



2020 Round 1 Site Development Grant Application Webinar



08/05/19

Site Development Grant

- Designed to help Tennessee communities prepare to attract industrial development by providing funds to better position local industrial product
- \$7,000,000 budget for two rounds of grants
- Funded through the Rural Economic Opportunity Act



Maximum Grants

- Regular Site Development Grants: \$500,000
 - Construction and property-related activities
- Due Diligence Grants: \$100,000
- High Impact Grants: \$1,000,000



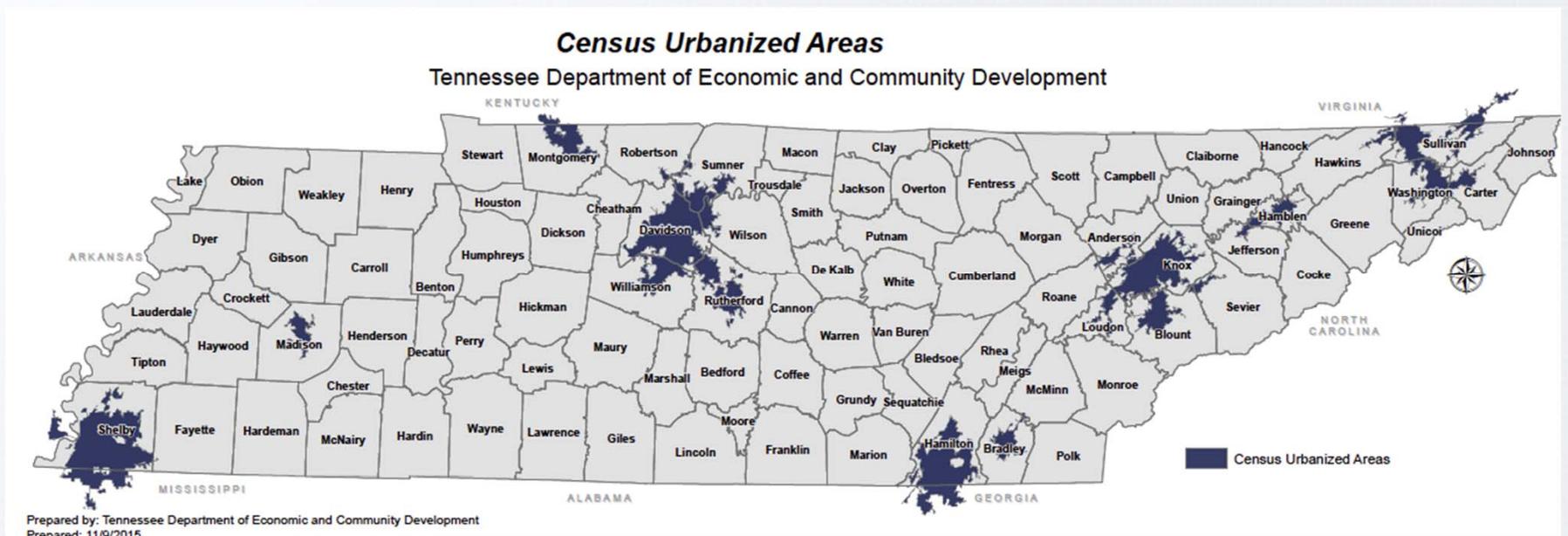
Eligibility

- Applicant must be a governmental entity (City, County, IDB)
- Site must be publicly owned (unless activity is to purchase land or for Due Diligence Studies)
- One application per site
- One application per governmental entity
- Sites must have been through the site visit by Austin Consulting (or Foote) for the Select TN certification program, site visit and evaluation by Austin Consulting for PEP, and/or site visit by KPMG for the Invest Prep program
- County must be ThreeStar certified
- Sites with open grants are not eligible



Change in Eligibility

- Site must be in a rural area of the state as defined by the US Census

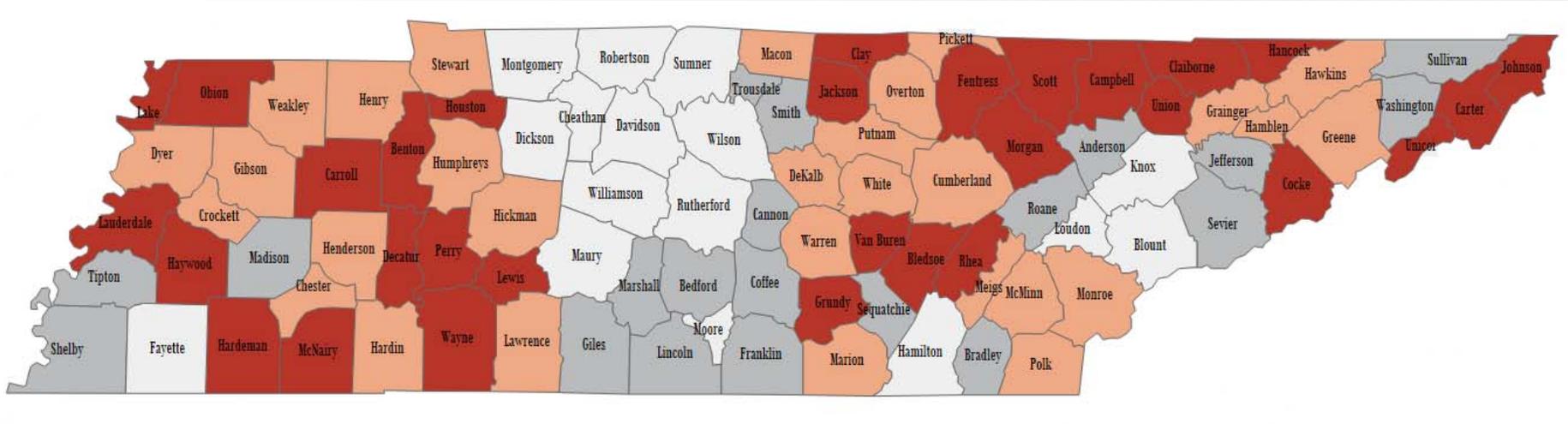


Match Rates

- Tier 1: 50/50
 - Tier 2: 70/30
 - Tier 3: 90/10
 - Tier 4: 95/5
-
- Match must be in cash (no in-kind, except for Due Diligence Studies, where option cost may be used as match)
 - No more than 50% of required match may come from other grant sources.



FY20 Distressed & Tier Counties Map



Tier 1 (16)



Tier 2 (20)



Tier 3 (29)



Tier 4 (30)



Eligible Activities

Construction Activities

Access roadways; acceleration/deceleration/turn lanes, traffic signalization; rail lines/signalization/switching; utility line construction/relocation including electricity, water, sewer, gas and telecommunications; building rehabilitation

Property-Related Activities

Purchase of property, rights-of-way, easements and associated legal fees; tree/vegetation clearing; grubbing; grading; drainage improvements; detention/retention ponds

Property-Related Studies/Assessments/Surveys

Engineering, environmental assessments including floodplain, wetlands delineation/determination, geotechnical, mitigation, cultural resources, endangered species, boundary surveys, topographic surveys, grading plans



Due Diligence Grants

- Must have three-year minimum option or be publicly owned
- Can be used for any study needed for certification
- Cost of option may be used for match
- Studies must be conducted and signed off by the appropriate agencies per the Select Tennessee Criteria and Definitions document



High Impact Grants

- Will help attract high-investment, catalytic projects
- Must be able to strongly demonstrate how additional grant funding will make a site competitive for near-term, private sector investment
- Explain the significant site deficiency that precludes the site from consideration by prospective companies
- Intent of these larger grant requests is to fund the mitigation of the substantial site deficiency
- Approval of the pre-application does not guarantee funding of the full amount of the request or of an SDG
- Pre-applications must be submitted by **4:30 PM CST, August 16, 2019**



Program Priorities

- Impact on Distressed Counties
- Projects that lead to Select Tennessee Certification
- Proposed activities that address defined needs of the site
- Impact of activities on site readiness
- Proposed project that builds on prior investment made to the site and that brings in other leverage
- Return on investment (number of acres improved, potential for "turning the dial," potential for job creation)
- Supportive and committed local government(s)



Scoring

Public Benefit/Impact:	100 Points
Performance Measures:	150 Points
Leveraged Resources:	50 Points
Implementation:	70 Points
Total Possible Points:	370 Points

Projects that are short-listed will be invited in for a presentation.
An invitation to present does not guarantee funding.



Scoring

- Public Benefit/Impact
 - Impacts on Distressed Counties, Unemployment
 - Performance Measures
 - Dial Turn, Capacity to Win High Impact Project, Demonstrated Market Viability
- Leveraged Resources
 - Additional Investments, Certified Site Status/Leads to Certification, InvestPrep
- Implementation
 - Reasonableness of Scope and Costs, Marketing Plan, Demonstrated Planning and Readiness



Budget

- Do NOT back into the maximum grant amount
- Carefully think about the items needed in your budget - If funds are not allocated to a line item, you will not be able to move funds to them once the contract is executed
- Include contingency
- There is a maximum of 4% **of the grant amount** for administration



Resolution

- Must come from organization providing match
- If resolution cannot be passed prior to the application date, provide a draft of the resolution and the date that it will be on agenda, then submit the approved resolution as soon as you can



Administration

- If you do not have **adequate** experience with SDG, CDBG or FIDP then you **will** be required to procure an administrator – budget accordingly
- Engineers cannot do administration on construction projects



Procurement of Engineering and/or Administrative Services

- Must follow TCA12-4-107, Contracts for professional services
 - Prior to the performance of any professional services, a written request for statements of qualifications must be sent to at least three firms that offer the type of service the community wishes to procure
 - Copies of these letters must be submitted with the application
 - Advertising for statements of qualifications is not required. The contract must be awarded solely on the basis of qualifications, not price.

Note: No contracts for services may be signed until after the grant contract with the State is executed.



Required for Every Application

- Project Application
- Budget
- Pre-Grant Information
- Resolution
- Preliminary Engineering Report (unless activity is to purchase land or for Due Diligence Studies)
- Maps
- Photos



Preliminary Engineering Report (PER)

- A PER is **required** to be submitted with all applications (unless activity is to purchase land or for Due Diligence Studies)
- Should outline the following information:
 - General information on the site
 - Need for the project
 - Other options considered
 - Overall costs of the project
- Must be signed and stamped by a professional engineer



Budget and Financial Forms

- Remember to upload the budget and financial forms that are a part of the application
- Let us know if you have questions about how to fill out the forms



Addenda

- Project Specific
 - Property Purchase
 - Building Rehabilitation
 - Due Diligence Studies



Studies

- We do not need to see all of the completed studies unless they relate to the proposed project
 - For example:
 - If you want to do tree clearing, we need to see the endangered species study
 - If grading, we need geotechnical studies and Phase I



File Naming

- A. Application
- B. Appropriate Addendum (Name)
- C. Preliminary Engineering Report or Detail for Due Diligence
- D. Budget Form
- E. Pre- Grant Form
- F. Resolution
- G. Procurement Letters
- H. Maps
 - I. Photos
 - J. Studies
- K. Option
- L. Other Necessary Information (Name)



Issues with Completing the Application



TENNESSEE DEPARTMENT OF ECONOMIC AND
COMMUNITY DEVELOPMENT



SELECT TENNESSEE
Site Development Grant
2020 – Round 1

Legal Name of Applicant MUST match
Grant Payment Setup Form

Legal Name of Applicant:

FEIN:

Site/Building Name:

Building Site

County:

Project Funding:

Total Cost

Grant Request

Match

\$

\$

\$

Source of Other Funding:

TENNESSEE DEPARTMENT OF ECONOMIC AND
COMMUNITY DEVELOPMENT



SELECT TENNESSEE Site Development Grant 2020 – Round 1

Application

Legal Name of Applicant:

FEIN:

Site/Building Name:

Building Site

County:

**MUST add-up and match
Budget Template**

Project Funding:

Total Cost

\$

Grant Request

\$

Match

\$

Source of Other Funding:

Example:

Site Development Grant
Application



Project Description

The grantee shall utilize grant funds to: **Conduct due diligence studies, including
A master plan**

for the (name of property): **Going to Land a Big Project Industrial Park**

Local Contact Information

Name:

Title:

Company/Organization:

Phone:

E-mail:

Mailing Address:

Example:

Site Development Grant Application



Project Description

The grantee shall utilize grant funds to: **Grade approximately 25 acres**

for the (name of property): **Going to Land a Big Project Industrial Park**

Local Contact Information

Name:

Title:

Company/Organization:

Phone:

E-mail:

Mailing Address:

New Question

Has your community previously received a Site Development Grant?

Yes No

If yes:

1) For which property?

2) Is this property still available?

Yes No

If no, what happened with this site?

3) Describe the impact that the grant has had on the property.

4) Explain why your community needs another grant.

Site Development Grant
Application



PUBLIC BENEFIT

Will this project either directly or indirectly impact a Distressed County?

Yes No

(See map at: [Tennessee Distressed County Map](#))

If so, please describe impacts and provide any supporting documentation that supports your explanation.

Unemployment Rate for most recent quarter: _____%

(See: [Labor Force Estimates & Tennessee Unemployment Rate \(April 2019 revised\)](#))

Private Employment per capita (i.e. Private Sector Jobs per Person in Population): _____

(See: [Jobs Per Capita by Tennessee County \(2018\)](#))

IMPLEMENTATION

Budget

Complete budget form that is a separate document included with this application.

Include a resolution from the entity committing the local match. If you cannot provide this with the application because of board meeting schedules, provide the date of your board meeting and a copy of the unexecuted resolution.

Easements/Permits

Are all easements and permits in place?

Yes No NA

If yes, attach documentation.

If no, give the status of obtaining these.

Site Development Grant
Property Purchase Addendum



Please explain why it is necessary for the applicant to purchase this property at this time.

A large, empty light blue rectangular box intended for the applicant to provide an explanation for the property purchase.

In addition to any items previously requested in the application, the following items must be included:

- An option or purchase agreement for the property (including the sales price) for a period ending no sooner than January 1, 2022.
- A recent title search for the property.
- A letter from the county auditor and/or tax assessor confirming the county's assessed valuation of the property, including an explanation of how valuations are determined in the county.
- An appraisal from a licensed appraiser showing justification for the purchase price.

Does any public entity in the county own land planned for future industrial development?

Important Dates

Friday, August 16, 2019, 4:30 PM CST
Pre-Application for High Impact Due

Friday, August 16, 2019, 4:30 PM CST
Final invoice/ close-out for previous grants

Friday, August 16, 2019, 4:30 PM CST
Letter of Intent Due

Wednesday, September 4, 2019, 4:30 PM CST
Questions Due

Friday, September 13, 2019, 4:30 PM CST
Application and all support documentation must be uploaded to SFTP site



Application Timeline

Pre-Application for High Impact - August 16, 2019

Letters of Intent – August 16, 2019

Final invoice/ close-out for previous grants - August 16, 2019

Applications due – September 13, 2019

Presentations - Week of November 11, 2019

Announcements - December, 2019

Contract start - January, 2020

Note: All projects must be completed within 18 months



Questions

- All questions must be e-mailed to Select.Tennessee@TN.gov
- Questions cannot be answered over the phone
- There will be an FAQ section on the website, and answers to questions will be sent to all applicants in order to ensure that all applicants have the same programmatic information

**The deadline to submit questions is
September 4, 2019, 4:30 pm CST**



Contact Information

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