

**FY 2025 REGIONAL ECONOMIC DEVELOPMENT  
PROJECT PRIORITIZATION**

**PROJECT INFORMATION FORM**

**1.0 PROJECT NAME:**

**2.0 TYPE OF ECONOMIC DEVELOPMENT PROJECT: (Check Type and Circle Subtype)**

Infrastructure: Water, Wastewater, Broadband, Transportation, Public Facility, Other

General Development: Industrial, Commercial, Residential, Mixed

Site/Facility Development for Specific Business

Workforce Development

Business Development

Other: \_\_\_\_\_

**3.0 PROJECT SPONSOR:** Name, address, contact info for who is submitting project information.

**4.0 PROJECT PRINCIPALS:** Name, Address, Contact Info.

**5.0 PROJECT DESCRIPTION:**

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**6.0 PROJECT PURPOSE AND BENEFITS:** *Describe the purpose and benefits to the region of the project. Describe if/how the project builds capacity within the region for improved regional development/economic development/community development, including: advancing workforce development; expanding entrepreneurship efforts; investment in infrastructure; supporting or enhancing existing business clusters, or other economic impacts within the region.*

**7.0 PROJECT TIMELINE, MILESTONES, AND STATUS:** *Is the project shovel ready? Describe the project timeline, the current status, and impediments to proceeding. Include factors such as site control, engineering and design, financing/funding identification and commitment, are permits in place. Clearly identify where the project is in the timeline and what work remains.*

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**8.0 PROJECT PRINCIPAL EXPERIENCE:** *Describe project principal experience, ability to complete the project, and describe any partnerships that will help ensure success. Please give an organizational overview for the project principal.*

**9.0 PROJECT SUPPORT AND REGIONAL NEED:** *Describe how the project is consistent with identified local and regional goals, advances regional needs identified in plans, reports or public forums, and describe the community support and engagement. Include reference and link to the municipal and/or regional plan, report, or forum identified. Also describe how the project leverages regional human, social, financial, cultural, and/or physical capital, and supports, compliments, or enhances existing efforts.*

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**10.0 PROJECT COST, IDENTIFIED AND COMMITTED FUNDS/FINANCING, AND FUNDING GAP:**

*Provide the total project cost, include a simple sources and uses chart, describe the amount of funds/financing that have been identified and include a clear status of the funds (Received, committed, applied for, identified, etc.) including the dates of receipt, commitment, application, expected distribution, etc. Clearly identify any funding gap.*

**11.0 JOB CREATION:** *Provide the number of primary full-time jobs to be created and/or retained by the project, a description of the benefits package to be offered to the majority of the new/retained jobs, and the average wage of the jobs to be created/retained. What amount of secondary jobs (i.e. construction, trades, etc) will be created.*