

Greater Peoria Leadership Council (GPLC)

Investment Grant Request for Proposals (RFP)

Fiscal Year 2025 - Regional Core Enhancement

About the Greater Peoria Leadership Council

The Greater Peoria Leadership Council (GPLC) was formed as a collective of regional business and civic leaders who recognized that lasting transformation requires more than individual action—it demands a unified voice. Representing the business community, the GPLC advances the Greater Peoria region through coordinated, intentional leadership and shared responsibility.

Current Strategic Focus Areas (2025)

Under the umbrella of Choose Greater Peoria, the GPLC began with two foundational priorities—attracting talent and promoting unified regional identity—and has added a third strategic focus as these priorities continue to evolve:

- Attracting & Retaining Talent - Building a connected hiring ecosystem that positions Peoria as a destination for career growth.
- Promoting a Unified Regional Identity - Creating consistent, authentic messaging so communities, businesses, and leaders speak with one voice.
- Building a Vibrant Regional Core - Creating a bustling, energetic heart of Greater Peoria through strategic placemaking, beautification, and economic vibrancy initiatives that celebrate our unique character while attracting businesses, residents, workers, and visitors.

Grant Program as Strategic Investment

The 2025 grant program represents our commitment to building a vibrant regional core—a pilot initiative to amplify regional core development work already underway by Community Development Organizations and other stakeholders. With an initial investment of \$775,000, this program creates greater collective impact through community-led, strategically aligned projects with measurable results.

Defining Our Regional Core

Our "regional core" includes six key districts: The Levee District (East Peoria's commercial center), The Riverfront (festivals and culture), The Warehouse District (creative hub), The Central Business District (downtown core), The Med-Tech Hub (healthcare and education), and The Main Street Corridor (historic connector to Bradley University).

Program Overview

The Greater Peoria Leadership Council invites applications for **Investment Grants** designed to create transformational change addressing challenges facing the regional core through strategic partnerships and sustained investment. Investment Grants support systemic transformation projects over 2-3 years that significantly increase economic activity, business attraction, and visitor engagement in the Greater Peoria Regional Core.

Total Available Investment Funding: \$334,000 (Year 1)

Encumbered Funding: \$333,000 (Year 2), \$333,000 (Year 3)

Number of Awards: 1-2 grants (approximately)

Anticipated Average Award: \$167,000 (annually over 2-3 years)

Application Deadline: November 1, 2025

Project Duration: 2-3 years with annual milestones

Application Frequency: Annually

Grant Overview

Investment Grants

- **Funding Range:** \$200,000 - \$1,000,000 (total over 2-3 years)
 - **Focus:** Transformational partnerships creating systemic change and significant economic impact
 - **Overhead Maximum:** 10%
 - **Duration:** 2-3 years with comprehensive outcome evaluation and sustainability planning
-

2025 Focus Area

All Investment Grant projects must align with the following Regional Core transformation priority:

Regional Core Business Attraction

Multi-organization partnerships for comprehensive business attraction initiatives including:

- **Business Development:** Strategic attraction of new businesses to the Regional Core through targeted recruitment, incentive packages, and comprehensive support services
- **Infrastructure Improvement:** Substantial improvements to support business operations, accessibility, transportation, technology, and public realm enhancements required for business attraction.

- **Business Support Services:** Creation or expansion of comprehensive support systems including incubation, technical assistance, financing, and ongoing business development resources.

Expected Outcomes: Measurable increases in business attraction, job creation, additional investment leverage, reduced vacancy rates, increased visitor activity, regional partnerships, and sustained economic growth in the Regional Core.

Eligibility Requirements

Partnership Requirements (*Mandatory*)

Required Partnership Structure:

- Must involve collaboration **between multiple GPLC Partner CDOs**
- **Lead CDO** serves as primary applicant and fiscal agent for all grant funds
- All participating CDOs must be **GPLC Partners in good standing**

Additional Partnership Opportunities:

- Lead CDO may partner with other **501(c)(3) organizations or 501(c)(6) organizations**
- Lead CDO may partner with **Peoria/East Peoria municipal departments/agencies**
- Lead CDO may partner with **Peoria/East Peoria public schools/park districts**
- Lead CDO may partner with other **GPLC Partner CDOs**
- All partnerships must demonstrate enhanced regional impact through collaboration

Lead Organization Requirements

- Current GPLC partnership MOU
- Demonstrated experience with transformational projects
- Capacity for managing complex, multi-year, multi-partner initiatives
- Financial stability and sophisticated project management capabilities

Partnership Capacity Requirements

- All Partners must demonstrate complementary strengths and resources
 - Letters of commitment and role delineation with joint governance structure required
 - Sustainability planning for partnership management
 - Track record of collaborative work preferred but not required
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Required Documentation

Lead Organization Documentation

- Current GPLC partnership MOU (on file)
- Audited financial statements or certified financial review for most recent fiscal year
- Three years of IRS Form 990s
- Current organizational chart with staff qualifications related to grant
- Board letter authorizing grant application and fiscal agent responsibilities

Multi-CDO Partnership Documentation

- IRS determination letter (or official letterhead documentation for municipal related entities)
- Individual capacity statements from each Partner
- Letters of commitment from all Partner
- Document delineating roles, responsibilities, and resource contributions for all partners
- Joint governance structure for project oversight and decision-making

Financial Management (All Partner CDOs/Eligible Organizations)

- Current fiscal year budget (all partners)
- Audited financial statements or certified financial review for most recent fiscal year (all partners)
- Detailed 3-year project budget with year-by-year breakdown showing cost category detail and allocation among all partners

Capacity Assessment

- Project staffing plan showing capacity for multi-year transformational project and partnership management (all partners)

Allowable Costs

Direct Program Costs

- **Comprehensive project activities:** All materials, supplies, programming, and services directly supporting business attraction goals
- **Professional services:** Extensive consultant support, technical assistance, specialized economic development expertise
- **Marketing and communications:** Professional-level business recruitment, outreach, branding, and promotional activities related to project outcomes

Project Personnel

- **Dedicated Project Staff:** Full-time/part-time positions directly supporting project outcomes
- **Multiple organization staffing:** Personnel costs across participating partners
- **Leadership and management:** Project director, coordinators, or specialized economic development staff
- **Professional development:** Comprehensive training supporting project implementation and sustainability
- **Partnership infrastructure:** Administrative coordination, partnership management, joint governance coordination structures

Project Equipment & Capital

- **Significant project equipment:** Major purchases directly supporting business attraction goals
- **Technology Infrastructure:** Comprehensive systems, software, and technology platforms supporting project activities and necessary for project success
- **Capital Improvements:** Substantial improvements directly necessary for business attraction success
- **Shared resources:** Equipment and infrastructure supporting multi-Partner CDO collaboration

Project Overhead (*Maximum 10%*)

- **Comprehensive administration:** Project management across multiple organizations and years
- **Financial management:** Sophisticated tracking, reporting, and compliance across partners
- **Evaluation and assessment:** Comprehensive economic impact measurement
- **Regulatory compliance:** Legal, audit, and regulatory requirements for large grants

Project Infrastructure (*Limited*)

- **Minor Improvements:** Small-scale renovations or improvements directly supporting project
- **Space, Safety and Accessibility:** Modifications necessary to directly support project

Partnership & Coordination

- **Multi-Organization Collaboration:** Costs for coordinating with other Partner CDOs and municipal partners
- **Joint Programming:** Shared activities and collaborative initiatives
- **Cross-River Coordination:** Enhanced support for Peoria-East Peoria collaboration

Capacity Building

- **Organizational development:** Reasonable training and systems development directly supporting project sustainability, including leadership development for staff managing transformational initiatives
- **System implementation:** Processes and infrastructure ensuring long-term project success, including training supporting project replication

Evaluation & Documentation

- **Comprehensive assessment:** External evaluation, longitudinal studies, economic impact measurement
- **Regional learning:** Contributions to broader community development knowledge base and sharing with other Partner CDOs

Restricted Categories

- General organizational operations unrelated to project
- Project staff benefits: Health insurance, retirement contributions, other standard benefits
- Capital improvements not directly supporting business attraction goals
- Equipment purchases not justified by transformational project needs
- Activities that do not contribute to project outcomes related to Regional Core business development

Evaluation Criteria

Applications will be scored on a 5-point scale across the following weighted criteria. See addendum for specific responses required.

| Criterion | Weight | Description |
|--|--------|---|
| Regional Alignment | 25% | Connection to regional economic development, cross-river coordination, and transformational impact |
| Measurable Impact | 20% | Quantifiable targets for business attraction, job creation, and sustained economic activity |
| Vibrant Place Development | 10% | Economic infrastructure and business environment enhancements |
| Execution Strength | 20% | Multi-CDO partnership capacity, economic development experience, and transformational project feasibility |
| Downtown Business Attraction Impact | 25% | Comprehensive business development strategy, market transformation, and long-term economic sustainability |

Scoring Methodology

Evaluation Components by Criterion:

Regional Alignment (25%)

- **Transformational regional impact:** Degree of systemic change across municipal boundaries
- **Strategic economic development alignment:** Support for regional economic development goals and cross-river business attraction
- **Cross-regional partnerships:** Multi-jurisdictional collaboration that creates enhanced economic development capacity
- **Timeline synchronization:** Strategic alignment with major regional economic development initiatives and market opportunities

Measurable Impact (20%)

- **Comprehensive baseline data:** Current business, employment, vacancy, and economic activity metrics with sophisticated measurement methodology
- **Ambitious quantifiable targets:** Specific goals for business attraction, job creation, private investment leverage, vacancy reduction, and economic growth
- **Economic activity tracking:** Sophisticated methodology for measuring business development success, revenue generation, and sustained economic impact
- **Partnership coordination metrics:** Measurements of multi-CDO collaboration effectiveness and regional coordination

Vibrant Place Development (10%)

- **Economic infrastructure enhancement:** Physical improvements, technology upgrades, and business environment enhancements that support business attraction
- **Business-friendly environment creation:** Improvements that make the Regional Core more attractive to businesses and visitors

Execution Strength (20%)

- **Multi-CDO partnership capacity:** Track record and capability of all Partner CDOs for managing transformational economic development
- **Partnership governance:** Quality of joint governance structure, conflict resolution planning, and partnership sustainability
- **Transformational project feasibility:** Realistic multi-year timeline, sophisticated risk management, and implementation readiness
- **Economic development expertise:** Demonstrated experience with business attraction, economic development, and complex project management

Downtown Business Attraction Impact (25%)

- **Economic development impact:** Business attraction strategy, job creation projections, private investment leverage, and economic multiplier effects
- **Occupancy and usage transformation:** Commercial vacancy reduction, space absorption improvements, and sustained market demand creation
- **Infrastructure and sustainability:** Business-supporting infrastructure improvements, environmental sustainability, and long-term economic growth planning
- **Market transformation:** Comprehensive strategy for creating sustained business attraction and economic development momentum

Funding Recommendation Thresholds:

- 4.0-5.0: Strong Funding Potential
- 3.5-3.9: Fundable
- 3.0-3.4: Consider Funding
- 2.5-2.9: Recommend Revision and Resubmission
- Below 2.5: Do Not Fund

Bonus Points (up to 0.75 additional points for projects scoring 3.0+):

- **Proven innovation** in business attraction or economic development with documented success
- **Exceptional partnership coordination** across multiple CDOs with demonstrated collaborative capacity
- **Comprehensive evaluation plans** that contribute significantly to regional economic development learning

Note: All grant scores act as guides for the Grant Committee. The committee reserves the right to prioritize and make funding recommendations to the GPLC Executive Committee as they deem is in the best interest of the GPLC and its goals. Annual grant funding will be based on funds available and overall program mix.

Application Process

Timeline

- **RFP Release:** July 24, 2025
- **Application Deadline:** November 1, 2025
- **Review Period:** November 2025
- **Recipients Notified:** December 2025
- **Project Period:** January 2026 - December 2028 (anticipated)

How to Apply

1. Complete RFP required responses using GPLC online portal at www.choosegreaterpeoria.org/gplc
2. Upload all required documentation
3. Attend GPLC Grant workshop on July 30, 2025 (strongly recommended)
4. Schedule pre-application consultation with GPLC grant operations (available)

Support Available

- **GPLC Grant workshop** available for all applicants + partners focusing on transformational project development and outcomes-based grant writing
- **Pre-application consultation** available and recommended for Investment Grant applications and complex multi-CDO partnerships

Grant Management Requirements

Grant award recipients will be notified by GPLC Grant Operations. Grant awards are formalized through a signed grant agreement with GPLC prior to funding distribution.

Advance Restricted Funding: GPLC will provide grant funds in advance rather than through reimbursement. Short-term grants (six months or less) receive full funding upfront, while longer grants (up to three years) receive annual allocations at the start of each grant year. All funds remain restricted to approved activities and require regular financial reporting for compliance.

Reporting

- **Quarterly Combined Grant Reports:** Due 15th of January, April, July, October (covering grant progress)
- **Annual Partnership Assessment:** Comprehensive grant portfolio update submitted prior to collaborative annual partnership review meeting
- **Final Grant Report:** Due 30 days after project completion with comprehensive economic impact assessment

Financial Management

- **Financial tracking** across multiple organizations with detailed project budget categories
- **Time and effort reporting** for personnel costs with comprehensive documentation across all Partner CDOs
- **Receipt documentation** for all purchases with invoices, payment records, and procurement documentation
- **Quarterly financial reports** (see reporting above) with detailed expenditures by category, variance explanations, and partnership resource allocation

Competitive Procurement

- **Equipment over \$10,000:** Requires competitive quotes or documented procurement process
- **Professional Services over \$10,000:** Multiple quotes or documented selection rationale
- **Construction/Renovation:** Quote process for any capital improvements

Audit and Compliance

- **Financial Records:** Maintain detailed records for minimum of 5 years
- **Site Visits:** GPLC may conduct programmatic and financial monitoring visits
- **External Audit:** Grants over \$100,000 may require external financial review
- **Compliance Reviews:** Regular assessment of adherence to allowable cost guidelines

Pre-Approval Requirements

Equipment and Capital Purchases

- **Over \$10,000:** Requires GPLC pre-approval with documented competitive procurement process
- **Technology Systems:** Major software or hardware purchases require consultation
- **Capital Improvements:** All infrastructure modifications require advance approval with proof of formal quote process

Personnel Changes

- **New Positions:** Adding staff not in original budget requires approval
- **Salary Increases:** Changes to approved personnel costs need justification
- **Contractor Selection:** Major professional service contracts >\$10,000 require documentation of competitive quote process

Budget Modifications

- **Between Categories:** Transfers over 10% of category total require approval
- **New Activities:** Adding project components not in original proposal
- **Timeline Changes:** Extensions or accelerations affecting costs

Pre-approval Process

- **Written Request:** Formal submission documenting pre-approval request
- **Review Process:** GPLC staff and Grant committee review with written response
- **Final Authority:** Pre-approvals with significant implications or changes require GPLC Board of Directors approval

Special Considerations

Partnership Excellence

- **Multi-CDO collaboration** is fundamental to Investment Grant success
- **Joint governance structures** must demonstrate clear decision-making processes and accountability
- **Partnership sustainability** planning essential for continued impact beyond grant period
- **Enhanced project outcomes** by braiding this funding with other secured grants and resources

Economic Development Focus

- **Business attraction outcomes** are primary success metrics
- **Additional investment leverage** expected to multiply grant impact significantly
- **Job creation and retention** must be documented
- **Market transformation** should create lasting change in Regional Core business environment

Innovation and Replication

- **Transformational approaches** that create systemic change preferred
- **Scalable models** that can inform future economic development efforts valued
- **Creative solutions** to business attraction encouraged
- **Regional learning** contributions expected to benefit broader community development field

Sustainability Planning

- **Long-term funding strategies** required for project continuation
- **Partnership sustainability** plans must address ongoing collaboration beyond grant period
- **Economic development momentum** should be self-sustaining after grant completion

Contact Information

Grant Operations Team
Greater Peoria Leadership Council
Kristin Zika
kzika@greater-peoria.org

Questions?

- Attend GPLC Grant workshop
- Schedule pre-application consultation
- Email grant operations team for eligibility, partnership, and grant process guidance

Applications must be submitted by 11:59 PM Eastern on November 1, 2025. Late applications will not be considered. All funded projects must demonstrate significant business attraction impact in the Greater Peoria Regional Core and align with GPLC's strategic priorities for economic vibrancy in the regional core through multi-CDO partnerships.

Addendum: RFP Specific Responses Required

SECTION A: BASIC PROJECT INFORMATION

A1. Project Title (25 words maximum)

A2. Requested Amount \$ _____ (Year One) \$ _____ (Year Two) \$ _____ (Year Three)

A3. Project Duration (2-3 years) Start Date: _____ End Date: _____

A4. Primary Focus Area (Investment Grants have single focus)

☐ Regional Core Business Attraction (Multi-organization partnerships for comprehensive business attraction initiatives including business development, infrastructure improvement, and business support services)

A5. Target Regional Core District(s) (Check all that apply)

☐ Levee District (East Peoria) ☐ Riverfront ☐ Warehouse District ☐ Central Business District ☐ Med-Tech Hub ☐ Main Street Corridor

A6. Multi-CDO Partnership Structure (Required)

☐ GPLC Lead Partner CDO (Primary applicant & fiscal agent)

☐ Partner CDOs (All must be GPLC Partners in Good Standing)

☐ Additional Partner Organizations (Please list name & organization type)

A7. Project Overview (200 words maximum) Provide a clear, comprehensive description of your transformational business attraction project, its primary components, partnership structure, and expected outcomes that will create systemic change and significant economic impact in the Regional Core.

SECTION B: REGIONAL ALIGNMENT (25% of score)

B1. Regional Core Business Attraction Strategy (250 words maximum) How will this project create transformational business attraction in the Regional Core? Address specific business development activities, infrastructure improvements, and business support services that will attract new businesses and create sustained economic growth.

B2. Cross-River & Multi-Jurisdictional Economic Impact (150 words maximum) How does this project strengthen economic development connections between Peoria and East Peoria, involve multiple jurisdictions or regional core districts, and create enhanced regional economic development capacity in the Regional Core?

B3. Strategic Timing & Regional Development Alignment (100 words maximum) How does this project coordinate with major regional economic development initiatives, business attraction opportunities, infrastructure development, or other transformational activities? Address timeline synchronization, time sensitive windows, and leverage opportunities to align with regional economic development goals.

SECTION C: MEASURABLE IMPACT (20% of score)

C1. Comprehensive Baseline Assessment (Current State) (150 words maximum)

Please describe the current situation using existing data and observations to demonstrate the specific gap or challenge your project will address. This baseline will help reviewers understand why your project is needed and will serve as your “before” snapshot for measuring project impact. Provide current data applicable to your project using **accessible sources** such as municipal data, regional planning information, and existing CDO records as primary sources.

For Business Attraction Projects:

- Current business counts by district (approximate)
- Commercial vacancy observations and trends
- Employment patterns and business activity levels
- Existing business recruitment efforts and coordination

Economic Context:

- Business engagement and participation levels
- Visitor activity and economic activity patterns
- Partnership activity among CDOs and business organizations
- Infrastructure conditions supporting business operations

Regional Development Context:

- Current regional economic development coordination
- Cross-river business collaboration levels
- Existing business support systems and resources

C2. Quantifiable Business Attraction Targeted Outcomes (Please select 4-5 priority outcomes that align with your specific business attraction strategy)

Based on your project design and implementation plan, what measurable outcomes do you anticipate achieving? Set realistic, measurable goals for your selected outcomes.

Near Term Economic Development Impact (Years 1-2):

- Business pipeline development: _____ qualified prospects actively engaged with site visits, formal proposals, etc.
- Commercial space inquiries: _____% increase in lease inquiries or property showings in target districts
- Strategic property improvements: _____ improvements completed that address identified market gaps in target districts (identify gap type/improvement)
- Strategic infrastructure improvements: _____ improvements completed that address business-related infrastructure needs: broadband, utilities, accessibility, signage, etc.
- Investment commitments secured: \$ _____ in documented additional investment committed through signed letters of intent, term sheets, or business expansion plans

Mid Term Economic Development Impact (Years 2-3):

- New business attraction commitments: _____ businesses with signed commitment agreements to locate/expand in Regional Core, with _____ businesses projected to open within 12 months of grant completion
- Regional business attraction to Regional Core: _____ existing Greater Peoria area businesses with signed commitment agreements to relocate or expand into Regional Core districts, with _____ businesses projected to relocate within 12 months of grant completion
- Employment commitments from attracted businesses: _____ projected full-time equivalent positions
- Private investment deployed: \$ _____ in actual private investment in Regional Core
- Sales tax revenue increase: _____ % increase or \$ _____ additional revenue related to business attraction initiatives

Occupancy:

- Commercial vacancy reduction: _____ % decrease (before vs. after)
- Commercial space activation: _____ square feet of previously vacant space occupied
- Property code violations: _____ % decrease in target districts

Infrastructure & Vibrancy:

- Regulatory streamlining: _____ process improvements implemented (permitting timelines, zoning updates, one-stop services)
- Public realm enhancements completed: _____ projects (streetscape, lighting, accessibility)
- Walk score improvements: _____ point increase or % improvement
- Foot traffic increase: _____ % increase in pedestrian counts (before vs. after)
- Regional Core activity increase: _____ new regular business/visitor activities established in regional core districts

Regional Business Development/Attraction:

- Cross-jurisdictional partnerships: _____ formal business collaboration agreements between Peoria/East Peoria entities
- Cross-river business development systems: _____ collaborative systems or processes established for ongoing cross-river business attraction and development
- Cross-river business collaboration: _____ new partnerships between Peoria/East Peoria businesses
- Cross-river recruitment activities: _____ targeted outreach campaigns, tours, or initiatives completed with cross-river collaboration

C3. Comprehensive Measurement Strategy (200 words maximum)

Please describe how you will track and report on the specific quantifiable target outcomes you identified above. Your measurement plan should connect your measurement methods directly to your selected quantifiable target outcomes. Include practical measurement approaches such as:

- **Business attraction tracking:** Business recruitment activities, prospect engagement tracking, commitment to closure tracking
- **Economic impact measurement:** Private investment documentation, job creation verification
- **Market momentum:** Commercial real estate activity tracking, business inquiries, competitive position benchmarking
- **Technology and evaluation tools:** Shared CRM tracking systems, basic evaluation methods, collaborative regional economic indicator dashboards, regional stakeholder surveys

C4. Economic Development Activity Tracking (150 words maximum)

Please describe how your project outcomes will contribute to increased economic activity in the Regional Core. Focus on practical business attraction measurements such as

- Prospective business engagement pipeline: qualified leads, engagement, and conversion
- Additional investment commitments
- Employment creation and business attraction
- Commercial space activation and occupancy tracking
- Regional partnership effectiveness and shared resource measurement

SECTION D: VIBRANT PLACE DEVELOPMENT (10% of score)

D1. Place Quality Strategy (200 words maximum) How will this project improve the economic infrastructure, business-friendly environment, and overall market attractiveness of the Regional Core? Address both physical improvements (infrastructure, accessibility, business environment) and community engagement (existing businesses, target business sectors, economic development community building) that support business attraction goals.

D2. Community Building & Engagement (100 words maximum) How will this project strengthen community connections, attract target demographics, or create lasting positive change in how people experience the Regional Core?

D3. Catalyst Effect (100 words maximum) How might this project inspire additional initiatives or motivate others to invest in similar Regional Core improvements?

SECTION E: EXECUTION STRENGTH (20% of score)

E1. Lead CDO Capacity (100 words maximum) Describe your organization's track record with transformational economic development projects, business attraction experience, multi-year project management capacity, and staff qualifications for managing complex multi-CDO partnerships and significant economic development initiatives.

E2. Multi-CDO Partnership Framework (200 words maximum) Detail all Partner CDO organizations, their specific roles in business attraction, joint governance structure, and how multi-organization collaboration will be managed throughout the 2-3 year project. Include partnership track record, conflict resolution planning, and partnership sustainability strategies. Upload letters of commitment and joint governance documentation.

E3. Additional Partnership Integration (100 words maximum) Describe collaboration with 501(c)(3), 501(c)(6), and municipal partners. Include their specific contributions to business attraction goals and how they enhance the multi-CDO partnership impact.

E4. Resource Amplification & Leverage Strategy (250 words maximum) What additional resources will this grant unlock for business attraction? Include confirmed and projected funding sources, private investment commitments, municipal support, and in-kind contributions with specific dollar values. Document your leverage ratio and sustainability funding strategy.

E5. Risk Management & Mitigation (100 words maximum) Identify potential challenges to business attraction success, multi-CDO partnership management, and economic development goals. Provide specific mitigation strategies and contingency planning for project sustainability.

E6. Detailed Multi-Year Timeline (List 8-10 major milestones with dates across 2-3 years)

Year 1 Milestones: 1. 2. 3. 4.

Year 2 Milestones: 5. 6. 7. 8.

Year 3 Milestones (if applicable): 9. 10.

SECTION F: DOWNTOWN BUSINESS ATTRACTION IMPACT (25% of score)

F1. Economic Development Impact Strategy (200 words maximum) Provide your strategy for business attraction including target business types, recruitment approach, job creation timelines, and private investment goals. Address how your approach will create measurable increases in business attraction, job creation, and economic activity in the Regional Core.

F2. Commercial Occupancy and Usage Transformation (150 words maximum) How will this project reduce commercial vacancy rates, increase space utilization, improve business activity, and create sustained market demand in the targeted Regional Core districts? Provide your approach for measuring and achieving occupancy improvements.

F3. Infrastructure and Business Environment Enhancement (150 words maximum) Detail infrastructure improvements, business-supporting enhancements, and public realm improvements that directly support business attraction goals and create a more favorable business environment in the Regional Core.

F4. Long-Term Market Transformation and Sustainability (200 words maximum) How will this project create lasting changes in the Regional Core business environment, establish ongoing business attraction momentum, achieve business retention, and contribute to continued economic development? Address sustainability and continued business or partnership support beyond the grant period.

SECTION G: BUDGET & FINANCIAL MANAGEMENT

G1. Comprehensive Multi-Year Budget

- GPLC Grant Request: \$_____ (Total over 2-3 years)
- Partner/CDO Contributions: \$_____ (Total over 2-3 years)

- Other Outside Funding Sources: \$ _____ (Total over 2-3 years)
- In-Kind Contributions: \$ _____ (Total over 2-3 years)
- **Total Project Value:** \$ _____

G2. Annual Budget Breakdown

- GPLC Grant Request: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Partner/CDO Contributions: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Other Outside Funding Sources: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- In-Kind Contributions: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- **Total Project Value:** \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3

G3. Detailed Budget Categories

- Direct Program Costs: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Project Personnel: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Project Equipment & Capital: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Project Infrastructure: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Partnership & Coordination: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Capacity Building: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Evaluation & Documentation: \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3
- Project Overhead (max 10%): \$ _____ Year 1 \$ _____ Year 2 \$ _____ Year 3

G4. Budget Narrative: (150 words maximum) Include brief explanations for major budget categories - Direct Program Costs, Project Personnel, Project Equipment & Technology, Project Infrastructure, Partnership & Coordination, Capacity Building, Evaluation & Documentation, and Overhead.

G5. “Other Outside Funding Sources” Narrative: (150 words maximum) Describe anticipated "Other Outside Funding Sources" identified in your budget. Explain the context and likelihood of the investment. Describe any restrictions, timing requirements, and sustainability potential.

G6. Multi-CDO Financial Management Plan (75 words maximum) Briefly describe Lead CDO fiscal agent responsibilities, financial tracking across Partner CDOs, and budget allocation among partners for multi-year grant management.

REQUIRED DOCUMENTATION CHECKLIST

Lead Organization Documentation

☐ Current GPLC partnership MOU ☐ Audited financial statements or certified financial review for most recent fiscal year ☐ Three years of IRS Form 990s (if applicable) ☐ Current organizational chart with related project staff qualifications ☐ Board letter authorizing grant application and fiscal agent responsibilities

Partnership Documentation (if applicable)

☐ Individual capacity statements from each partner organization ☐ Letters of commitment from all partner organizations ☐ Document delineating roles, responsibilities, and resource contributions for all partners

Financial Management

☐ Current fiscal year budget with revenue category detail (lead CDO) ☐ Partnership budget showing resource allocation among all partners (if applicable)

Capacity Assessment

☐ Staffing plan showing adequate capacity for project and partnership management (lead CDO and all partner organizations)