



## ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

COUNTY OF ALPINE, STATE OF CALIFORNIA

**VIRTUAL MEETING, ON-LINE ONLY**

### AGENDA

TUESDAY, MAY 12, 2020

1:30 P.M.

#### **VIRTUAL MEETING NOTICE**

The Economic Development Advisory Committee meeting of May 12, 2020 will be conducted virtually and not available for in person public participation (pursuant to State Executive Order N-29-20). The meeting will be an internet based video and phone conference. Public participation is available at the following:

##### Website

link: <https://zoom.us/j/93995412894?pwd=TU5SbDM2VjBwAGEydmZNR2lHZW9yQT09>

Phone number: 669-900-9128

Zoom meeting ID: 939-9541-2894

In order to minimize the risk of exposure during this time of emergency, the public may participate in the meeting by web conference, phone, or sending comments to [cacuna@alpinecountyca.gov](mailto:cacuna@alpinecountyca.gov) in lieu of personal attendance. All public comment will be made immediately available to the Committee members, staff, and the general public as they are received and processed by staff.

**Goal:** Establish a balanced economy that is consistent with sustainable environmental preservation. The objectives are:

- Identify programs to help diversify the economy.
- Identify programs to help reverse the trend of failing or stagnating businesses and recruit new businesses.
- Identify programs to improve services to support economic growth.

**Public comment periods:** Matters under the jurisdiction of the Committee, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda under Oral Communication – General Public Comment. However, California law prohibits the Committee from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Committee.

**Any member of the audience desiring to address the Committee on a matter on the agenda:** Please request to speak at the time the item is announced by the Committee Chair.

#### **1. CALL TO ORDER**

#### **2. ORAL COMMUNICATION – GENERAL PUBLIC COMMENT**

2.1. This portion of the meeting is an opportunity for members of the public to address the Committee on subjects relating to economic development.

### **3. MINUTES**

3.1. Request approval of regular meeting minutes of March 17, 2020

### **4. UNFINISHED BUSINESS**

4.1. Discussion and possible direction to staff regarding a grant application to the Economic Development Agency to create an economic development strategy for Alpine County. Brian Peters (continued from March 17, 2020 meeting).

### **5. NEW BUSINESS**

5.1. Reports and discussion from working sub-groups:

5.1.1. Economic development ideas from similar communities

5.1.2. New initiatives for consideration

5.2. Discussion regarding reopening for business in light of COVID-19 and gathering restrictions – Becky DeForest, Alpine County Chamber of Commerce

5.3. Discussion regarding generating ideas to improve business and visitation for fall / winter / spring

### **6. INFORMATIONAL ITEMS:**

Member announcements and updates

### **7. OTHER BUSINESS**

None

### **8. NEXT MEETING**

Set date for next Committee meeting

### **9. ADJOURNMENT**

The Committee will adjourn to the next scheduled meeting with meeting format, time and location to be determined based on whether or not restrictions on group gatherings remain in place.



**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
COUNTY OF ALPINE, STATE OF CALIFORNIA  
Community Development Conference Room  
50 Diamond Valley Road, Markleeville, CA 96120**

**MINUTES**

Tuesday March 17, 2020

**1. CALL TO ORDER**

The meeting was called to order at 1:32 p.m. at the Alpine County Community Development Conference Room, 50 Diamond Valley Road, Markleeville, California with members David Griffith, Kris Hartnett, Mary Rawson, Becky DeForest, Frank Gerdeman, Tom Sweeney Deanna Jang and Blake Weyland present.

Terry Woodrow, Karrie Baker and Irvin Jim were not present.

A quorum was established.

**2. ORAL COMMUNICATION – GENERAL PUBLIC COMMENT**

None

**3. MINUTES**

3.1. Request approval of regular meeting minutes of January 7, 2020.

MOTION: Hartnett / SECOND: Weyland approving the regular meeting minutes of January 7, 2020.

AYES: Griffith, Harnett. Rawson, Weyland

ABSTAIN: Sweeney, Jang, Gerdeman

MOTION: Carried

**4. UNFINISHED BUSINESS**

**4.1. Bear Valley Business Association update – Terry Woodrow**

None

**4.2. Alpine County Chamber of Commerce update – Becky DeForest**

Death Ride has 818 rider register as of now.

Alpine County Visitors Guide will be published next month.

**4.3. Heritage Tourism Ad Hoc Committee update – Tom Sweeney**

None

**4.4. Discussion and possible direction to staff regarding a grant application to the Economic Development Agency to create an economic development strategy for Alpine County - Brian Peters (continued from October 15, 2019 meeting).**

Peters stated that what happens with grant application is that the Regional Economic Development Administrative staff review the application and they make the funding recommendation. Peters discussed that the approach for the application \ to put together a concept proposal for review by Malinda Matson at and obtain some feedback from her on the application before moving forward.

**4.5. Discuss outreach to similarly-situated counties for novel economic development ideas not involving timber, and suggest a tele-meeting to discuss their input and successes. (See attachments)- Kris Hartnett**

Kris Hartnett stated that he contacted four different counties including Humboldt County. They still have an Economic Development Committee however it seems the reliance is more on their visitor's staff. Hartnett then stated that he contacted Liberty Utilities to inquire about getting solar in Alpine County and discussed taking a look at the land around the Markleeville airport. If Liberty Utilities decides this is something to consider they are willing to come in and talk with the Economic Development Committee.

This item was continued.

**4.6. Discussion and possible direction to staff on pursuing new initiatives. Tom Sweeney (see attached memo).**

Blake Weyland introduced the first bullet point from the memo and the importance of adding a conference center/business retreat facility. Weyland emphasize that by adding a conference center it would attract remote workers and provide a space for meetings related to business and technology to improve the collaboration in the business community. Weyland stated another key component that would be necessary is internet access and internet speed. Solutions to look into could be partnering up with the tribe and gaining internet access from them, running internet down Hwy 88, partnering with Verizon for hotspot usage through their towers or contacting Space X about Star Link once it's come online in the States. These centers will create a place for small businesses and individuals to meet, which would increase business connections in Alpine County and will help keep recreationalists here longer potentially for longer work over vacations – increasing revenue for motels, short term rentals, restaurants and retail shops in the County.

Hartnett asked if the Committee can continue working on other items from the memo while continuing to discuss forming and exploratory committee and outreach to similarly situated countries, until they are completed. DeForest, Rawson and Weyland agreed to work together on reaching out to local and regional wedding planners and photographers and Weyland and Sweeney will work together on outreach to influencers in the Artificial Intelligence.

This item was continued

## **5. NEW BUSINESS:**

### **5.1. Election of the Chair for a one year term commencing at the next meeting**

David Griffith for Chairman

MOTION: Rawson / SECOND: Jang

AYES: Griffith, Rawson, Jang

No: Hartnett, DeForest, Gerdeman, Sweeney Weyland

MOTION: Not Carried

Opened for another nomination.

Blake Weyland for Chairman

MOTION: Sweeney / SECOND: Hartnett

AYES: Griffith, Rawson, Jang, Hartnett, DeForest, Gerdeman, Sweeney, Weyland

MOTION: Carried

### **5.2. Election of the Vice-Chair for a one year term commencing at the next meeting.**

Kris Hartnett for Vice- Chair

MOTION: Sweeney/ SECOND: Weyland

AYES: Sweeney, Weyland, Hartnett

No: DeForest, Gerdeman, Griffith, Rawson, Jang

MOTION: Failed

Opened for another nomination.

David Griffith for Vice-Chair

MOTION: Jang / SECOND: Rawson

AYES: Griffith, Rawson, Jang, DeForest, Gerdeman, Weyland

No: Hartnett, Sweeney

MOTION: Carried

## **6. INFORMATION ITEMS:**

## **7. MEMBER REPORTS:**

## **8. OTHER BUSINESS:**

None.

## **9. NEXT MEETING**

The next regular meeting is to be held on May 12, 2020 at 1:30 p.m.

## **10. ADJOURNMENT**

The Committee adjourned to the next scheduled meeting in the Alpine County Community Development Conference Room, 50 Diamond Valley Road, Markleeville, California.

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Blake Weyland, Chair

Attest:

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Carey Umbdenstock  
Alpine County Community Development  
Administrative Assistant

EDAC Meeting  
May 12, 2020

Attachments for Item 4.1

4.1. Discussion and possible direction to staff regarding a grant application to the Economic Development Agency to create an economic development strategy for Alpine County. Brian Peters (continued from March 17, 2020 meeting).

- Grant Concept Outline
- Working Version of main form
- Grant Application – main form

## EDA Grant – Concept Outline

Title: Alpine County Focused Economic Development Strategy

Overall Purpose: Develop a focused economic development strategy that establishes strategic goals, policies and actions that seek to facilitate and build capacity for self-sustaining, healthy and long-term economic growth for the people, businesses and communities in Alpine County. This effort will further to goal and objectives of the Alpine County General Plan with respect to economic development:

**Goal:** Establish a balanced economy that is consistent with sustainable environmental preservation. The objectives are:

- Identify programs to help diversify the economy.
- Identify programs to help reverse the trend of failing or stagnating businesses and recruit new businesses.
- Identify programs to improve services to support economic growth.

Components:

1. Understanding our situation
  - a. Relevant data and demographics
  - b. Regional context
    - i. Central Sierra
    - ii. Tahoe/E. Sierra/N. Nevada/Other
  - c. Comparative strengths/weaknesses/opportunities/constraints (SWOT)
  - d. Build on and update data from the CEDS specific and critical to Alpine County
  - e. Survey data:
    - i. EDAC surveys
    - ii. Conduct a visitor/tourist survey
2. Focus Areas
  - a. Capitalizing on strengths
    - i. Place in the regional economy
    - ii. Enhancing & growing tourist economy
    - iii. Building on our connection/proximity to larger communities and major tourism/visitor destinations nearby
  - b. Identify Opportunities for Diversification
    - i. Realistic
    - ii. Scalable to our communities



- c. Removing Barriers
    - i. Address infrastructure limitations – water/sewer, electricity, high speed internet, broadband/cellular, transportation
    - ii. Regulations & Permitting – opportunities for streamlining, on line plan review & permitting, zoning, others under local control
  
  - d. Financial Incentives for Private Business Investment
    - i. Opportunity Zones
    - ii. Other State and Federal programs
  
  - e. Revenue enhancement to improve local services that support the community
    - i. TOT
    - ii. Other
3. Goals/Policies/Action Items – develop for each of the components in the focus areas

**B.1. Provide a geographical definition of the region to be served by the investment (project), including the specific geographic location of the project within the region.**

The project encompasses all of Alpine County including the communities of Bear Valley, Hung-A-Lel-Ti, Kirkwood, Markleeville and Woodfords. Alpine County is the smallest county by population in the State of California. There are no incorporated municipalities in the county. The county seat is Markleeville. Alpine County is the least populated county in California with approximately 1200 full time residents.

Alpine County is located in the central Sierra Nevada region south of Lake Tahoe. Alpine County contains 743 square miles and has an abundance of natural areas and outdoor recreation sites that attract visitors. The County is 96% public land and includes portions of three National Forests: the Humboldt-Toiyabe, Eldorado, and Stanislaus National Forests, as well as two wilderness areas: the Carson-Iceberg and Mokelumne Wilderness; and other public lands managed by the Bureau of Land Management, California State Parks and California Department of Fish and Wildlife. Interspersed within these lands are two mountain resorts offering skiing and other summer activities that draw visitors (Bear Valley and Kirkwood), Grover Hot Springs near Markleeville, and small communities and small resorts that provide hospitality and tourist services.

The Alpine County Economic Development Advisory Committee (EDAC) is a well- established group that has been meeting for several years and is focused on programs to diversify the economy; and expanding business opportunities and services to support economic growth. The EDAC will act as a steering committee to guide the work of creating the Alpine County Focused Economic Development Strategy that is proposed to be funded with this grant. The EDAC is composed of a broad cross section of stakeholders within the County.

**B.2. Describe and outline the scope of work for the proposed EDA investment, including a list of tasks to be undertaken.**

**Title: Alpine County Focused Economic Development Strategy**

**Overall Purpose:** Develop a focused economic development strategy that establishes strategic goals, policies and actions that seek to facilitate and build capacity for self-sustaining, healthy and long-term economic growth for the people, businesses and communities in Alpine County. This effort will further to goal and objectives of the Alpine County General Plan with respect to economic development:

Goal: Establish a balanced economy that is consistent with sustainable environmental preservation. The objectives are:

- Identify programs to help diversify the economy.
- Identify programs to help reverse the trend of failing or stagnating businesses and recruit new businesses.
- Identify programs to improve services to support economic growth.

## **Alpine County Focused Economic Development Strategy Components:**

1. Understanding our situation
  - a. Relevant data and demographics
  - b. Regional context
    - i. Central Sierra
    - ii. Tahoe/E. Sierra/N. Nevada/Other
  - c. Comparative strengths/weaknesses/opportunities/constraints (SWOT)
  - d. Build on and update data from the CEDS specific and critical to Alpine County
  - e. Survey data:
    - i. EDAC surveys
    - ii. Conduct a visitor/tourist survey
  
2. Focus Areas
  - a. Capitalizing on strengths
    - i. Place in the regional economy
    - ii. Enhancing & growing tourist economy
    - iii. Building on our connection/proximity to larger communities and major tourism/visitor destinations nearby
  
  - b. Identify Opportunities for Diversification
    - i. Realistic
    - ii. Scalable to our communities
  
  - c. Removing Barriers
    - i. Address infrastructure limitations – water/sewer, electricity, high speed internet, broadband/cellular, transportation
    - ii. Regulations & Permitting – opportunities for streamlining, on line plan review & permitting, zoning, others under local control
  
  - d. Financial Incentives for Private Business Investment
    - i. Opportunity Zones
    - ii. Other State and Federal programs
  
  - e. Revenue enhancement to improve local services that support the community
    - i. TOT
    - ii. Other
  
3. Goals/Policies/Action Items – develop for each of the components in the focus areas

**B.3.b. Describe the economic conditions of your region. Define the economic development need to be addressed by the proposed EDA investment and explain how the proposed investment will address that need.**

Small population and workforce. Highly dependent on recreation & tourism. Need to look for opportunities to grow recreation/tourism business and find realistic and scalable ways to diversify. EDA investment will provide an overall framework and action plan to move forward. [add discussion data in employment/business categories not available, general understanding of the county's economy – business activity and employment]

#### **B.4. Applicant's capability**

**Briefly describe the applicant's capability to administer, implement, and maintain the project.**

County has extensive experience successfully administering, implementing and completing grant-funded projects (can list examples if needed). The County EDAC is committed to implementing and maintaining the project.

#### **B.5. List and describe the strategic partners and organizations to be engaged in this project**

Alpine County Chamber of Commerce, Washoe Tribe of Nevada and California, Central Sierra Economic Development District, Alpine County EDAC, Alpine Career Center, major tourist businesses- Bear Valley and Kirkwood ski resorts, local business associations.

#### **B.6. Describe the investment (project) impact and fit with EDA funding priorities**

Recovery and Resilience: Actions will be focused on recovery from economic shocks such as COVID-19 and future natural disasters, and build a more resilient economy through diversification.

Opportunity Zones: Actions focused on taking advantage of the entire County being a designated opportunity zone.

#### **B.7. Identify the proposed time schedule for the project**

Grant award - fall 2020, Initiate project - 1st qtr 2021, solicit & contract with consultant - 2nd qtr 2021, initiate consultant work 3rd qtr 2021, process and complete strategy - end of 2nd qtr 2022.

#### **B.8. Economic impacts of the project**

##### **B.8.a. Please describe the economic impacts of the project:**

In concert with the CEDS, the Focused Economic Development Strategy for Alpine County will help to create a stronger, more resilient community, able to withstand both economic and natural disaster disruptions.

### **C. Regional Eligibility**

#### **C.1. Region**

Define the area/region that is the basis for the applicant's claim of eligibility. EDA will review and evaluate documentation submitted by the applicant to verify and determine eligibility.

Alpine County is located in the central Sierra region of California and is part of the Central Sierra Economic Development District.

## **D. Budget and Staffing**

To be completed by applicants for non-construction assistance only

### **D.1. Budget justification**

Estimates: \$75,000-\$90,000 in consulting costs for professional consultant to facilitate process, conduct visitor survey, compile relevant data/information, and prepare the economic development strategy; \$5000-\$10,000 for public outreach, public meeting costs, other costs related to facilitating public involvement.

### **D.2. Indirect costs**

None anticipated

### **D.3. Key applicant staff**

Debbie Burkett - Community Development Director  
Zach Wood - Planner  
Nichole Williamson, County Administrative Officer



# ED-900 – General Application for EDA Programs

## A. Applicant Information

A.1. EDA Application Identifier (if available):

A.2. Please identify all applicants for this project:

	Name	SAM.gov CAGE Code	SAM.gov Registration Expiration Date	Fiscal Year End Date (mm/dd)
Lead Applicant				
Co-Applicant 1				

## B. Project Information

**B.1. Provide a geographical definition of the region to be served by the investment (project), including the specific geographic location of the project within the region.**

**B.2. Describe and outline the scope of work for the proposed EDA investment, including a list of tasks to be undertaken.**

**B.3. Economic development needs**

B.3.a. Does the region in which the project will be located have a Comprehensive Economic Development Strategy (CEDS)?

Yes If Yes, what is the source?

No If No, then please check one:

B.3.a.i. An alternate strategic planning document that governs this investment is attached.

Add Attachment

Delete Attachment

View Attachment

B.3.a.ii. This investment is to develop a "strategy grant" to develop, update or refine a CEDS.

N/A – Not Applicable

B.3.b. Describe the economic conditions of your region. Define the economic development need to be addressed by the proposed EDA investment and explain how the proposed investment will address that need.

**B.4. Applicant's capability**

Briefly describe the applicant's capability to administer, implement, and maintain the project.

**B.5. List and describe the strategic partners and organizations to be engaged in this project**

**B.6. Describe the investment (project) impact and fit with EDA funding priorities**

**B.7. Identify the proposed time schedule for the project**

**B.8. Economic impacts of the project**

B.8.a. Please describe the economic impacts of the project:

B.8.b. Please identify the total estimated jobs and private investment that is expected to be generated by this project:

Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment

B.8.c. Please identify the source of Estimates above (check as many as apply):

- Letters from Beneficiaries of the Project
- Input/Output Model (e.g. IMPLAN, REMI)
- Comparison to Similar Projects
- Other Method (specify below)

**B.9. Beneficiaries of the project**

Beneficiary Name	NAICS Code	Estimated Jobs Created	Estimated Jobs Retained	Estimated Private Investment
<b>Total</b>				

**B.10. Non-EDA funding for the project**

B.10.a. Are all non-EDA funds committed to the project, available as needed, and not conditioned or encumbered in any way that would preclude their use consistent with the purpose of the project?

- Yes                       No (explain below)

B.10.b. Identify the source, nature and amount of all non-EDA funds.

Source	Amount	Date Available	Type	Restriction/Comments

B.10.c. Does the applicant plan to seek other federal financial assistance as part of or in connection with this project? If so, please describe the source, amount and any terms and conditions of the funding, and when the funding will be available for use by the applicant.

- Yes (explain below)                       No



B.10.d. Please attach documentation confirming non-EDA (matching or cost share) funding:

Add Attachment

Delete Attachment

View Attachment

### B.11. Justification for sole source procurement

Will you contract work to complete part or all of this project?

B.11.a. No

B.11.b. Yes

If yes, will contracts be awarded by competitive bid?

B.11.b.i. Yes

B.11.b.ii. No

If contracts will not be awarded by competitive bid, please provide a justification. A cost analysis will be necessary when adequate price competition is lacking, and for sole source procurements.

### B.12. Equipment

Will any funds be used to purchase equipment?

B.12.a. No

B.12.b. Yes

If yes, will project funding be used to install the equipment?

Yes

No

Please attach a list, including cost, description, purpose, and estimated useful life of any equipment that will be purchased as a part of this project.

Add Attachment

Delete Attachment

View Attachment

## C. Regional Eligibility

### C.1. Region

Define the area/region that is the basis for the applicant's claim of eligibility. EDA will review and evaluate documentation submitted by the applicant to verify and determine eligibility.

## C.2. Economic Distress

Check all that apply in establishing regional eligibility (see NOFO for more details):

- C.2.A. Unemployment rate
- C.2.B. Per capita income
- C.2.C. Special need, including:
  - Substantial out-migration or population loss;
  - Underemployment; that is, employment of workers at less than full-time or at less skilled tasks than their training or abilities permit;
  - Military base closure or realignment, defense contractor reductions-in-force, or U.S. Department of Energy defense-related funding reductions;
  - Natural or other major disasters or emergencies;
  - Extraordinary depletion of natural resources;
  - Closing or restructuring of an industrial firm or loss of other major employer;
  - Negative effects of changing trade patterns; or
  - Other circumstances set forth in the applicable NOFO (please explain below).

## C.3. Substantial Direct Benefit

If the project does not meet any of the criteria above, is it located in an Economic Development District (EDD), and will it provide substantial direct benefit to residents of an area within that EDD that does meet the distress criteria?

- Yes  No

Which Economic Development District?

Please explain how the proposed project will provide a substantial direct benefit to this geographic area within the EDD.

## C.4. Source of data provided for regional eligibility determination

Check the box denoting what data source you used to establish eligibility:

- C.4.a. The most recent ACS data published by the U.S. Census Bureau.
- C.4.b. The most recent Bureau of Labor Statistics Data.
- C.4.c. The most recent other federal data for the region in which the project is located (e.g., U.S. Census Bureau or the Bureaus of Economic Analysis, Labor Statistics, Indian Affairs, etc.).
- C.4.d. If no federal data are available, the most recent data available through the state government for the region in which the project is located.

- C.4.e. Other data to substantiate regional eligibility based on a "Special Need" as defined in 13 C.F.R. § 300.3.

Please attach a copy of the documentation used to support your claim of eligibility:

Add Attachment

Delete Attachment

View Attachment

## D. Budget and Staffing

To be completed by applicants for non-construction assistance only

### D.1. Budget justification

### D.2. Indirect costs

### D.3. Key applicant staff

## E. Administrative Requirements

### E.1. Civil rights

E.1.a. Does the applicant understand and agree to comply with all applicable civil rights requirements (see 13 C.F.R. § 302.20)?

- Yes  No (explain below)

E.1.b. Do identified "Other Parties" (as listed in question B.9.), businesses that will create and/or save fifteen or more jobs as a result of the EDA project, understand and agree to comply with all applicable civil rights requirements under 13 C.F.R. § 302.20, including the requirement to provide signed assurances of compliance (ED-900B)?

- Not Applicable (No Other Parties Identified)  Yes  No (explain below)

### E.2. Lobbying certifications

Will you be able to comply with federal requirements regarding lobbying?

- Yes  No (explain below)

**E.3. Compliance with Executive Order 12372, State Single Point of Contact (SPOC)**

Does the state in which the project will be located have a project review process that requires submission to a Single Point of Contact (SPOC)?

- E.3.a. No. Go to Question E.4  
 E.3.b. Yes

If Yes, does this request for EDA investment assistance meet the SPOC process established by the state?

- E.3.b.i. No  E.3.b.ii. Yes

Please explain why not

If Yes, were SPOC comments/clearance received?

- E.3.b.ii.a. Yes

Please attach the comments/clearance:

Add Attachment

Delete Attachment

View Attachment

- E.3.b.ii.b. No. The review period has expired and no comments were received.

- E.3.b.ii.c. No. Comments have been requested but the review period has not yet expired.

Please attach evidence of your request for comments:

Add Attachment

Delete Attachment

View Attachment

#### E.4. Single Audit Act Requirement

E.4.a. Does the applicant understand and agree to the requirements of subpart F of 2 C.F.R. part 200 regarding federal audits?

Yes  No

E.4.b. Is the applicant currently audited under the Single Audit Act?

E.4.b.i. No

E.4.b.ii. Yes, If yes:

E.4.b.ii.a. What is the date of the most recent audit?

E.4.b.ii.b. Was this audit submitted to the Federal Audit Clearinghouse?

Yes

No

## F. Requirements for Non-Governmental Applicants (Excluding Public Universities and Certain District Organizations)

As indicated below, non-governmental applicants (excluding public universities and district organizations) must also provide a copy of the following items, either using the Attachments form that is part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov) or providing a hard copy.

F.1. Non-profit organizations must provide a current Certificate of Good Standing from the State in which they are incorporated.

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

F.2. New non-profit organization applicants must provide their Articles of Incorporation and By-Laws. Non-profits with an active EDA grant must either provide a) a revised copy of their Articles of Incorporation or By-Laws if these have been amended or b) a statement certifying that there has been no change in the organization's Articles of Incorporation or By-Laws.

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

F.3. Non-profit organizations must provide a resolution passed by a general purpose political subdivision of a State (e.g., local government entity) or a letter signed by an authorized representative of a local government acknowledging that the applicant is acting in cooperation with officials of the political subdivision. EDA may waive this requirement for certain projects of significant regional or national scope (see 13 CFR § 301.2(b)).

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

F.4. If applying for a construction or RLF investment, an applicant must afford the appropriate general purpose governmental authority a minimum of 15 days to review and comment on the proposed project (13 CFR § 302.9(a)).

Will the applicant be able to provide these comments?

Yes

Not applicable, because the applicant is not applying for a construction or RLF grant

Not applicable, because this requirement has been satisfied under an existing RLF plan

No, for another reason (explain below)

# Instructions for Form ED-900

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## A. Applicant Information

A.1. EDA Application Identifier – If EDA has previously provided an identifier for your proposal/application, please enter that identifier here. Otherwise, leave blank.

A.2. Please identify all applicants for this project:

The Lead Applicant should be the party who is responsible for handling disbursement of funds and reporting to EDA.

Note that Sam.gov registration is required of all EDA applicants and awardees. Please list the relevant CAGE Code and SAM.gov expiration data for all applicants and co-applicants (if any).

## B. Project Information

**B.1. Provide a geographical definition of the region to be served by the investment (project), including the specific geographic location of the project within the region.**

Clearly and concisely describe the region where the project will be located, including the specific geographic location of the project within the region, as well as background on the assets of the area, which may include clusters, and workforce, physical, educational and financial infrastructure.

**B.2. Describe and outline the scope of work for the proposed EDA investment, including a list of tasks to be undertaken.**

List specific activities that will be undertaken and the specific deliverables that will be produced as a result of this investment. The description of the proposed project must include a clear statement of the overall purpose of the project.

**Applicants for construction assistance (including design and engineering assistance)** should also include a statement of project components. Indicate if the proposed project involves the construction of a new facility or facilities or the enlargement, expansion, renovation, or replacement of an existing facility or facilities. Describe the existing facility and proposed project components in terms of dimensions, capacities, quantities, etc.

**Applicants for Partnership Planning Assistance** should provide a narrative on the economic development activities that will be undertaken including managing and maintaining the CEDS process.

**Applicants for Short Term Planning Assistance** should provide a narrative explaining how the proposed scope of work will enhance economic development planning capacity of the identified region. Include any relationship or collaboration with other public and private entities. Please explain how the strategy will expand the capacity of public officials and economic development organizations to work effectively with employers and enable the region to plan and coordinate the use of available resources to support economic recovery and the development of a regional economy and/or develop innovative approaches to economic revitalization in the region.

**Applicants for State Planning Assistance** should provide a narrative outlining the proposed scope of work for the project. Include the relationship to any existing CEDS or similar planning processes in the region and the goals and objectives of the proposed project.

### **B.3. Economic development needs**

Except for grants to fund developing, updating or refining a CEDS as described in 13 C.F.R. § 303.7, the region in which Public Works or Economic Adjustment projects will be located must have a CEDS with which the project is consistent.

B.3.a. Does the region in which the project will be located have a Comprehensive Economic Development Strategy (CEDS)?

If Yes, what is the source? *Note: If you are unsure if your region has a CEDS, please contact your local District Organization. In areas without a District Organization, CEDS may also be obtained at the City, County, or State level.*

If No, then please check one of the indicated options:

B.3.a.i. There is an alternate strategic planning document that will govern this investment. Please identify the strategy and provide a copy of this planning document, either by attaching the document to this application or submitting a hard copy.

B.3.a.ii. This investment is to create a strategy plan to develop, update or refine a CEDS. Please explain how the strategy will expand the capacity of public officials and economic development organizations to work effectively with employers and enable the region to plan and coordinate the use of available resources to support economic recovery and the development of a regional economy and/or develop innovative approaches to economic revitalization in the region.

B.3.b. Briefly describe the economic conditions of the region described in B.1, as well as the economic adjustment problems or economic dislocations the region has experienced (or is about to experience) and the regional impact of these conditions. How does the project address the economic development needs of the region and the goals and objectives of the CEDS for the region or the alternate strategic planning document described in section b below? See 13 C.F.R. part 303.

### **B.4. Applicant's capability**

Briefly describe the applicant's capability to administer, implement, and maintain the project.

### **B.5. List and describe strategic partners and organizations to be engaged in this project**

Describe existing regional partnerships (if any) that are directly engaged in supporting the proposed project, including a discussion of the extent of participation of government agencies, private sector interests, education providers, non-profits, community and labor groups, workforce boards, utilities, etc.

### **B.6. Describe the investment (project) impact and fit with EDA funding priorities**

Concisely document how the proposed project aligns with one or more of EDA's investment priorities. Applicants that propose projects that do not align with EDA's investment priorities will not be as competitive as those that do. Applicants are strongly encouraged to review EDA's investment priorities, as outlined in the applicable Notice of Funding Opportunity (NOFO) announcement on [www.Grants.gov](http://www.Grants.gov).

### **B.7. Proposed time schedule for the project**

Provide a proposed time schedule for completion of the project, including when (month/year) the project will begin and end. Explain any potential issues that could affect project implementation.



## **B.8. Economic impacts of the project**

Provide a clear and compelling justification for the long-term potential economic impact of the proposed project, through anticipated job creation or retention, private investment leveraging, number of businesses or collaborations supported, or other appropriate measures. All job and private investment estimates should reflect the anticipated impact within nine years of the potential EDA investment. Applicants must attach letters of commitment from any identified beneficiaries.

For all other measures, applicants should clearly identify the expected time frame. In all cases, applicants must document the benefit and provide third-party data or information available to support these claims.

## **B.9. Beneficiaries of the project**

If applicants have identified specific private sector employers that are expected to create and/or save jobs as a result of the project, applicants should list those beneficiaries in the table provided. All job and private investment estimates should reflect the anticipated impact within nine years of the potential EDA investment.

NAICS Code: The NAICS code for the major industry category of the beneficiary company (see [www.naics.com](http://www.naics.com) for a searchable list).

Jobs Created: The number of jobs that the company expects to create as a result of the project.

Jobs Retained: The number of jobs that the company expects to retain as a result of the project.

Private Investment: The amount of private investment that the company expects to make in its business/ community as a result of the project.

Form ED-900B must be completed by each beneficiary that expects to create and/or save fifteen or more jobs as a result of the project.

## **B.10. Non-EDA funding for the project**

Select the appropriate response to each question. Applicants should identify the source, nature and amount of all non-EDA funds, including in-kind contributions (non-cash contributions of space, equipment, services, or assumptions of debt). Explain the status of all funding commitments, including the date the funds will be available from each source, and describe any conditions or restrictions on the use of such funds. If in-kind contributions are included, explain the basis on which they are valued. If so, please describe the source, amount and any terms and conditions of the funding, and when the funding will be available for use by the applicant. Please attach evidence of commitment from all funding sources. For example, if bonds are contemplated as match, counsel opinion of the applicant's bonding authority and eligibility of the bonds for use as match, along with full disclosure of the type of bonds and the schedule of the applicant's intended bond issue, are required.

## **B.11. Justification for sole source procurement**

Select the appropriate response to each question.

## **B.12. Equipment**

Select the appropriate response to each question.

## C. Regional Eligibility

Public Works and Economic Adjustment Assistance projects must satisfy regional eligibility requirements (see NOFO for more details). This section will assist EDA in determining if the proposed project satisfies these eligibility requirements.

Planning and Technical Assistance applications: although meeting specific distress criteria is not a prerequisite for funding under these programs, the economic distress level of the region impacted by a project serves as the basis for establishing the EDA share of the total cost of the project and can inform competitiveness.

Please answer all questions completely and accurately and attach explanations and supporting documentation where applicable.

### C.1. Region

Clearly define the area/region that is the basis for your claim of eligibility.

### C.2. Economic Distress

Check all that apply in establishing regional eligibility (see NOFO for more details):

**C.2.A. Unemployment rate:** The project is located in a region that has an unemployment rate that is, for the most recent 24-month period for which data are available, at least one percentage point above the national unemployment rate.

**C.2.B. Per capita income:** The project is located in a region that has a per capita income that is, for the most recent period for which data are available, 80 percent or less of the national average per capita income.

**C.2.C. Special need:** The project is located in a region that has experienced or is about to experience a "Special Need" (as defined in 13 C.F.R. § 300.3) arising from actual or threatened severe unemployment or economic adjustment problems resulting from severe short-term or long-term changes in economic conditions, including: Substantial out-migration or population loss; Underemployment, that is, employment of workers at less than full-time or at less skilled tasks than their training or abilities permit; Military base closure or realignment, defense contractor reductions-in-force, or U.S. Department of Energy defense-related funding reductions; Natural or other major disasters or emergencies; Extraordinary depletion of natural resources; Closing or restructuring of an industrial firm or loss of other major employer; Negative effects of changing trade patterns; or other circumstances set forth in the applicable NOFO.

### C.3. Substantial Direct Benefit

A project located within an Economic Development District (EDD) that is located in a region that does not meet the economic distress criteria set forth in section C.2 above, is also eligible for EDA investment assistance if EDA determines that the project will be of "substantial direct benefit" to a geographic area within the EDD that meets the distress criteria set forth in question C.2 above by providing significant employment opportunities for unemployed, underemployed, or low-income residents of the distressed geographic area within the EDD. If applicable, identify the EDD in which the proposed project will be located, as well as the geographic area within the EDD that meets the economic distress criteria detailed in section C.2., and explain how the proposed project will provide a substantial direct benefit to this geographic area within the EDD. (See NOFO for more details.)

### C.4. Source of data provided for regional eligibility determination

Check the appropriate box denoting what data source you used to establish eligibility. Please attach data used to establish eligibility.

## D. Budget and Staffing

To be completed by applicants for non-construction assistance only

### D.1. Budget justification

Provide a clear budget justification that identifies how funds in each line item of the budget will be utilized to support the proposed project. Explain the proposed use of any amounts budgeted for "Equipment," "Contractual," or "Other," if any, on Form SF-424A, Budget Information - Non-Construction Programs.

### D.2. Indirect costs

Explain the types of indirect costs, if any, on Form SF-424A. If there are any indirect costs, please submit a copy of the current Indirect Cost Rate Agreement that your organization has with its cognizant Federal agency. Alternatively, applicants must provide supplemental documentation such as: a certificate of indirect costs and acknowledgment letter from the cognizant agency, a cost allocation plan, an indirect cost rate proposal and/or other acceptable documents under Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) as set forth in 2 C.F.R. part 200 or relevant procurement regulations.

### D.3. Key applicant staff

Identify key applicant staff who will undertake and complete project activities. Include a description of the knowledge, organizational experience, and expertise of individual staff members. In addition, explain how organizational resources will be used to complete project activities. For National Technical Assistance, Training and Research and Evaluation projects, specify which positions will be charged to the federal and non-federal portion of the project budget.

## E. Administrative Requirements

### E.1. Civil rights

Select the appropriate response, providing an explanation if "no."

### E.2. Lobbying certifications

**All applicants** for federal financial assistance must certify that federal funds have not been used and will not be used for lobbying in connection with this request for federal financial assistance (Form CD-511). If non-federal funds have been or are planned to be used for lobbying in connection with this request for federal financial assistance, Form SF-LLL also must be completed. Applicants must comply with 13 C.F.R. § 302.10 regarding attorneys' and consultants' fees and the employment of expeditors. This regulation requires that applicants identify and disclose the amount of fees paid to anyone engaged to assist the applicant in obtaining assistance under the Public Works and Economic Development Act of 1965 (PWEDA), as amended.

### E.3. Compliance with Executive Order 12372, State Single Point of Contact (SPOC)

Select the appropriate response to each question, please attach any comments that have been received. If the comment period has not yet expired or comments were not received, attach evidence of your request for comments.

### E.4. Single Audit Act Requirement

Select the appropriate response to each question.

## **F. Requirements for Non-Governmental Applicants (Excluding Public Universities and Certain District Organizations)**

As indicated, non-governmental applicants must also provide a copy of the requested items, either using the Attachments form that is part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov) or submitting a hard copy. Public Universities and Certain District Organizations may be exempt from this requirement, please contact your Regional Office to determine the requirements applicable to your organization.

# Memo

To: Economic Development Advisory Committee

From: Tom Sweeney

Date: 5/8/2020

Re: Discussion and possible direction to staff on pursuing new initiatives

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## Background

Add to the list, along with all of the other members ideas and then carry them over for a more complete discussion before making a decision on a grant application

## Discussion

1. \* Form an exploratory committee (including Karrie Baker) to evaluate potential sites for a Conference Center/Business Retreat facility, and to identify ways to promote its use. A local conference facility would help make use of underused existing hotel/motel space; help promote recreational activities in the county (fishing/skiing) and vacation opportunities here; would help local restaurants; and connect the County to business entities who might see possible investment opportunities here.
2. "Discuss outreach to similarly-situated counties for novel economic development ideas not involving timber, and suggest a tele-meeting to discuss their input and successes.
3. "Discuss outreach to influencers in the Artificial Intelligence (AI) and high-tech/Silicon-Valley-type start-up fields to offer a free familiarity trip to Alpine County (minimal cost/hotel/meal or two) to encourage remote working professionals to put Alpine on their radar; similarly, offer press trip inducement for feature article written for AI/high-tech-related magazine market to put Alpine on the radar of work-from-home/high-tech professionals."
4. Alpine County *\*must\** have one of the lowest cost-of-livings in the entire state, at least for a desirable place to live (partially because we have a low sales tax; partly because everyone buys in Nevada). I don't know what our median home price is, but... How about compiling an "Affordability/Lifestyle Index" that ranks Alpine County #1 (based on home price, cost of living, and lifestyle features). Make that a huge Press Release, send it out to all the major media markets (LA, San Francisco, San Diego). Wouldn't hurt to mention available build able lot figures, either. Put us on the map -- not only to drive

buyers/home builders, but also with a pitch about a County plan to promote home-based business ownership. Promote home-based business ownership.

5. What's gotten out-sourced to India that could function well here in the US? Customer service support. Translation services. Web design. E-commerce solutions and business app's.
6. What high-speed internet grants are available to rural, remote areas? How can we get our elected representatives to get us some dedicated T-1 lines or fiber-optic cables (or whatever they use nowadays)?
7. What support from the County would assist the EXISTING businesses we have in the County? Talk to Kirkwood and Bear Valley about what *they* need to grow and prosper? How about Carson River Resort? The Woodfords Inn?
8. Reach out to coordinate events already being hosted by El Dorado, Mono, and Douglas Counties. The Alpine Historical Society has had some success linking with other counties with historical events and joint promotional materials. Contact events-promoters at Lake Tahoe and in Douglas and Mono; ask Chamber to coordinate with other chambers for cross-promotional opportunities.
9. Reach out to local and regional wedding planners and photographers; ask the Chamber to reach out to local hotels and resorts (e.g. Sorensen's) regarding their wedding packages. Consider promotional articles and/or advertising in wedding-planner publications.
10. Consider alternative major events to the Death Ride that would bring another large event to the County attracting a different affinity group, such as a large car show or vintage automobile auction, where attendees would come and spend a weekend (again, making use of existing under-utilized hotel/motel space and helping local restaurants). Consider an aggressive plan for utilizing airport facility for single-night camping and/or event space.