

**Governor's Local Government Support Grants  
Application Instructions**

**1. Local Government Information:**

- **Name** – Name of entity applying for grant
- **Address** – Address of entity applying for grant
- **Project Name** – Name of project, *i.e. Town Hall Roof Repair*
- **Fund Where Proceeds Will Be Accounted For** – Indicate which accounting fund the grant proceeds will be deposited, *i.e. 171 Capital Projects*
- **Mayor's Name** – Name of entity mayor
- **Contact Name (if other than Mayor)** – Name of contact designee if other than Mayor
- **Contact Email Address** – Email address of contact
- **Contact Telephone Number** – Telephone number of contact

**2. Project Category (check box):**

Check the box of the appropriate spending category for the project as defined below.

- **IT Hardware Upgrades** – Information Technology upgrades would include new or replacement of IT equipment with a one-time expenditure for items such as hardware. Public Safety Systems can also be included.
- **Capital Maintenance\*** – Projects should focus on maintaining current facilities, primarily through repair and renovation of roofing, mechanical, and electrical systems. Projects would include items that appreciably extend the life of the facility, such as alterations to rectify code deficiencies, modifications for health and safety issues, repairs to improve utility systems, repaving, roof repairs, exterior fencing and lighting, and repair. The maintenance and renovation of recreational facilities (ballfields, parks, greenways, recreation centers) would not be an allowable use. Application for these projects should be directed to TDEC's Local Park Grant Program.
- **Utility System Upgrades** – Utility System upgrades would include maintenance and upgrades to existing water and sewer infrastructure.
- **Road Projects\*** – Road Projects would include road and bridge maintenance, renovation and replacement projects along with traffic control initiatives. Priority should be given to existing roads and bridges.
- **Public Safety\*** – Public Safety items would include ADA type projects (Not Planning) as well as equipment purchases for Law Enforcement, Fire and Emergency response and School Buses.
- **COVID-19 Response** - COVID-19 response items would include items related to control and containment. Examples of one-time expenses include supplies and equipment purchases, cleaning, emergency food and shelter programs.

\* *Could include tornado relief projects for Benton, Bradley, Carroll, Davidson, Gibson, Hamilton, Marion, Monroe, Polk, Putnam, Scott, Smith, Washington, and Wilson counties*

**3. Total Project Cost:**

- **State Grant Funds Requested** – Amount of state grant funds being requested for this project
- **Local Funds (not required)** – Amount of local funds being added to this project if applicable. Local funds are not required to receive grant funding.
- **Total Project Funding** – Form will calculate total of State Grant Funding Requested and Local Funds entered in lines above.

**4. Description of Project:**

Enter a description of the project including details of what will be completed with the state grant funds. If needed, a separate document may be submitted with application for additional project description. A budget outline should be included in Item 5, Summary of Uses of State Grant Funds.

**5. Summary of Uses of State Grant Funds:**

Enter a description of anticipated budgeted expenditures and their corresponding dollar amounts. The form will calculate Total Expenditures.

*Example:*

<i>Purchase of Roof Shingles</i>	<i>\$20,000</i>
<i>Labor for Removal and Replacement of Roof Shingles</i>	<i>\$30,000</i>
<i>Total Expenditures</i>	<i>\$50,000</i>

**6. Agreement to Terms and Conditions:**

In order to request funding from this project, you must agree to the terms and conditions specified in the PC 651 enacted by the 2020 General Assembly. The Mayor should review the terms and conditions listed on the application form and sign the signature box indicating the acceptance or the completion of each item. The grant application cannot be processed without this authorizing signature.

**Application Deadline is April 30, 2021.**

*Return completed and signed Application for Funding and Uses Certification, along with approved resolution, to Troy Williamson at [Localgov.Grants@tn.gov](mailto:Localgov.Grants@tn.gov).*

Please refer to [www.tn.gov/localgovgrants](http://www.tn.gov/localgovgrants) for FAQ Document and additional information.