



Competitive Application Questions

ECONOMIC IMPACT

1. Provide an overview of the proposed project and project activities included in the project budget. **ATTACHMENTS:** A brief 1-page Executive Summary should be uploaded with the application.
2. Please describe how this project presents an extraordinary economic opportunity for the region(s). Specifically discuss how the proposed project aligns with the GO Virginia mission of high-wage job creation through traded-sectors and out-of-state revenue.
3. Identify the project outcomes and deliverables. For any quantitative outcomes that will measure the impact of the project, be sure to select the most relevant outcomes listed in the GO Virginia Core Grant Outcomes. What mechanism does the project team and/or its partners have in place to track these outcomes? **ATTACHMENT:** The [GO Virginia Core Grant Outcomes](#) spreadsheet should be uploaded with the application.
4. Applicants are required to submit a Return on Investment (ROI) report developed by a DHCD-approved third party contractor for competitive applications. Please attach the prepared ROI report that demonstrates the State's Return on Investment (ROI) to the Commonwealth over a 3 and 5-year period. Please describe the inputs and data provided for the basis for ROI and outcome projections. **ATTACHMENT:** ROI Report should be uploaded with the application.
 - a. If applicable, please explain the expected economic impact of the project that may not be captured within the ROI calculation. This may include both indirect and induced jobs as a result of a relevant multiplier effect, as well as qualitative impacts that cannot be quantified.

REGIONAL COLLABORATION

5. Which GO Virginia region(s) and what local units of government are actively participating in the project? Describe their participation. At least two local units of government are required to participate. See the [guidelines on how to demonstrate regional collaboration through meaningful local participation](#).



6. Describe the service area of the project. What portion of the population of the region(s) are served by the project?
7. Describe all partner organizations involved with the implementation of the project, including the entity's role in completing the scope of work, their financial or in-kind commitment, and their capacity to successfully execute their duties as they relate to the project. Partners may include but are not limited to school divisions, community colleges, public and private institutions of higher education, economic and workforce development entities, local governments, regional organizations, planning commissions, and nonprofit organizations. **ATTACHMENT(S):** Match Verification Form(s) should be uploaded with this application. Partners in the project are encouraged to submit letters of support stating their role and involvement.
8. Which industry clusters, as identified in the Economic Growth and Diversification Plans of the region(s), will this proposal impact? How does this proposal help implement the Plan(s) identified strategies and goals?
9. Identify cost efficiencies, repurposing of existing funds, leveraging of existing assets, or other evidence of collaboration that can be demonstrated as a result of the project.
10. Discuss existing grant requests or programs with similar goals and explain how the proposed project is not duplicative of, but additive to, other efforts to support economic diversification and the creation of higher-paying jobs. Have existing efforts been successful and sustainable?

PROJECT READINESS

11. Describe the project timeline and the specific project milestones (including deliverables) that will be utilized to track project progress and fund disbursement. Address the project administrator's ability to meet these milestones and to take remedial actions in the event that the milestones are not achieved. **ATTACHMENT:** Project Milestones including a proposed Drawdown Schedule should be uploaded with the application.
12. Describe the total project budget, explaining how GO Virginia funds will be used, how matching funds will be used, the sources and uses for matching funds, and any additional leverage for matching funds. Additional leverage may consist of other state funds not eligible for GO Virginia match, or additional federal resources that contribute to the full scope of work but are not part of the required match. **ATTACHMENT:** Sources and Uses Budget template should be uploaded with this application.



- a. Does the project have the required \$2:1 match? What are the sources/uses for these funds?
 - b. Does the project have the required 20% local match? What are the sources/uses for these funds?
- 13.** Please describe the roles and responsibilities of members of the project team and how they will implement the project across multiple regions. Describe the division of responsibility and the plan for communication between project administrators, support organizations, and partners. Please see “Roles and Responsibilities” in the [Statewide Competitive Fund Project Guidance](#).
- 14.** Discuss any major barriers to successful implementation and other associated risks along with a plan to overcome them. How will the project administrator address these barriers?
- 15.** Discuss prerequisite activities undertaken by the collaborating parties to increase efficiency with regard to program delivery and support for the project once launched.
- 16.** Discuss how the Regional Council and project development team have consulted with subject matter experts regarding the efficacy and viability of the proposal and how the methodology and approach has been validated.

PROJECT SUSTAINABILITY

- 17.** Discuss how the program will achieve stable, long-term sustainability beyond the initial funding period. Have any funding sources been secured to continue implementing the program or strategy following the exhaustion of these funds? Describe how this project has been structured to allow for replication or scalability in other regions or statewide.
- 18.** Describe private industry involvement in the development and implementation of this project. Has this request been validated by industry demand?

REQUIRED ATTACHMENTS

- Executive Summary
- GO Virginia Core Outcomes
- Commonwealth Return on Investment (ROI)
- Match Verification Form
- Milestones Overview and Drawdown Schedule
- Budget Overview (DHCD Sources & Uses Template)

OPTIONAL ATTACHMENTS

- Letters of Support