the above guidelines will be judged on the following technical elements:

- a. Evidence of community support and involvement (from local officials, business and community leaders, educational leaders, etc.)**
- b. Demonstration of a shared vision among multiple stakeholders.**
- c. Realistic completion of the project within the 6 month grant period**
- d. Sufficient completion of application**
- e. Alignment with the ARC Flex-E-Grant strategy**

Any questions about the application or the application process can be directed to Patti Simpson. Patti can be reached at (606) 677-6000 or psimpson@centertech.com .

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APPLICATION FORM (Page 1 of 3)

APPLICANT INFORMATION

LEGAL NAME:
STREET ADDRESS:
CITY:
COUNTY:
EMPLOYER IDENTIFICATION NUMBER:

CONTACT INFORMATION

Who should we contact about this project?

NAME:
JOB TITLE:
MAILING ADDRESS:
EMAIL ADDRESS:
PHONE NUMBER (give area code):
FAX NUMBER (give area code):

AUTHORIZATION

I certify to the best of my ability that the information contained in this application is true and accurate. The governing body (city council or fiscal court) of the applicant unit of government has authorized the application, the applicant has authority to apply for funding support, the applicant will comply with federal, state and local regulations, and that I am legally authorized to bind the aforementioned unit of government into the contract with The Center for Rural Development to the project described below.

Signature of Authorizing Official

Date

Title of Authorizing Official

Phone Number

Mailing Address

Fax Number

As part of the Developing and Implementing Community Strategies Program, The Center for Rural Development is offering two different options for communities to choose from. Communities can choose to apply for an implementation grant to implement portions of their existing strategic plan, OR communities can choose to apply for a plan development grant to assist them in the development of a comprehensive community based strategic plan. No community can apply for both.

1. Strategic Plan Project Implementation Grant:

If you are applying for an implementation grant, please answer the following questions on additional sheet(s) of paper. Attach as many additional sheets as necessary to briefly but completely answer each question.

1. What is the title of your proposed project?
2. Briefly describe your community planning process. Identify who was involved and when it took place. Attach a copy of the final planning document.
3. Briefly describe the proposed project and its current status.
4. Briefly describe any barriers which have prevented implementation of this project in the past. How can The Center staff assist in overcoming these barriers?
5. What type(s) of training do you feel would be beneficial to you and other individuals involved to ensure the most effective implementation of your project? (Examples: training in leadership development, planning, management.) Why do you feel this is needed? Have you or others involved received such training in the past?
6. What is the community impact of the project? Please outline your project's goals and objectives.
7. Please outline the project tasks to be completed, indicate who will be responsible for successful completion of each task and a timeframe for task completion. (Projects MUST be completed within 6 months.)
8. What is/are the expected outcome(s)?
9. How will you evaluate project success?
10. Please outline project budget and include a brief narrative description. (Confirm required cash or in-kind match. Verification of this source will be required prior to awarding this mini-grant.)

Please submit other required documents (Final planning document, letter of support from Area Development District liaison, etc.) with application. Additional letters of support are also encouraged.

2. Strategic Plan Development Grant:

If you are applying for a strategic plan development grant, please answer the following questions on a additional sheet(s) of paper. Attach as many additional sheets as necessary to briefly but completely answer each question.

1. What is the title of your proposed planning project?
2. Briefly describe any previous strategic planning processes the community has previously undertaken. What lessons were learned from these earlier planning sessions that will assist the development of a new plan? If no other previous plans were developed, please indicate.
3. What type(s) of training do you feel would be beneficial to you and other individuals involved to ensure the development of a comprehensive strategic plan for your community? (Examples: training in leadership development, planning, management.) Why do you feel this is needed? Have you or others involved received such training in the past?
4. What are some of the barriers that your community has faced in the development of a strategic plan? What barriers do you anticipate during this planning process?
5. Please describe community support for the planning process. Indicate briefly what level of support the community is receiving from its business community, such as from the educational community, from elected officials?
6. How will you evaluate the success of your strategic plan?
7. Please outline project budget and include a brief narrative description. (Confirm required cash or in-kind match. Verification of this source will be required prior to awarding mini-grant.)
8. The technology assessment is concerned with enabling a community to access resources that will help transform its economy and businesses. A community technology assessment should include as a minimum the following:
 - a. Infrastructure. The community will identify its current telecommunications and information technology assets. It should also assess where it needs to be in 5, 10 and 20 years.
 - b. Communications. Does the community have an interactive county wide website that includes a calendar and bulletin board? Is it up to date?
 - c. Broadband. What are the community's broadband capabilities? Is it affordable? Do citizens without broadband access at home have the opportunity to utilize community based broadband? What plans are in place to assure a connected community in the next 5, 10 and 20 years?
 - d. Business usage. What businesses in our community utilize technology? Can we do more to assist them? Will a business technology incubator benefit our community?
 - e. Education. Are our educational institutions "connected" to broadband and distance education opportunities? Is technology education available locally?

Please submit other required documents (Letter of support from Area Development District liaison, etc.) with application. Additional letters of support are also encouraged.