

# Mary Ball Washington Regional Council

## GO Virginia Region 6

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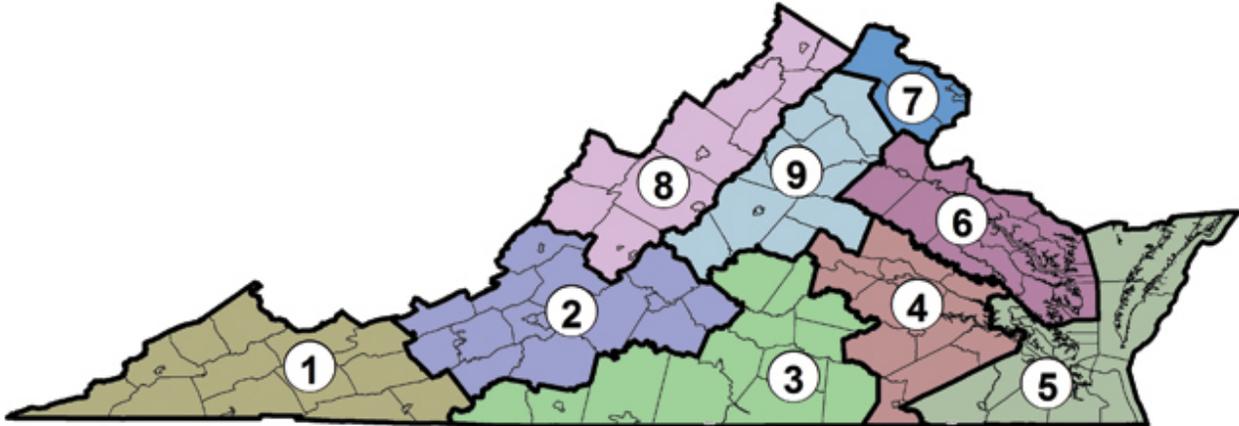
### FY19 Project Application Packet

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## I. Grant Guidelines

The Mary Ball Washington Regional Council (MBWRC) is seeking applications for GO Virginia funding. MBWRC governs GO Virginia Region 6, which includes the George Washington region, Northern Neck, and Middle Peninsula (Planning Districts 16, 17, and 18).



GO Virginia is a statewide economic development initiative, that provides project-based incentives to encourage collaboration between private industry, higher education, and government partners in each region to produce results that will grow and diversify the regional economies and ultimately the Commonwealth. More information can be found on the following websites:

- GO Virginia Foundation Website: <http://govirginia.org/>
- DHCD GO Virginia Website: <http://www.dhcd.virginia.gov/index.php/go-virginia.html>
- GO Virginia Region 6 Website: <https://www.gwregion.org/our-work/gova>

### A. Applicant Eligibility & Requirements

Public or private entities that may pursue and administer grant funding include, but are not limited to, local governments, other political subdivisions of the state, foundations, non-profit entities, colleges and universities, other educational entities, economic development organizations, workforce boards, regional council support organizations, and other stakeholders.

While a private company may apply, in cooperation with the collaborating localities and other stakeholders, to participate in or manage a project, grant funds are not to be used as economic development incentive payments or to promote the activities of a single entity. Instead, grant funds are to be used to support the implementation of requests aligned with the Region’s Economic Growth & Diversification Plan priorities and that offer broad community benefits.

Applicants must demonstrate capacity to manage GO Virginia grant funds appropriately.

## **B. Estimated Funding Available**

MBWRC estimates that \$1,500,000 in GO Virginia funds will be available in Fiscal Year 2019 (July 1, 2018-June 30, 2019).

## **C. Project Types**

### **Enhanced Capacity Building Projects**

Enhanced Capacity Building Projects can request GO Virginia funding for feasibility studies, pre-development activities, plans, and capacity building activities that will lead to implementation projects that align with the Region's Economic Growth & Diversification Plan. Enhanced Capacity Building Projects will not have direct economic outcomes and are not required to submit a Return on Investment (ROI) calculation.

Applications for enhanced capacity building should:

- Inventory existing programs with similar goals,
- Identify gaps in current programs that the proposed project will fill,
- Address resources and structures needed to ensure the success of the project, and
- Explore how the project could contribute to the success of associated future grant requests.

There is no cap on the amount of GO Virginia funding that can be requested for Enhanced Capacity Building Projects, but projects requesting no more than \$100,000 can seek administrative approval from DHCD. Administrative approval requirements are detailed in *Administrative Approval Process for Grants under \$100,000 from Regional Per Capita Grant Allocations*, available at <https://www.gwregion.org/our-work/gova>.

Project requirements are the same as those for Collaborative Projects; however, Enhanced Capacity Building Projects that seek administrative approval are not required to meet the local match requirement.

### **Collaborative Projects**

Collaborative Projects can request GO Virginia funding for Cluster Scale-Up, Commercialization, Site & Infrastructure Development, and Workforce & Credentialing activities that align with the Region's Economic Growth & Diversification Plan and will have measurable outcomes. There is no cap on the amount of GO Virginia funding that can be requested for Collaborative Projects.

## **D. Project Requirements**

Projects must adhere to the requirements outlined in the *Virginia Growth and Opportunity Act* and *Virginia Growth and Opportunity Fund (GO Fund) Grant Scoring Guidelines*, both available at <https://www.gwregion.org/our-work/gova>. These requirements, as well as policy decisions made to date by the State Board, are summarized below.

## Alignment with GO Virginia Strategies

The purpose of GO Virginia is to “create more higher paying jobs through incentivized collaboration, primarily through out-of-state revenue, which diversifies and strengthens the economy in every region.”

Projects requesting GO Virginia funding must fall into at least one of the following categories:

- Cluster Scale-Up
- Commercialization
- Site & Infrastructure Development
- Workforce & Credentialing

GO Virginia does NOT fund the following:

- Healthcare or quality of life projects
- Incentives to private companies
- Scholarships
- Transportation projects (unless associated with site development)

Also, funding for broadband implementation projects is on hold, pending the development of a strategic plan under the newly appointed Chief Broadband Advisor.

## Alignment with Region 6 Economic Growth & Diversification Plan

The Region’s Economic Growth & Diversification Plan creates a strategic framework for applicants to translate prioritized needs and opportunities into actionable grant requests for GO Virginia funding. The final Plan, as well as supporting documents, are available at <https://www.gwregion.org/our-work/gova>.

Projects must align with the Plan and at least one of its six priority clusters:

- Seafood Processing/Aquaculture/Commercial Fishing
- Forestry/Wood Products/Paper
- Manufacturing
- Logistics/Distribution
- Professional/Technical/Scientific Services
- Information/Data Centers

## Creation of High-Paying Jobs

Projects must create “high-paying jobs”, defined as above the average wage of the GO Virginia Region and/or project service area. The following chart shows average wage for Region 6 as a whole and for each planning district.

	Hourly	Weekly	Annually
Region 6	\$19.90	\$796	\$41,392
George Washington Region	\$20.68	\$827	\$43,004
Northern Neck	\$17.78	\$711	\$36,972
Middle Peninsula	\$17.23	\$689	\$35,828

## Local Participation

Projects must have at least two participating localities, political subdivisions, or public bodies corporate and politic. "Participation" can include financial participation, in-kind contribution, participation on a project advisory team, and/or administration of the project.

Examples of partners that count toward this requirement include:

- County/City/Town
- Local EDA/IDA
- School District
- Planning District Commission

A town and the county it is within would need to partner with an additional locality/political subdivision/public body corporate and politic to meet this requirement. The same is true for a county and its planning district commission.

## Match

**Total Match Requirement (1:1):** Match from non-state appropriated sources (cash or in-kind) must equal or exceed the GO Virginia fund request. Match should be necessary to the completion of the project and reasonable. Funds may only be used to match one GO Virginia project; however, GO Virginia does not restrict the use of matching funds being used to match other grants if allowable by the other granting entity.

**Potential for Waiver:** The State Board has the authority to waive up to half of the required \$1:1 match, where the applicant can demonstrate significant fiscal distress or an exceptional economic opportunity in the collaborating localities.

**Local Match Requirement:** Of the total match amount, 20% or \$50,000 (whichever is greater) must be from local sources (cash or in-kind). Local match can be from local governments, school districts, or single-jurisdiction EDA/IDAs, including funds passed through regional or statewide entities that originated with local entities. The local contribution may take the form of cash, revenue sharing, dedication of locally-owned or controlled assets to the proposed regional project, reallocation of existing funds, in kind contributions, or other local resources.

**Potential for Waiver:** The State Board has the authority to waive the local match requirement for projects that demonstrate the ability to benefit the majority of the region or region(s). The local match waiver should only be requested if the applicant can demonstrate that the benefitting localities were approached but unable to financially contribute to the project.

**Potential for Waiver (Enhanced Capacity Building Projects only):** Enhanced Capacity Building Projects that seek administrative approval are not required to meet the local match requirement.

**Match Documentation:** Cash match will be documented through letters of commitment. Local match that is passed through a regional entity requires both 1) a letter from the matching entity indicating the original source of the funds and the total funding committed and 2) a letter from the locality of origination, indicating that they contribute to the matching organization and support the

reprogramming of their funds for the GO Virginia project. In-kind match will be documented through the In-Kind Match Form (template provided).

### **Project Timeline**

Projects must be completed within two years.

### **Performance Metrics**

Performance metrics should reflect both the outputs and the outcomes of a project.

Outputs reflect project activities. Examples include:

- Acreage or square feet developed
- Credentials awarded
- Individuals reached
- New participants engaged
- New partnerships established
- Plans/reports completed
- Workers trained
- Workshops hosted

Outcomes reflect project impact. Examples include:

- Businesses created
- Clusters expanded
- Costs reduced
- Graduates/trainees hired
- Jobs created/retained
- Leveraged private investment (LPI)
- Revenues increased
- Tax revenue increased

An Enhanced Capacity Building Project will have outputs but not outcomes if the project does not involve implementation.

### **Return on Investment**

A Return on Investment (ROI) measures how much money or profit is made from an investment relative to the cost of the investment (%).

$$\text{ROI \%} = \frac{\text{Revenues from Investment} - \text{Cost of Investment}}{\text{Cost of Investment}}$$

GO Virginia project ROIs should reflect the Commonwealth's return on investment over a 3-year period after initial phase outputs are complete.

Project ROIs should be calculated using the Commonwealth's total investment in the project, including the GO Virginia request and any other funding. An ROI Calculation template is provided.

ROI Calculations are not required for Enhanced Capacity Building Projects.

**Sustainability**

Projects must be sustainable after GO Virginia funding has been exhausted.

**E. Process & Timeline**

**Timeline**

	<b>Round 1</b>	<b>Round 2</b>	<b>Round 3</b>	<b>Round 4</b>
Letters of Intent Due to GWRC	Aug 17, 2018	Oct 12, 2018	Dec 14, 2018	Feb 8, 2019
Interested Applicants Meet with Staff	Aug 20-31, 2018	Oct 15-26, 2018	Dec 17-28, 2018	Feb 11-22, 2019
Applications Due to GWRC	Sept 28, 2018	Nov 23, 2018	Jan 25, 2019	Mar 22, 2018
Staff Review	Oct 1-5, 2018	Nov 26-30, 2018	Jan 28-Feb 1, 2019	Mar 25-29, 2018
Applicants Meet with Interview Panel	Oct 15, 2018	Dec 10, 2018	Feb 11, 2019	Apr 8, 2019
Regional Council Meeting (Applications Considered for Region 6 Approval)	Oct 15, 2018	Dec 10, 2018	Feb 11, 2019	Apr 8, 2019
GWRC Submits Approved Applications to DHCD	Nov 9, 2018	TBD*	TBD*	TBD*
State Board Meeting (Applications Considered for Final Approval)	Dec 18, 2018	TBD*	TBD*	TBD*

\*These dates will be determined by the State Board.

**Letter of Intent Submission**

In order to submit a project application to GO Virginia Region 6, applicants are required to submit a letter of intent, using the template included in this packet. This letter will initiate early discussions regarding project ideas. The Regional Council understands that proposed information and figures included in the letter may change as the project application is finalized.

Letters of intent must be submitted to Kate Gibson via email ([gibson@gwregion.org](mailto:gibson@gwregion.org)) by the dates indicated in the timeline above to be considered at the corresponding Regional Council meeting.

**Application Submission**

Applications must be submitted to Kate Gibson via email ([gibson@gwregion.org](mailto:gibson@gwregion.org)) by the dates indicated in the timeline above to be considered at the corresponding Regional Council meeting.

Failure by an applicant to present all required application information and documentation may result in the application being declared ineligible for funding consideration.

**Application Review Process**

Submitted applications will go through the following levels of review at the Regional Council level:

- Regional Council Staff Review
- Interview Panel Review
- Regional Council Review & Determination

Regional Council staff will review submitted applications for conformance with project requirements and GO Virginia policies. Staff will conduct the following threshold review:

<b>THRESHOLD – required criteria to be considered for GO Virginia funds</b>	
a. Does the applicant demonstrate capacity to manage the grant?	YES / NO
b. Does the project align with GO Virginia strategies?	YES / NO
c. Does the project carry out the goals/objectives of the Region 6 Economic Growth & Diversification Plan?	YES / NO
d. Does the project contribute, either directly or indirectly, to the creation of higher-paying jobs for the region?	YES / NO
e. Does the project address, either directly or indirectly, businesses that receive more than 50% of their revenue from out of state?	YES / NO
f. Does the project have at least two participating localities, political subdivisions, or public bodies corporate and politic?	YES / NO
g. Does the project have non-state source(s) of revenue at least equal to the requested GO Virginia grant?	YES / NO
h. If no, is there a fiscal distress or unique economic opportunity justification for the reduced match? (In no instance will the match be less than half of the requested GO Virginia grant request.)	YES / NO
i. Are the participating localities contributing at least 20%, or \$50,000, whichever is greater, of the required match? (Not required for Enhanced Capacity Building Projects seeking administrative approval.)	YES / NO
j. If no, does the project demonstrate the ability to benefit the majority of the region or region(s) and that the benefitting localities were approached but unable to financially contribute to the project?	YES / NO
k. Is the project sustainable after GO Virginia funds?	YES / NO

Applicants will then meet with the Interview Panel, made up of Regional Council members, to present the project and respond to any questions. The Interview Panel will submit recommendations to the Regional Council.

Finally, the Regional Council will consider submitted applications at the corresponding Regional Council meeting and take one of the following actions for each application:

- Approve the application for submission to the State Board as submitted
- Approve the application for submission to the State Board with conditions or at a lower funding level
- Request the applicant modify the application for action at a future meeting

- Deny the application

Applications that the Regional Council approves for submission to the State Board will go through the following levels of review at the State Board level:

- State Board Staff (DHCD) Review
- Working Group Review
- State Board Review & Determination

Projects must receive final approval from the State Board in order to receive funding, except Enhanced Capacity Building Projects for \$100,000 or less that are administratively approved.

### **Staff Contact**

For help with initial brainstorming, clarification on guidelines, technical assistance, or any other questions that may arise during the application process, please contact Regional Council staff:

Kate Gibson, Senior Planner  
George Washington Regional Commission  
406 Princess Anne Street  
Fredericksburg, VA 22401  
Phone: (540) 642-1579  
Email: [gibson@gwregion.org](mailto:gibson@gwregion.org)

## II. Letter of Intent Template

Mary Ball Washington Regional Council  
c/o Kate Gibson, Senior Planner  
George Washington Regional Commission  
406 Princess Anne Street  
Fredericksburg, Virginia 22401  
Email: gibson@gwregion.org

[Date]

Regional Council Members:

[Organization Name] is interested in applying for Fiscal Year 2019 funding through GO Virginia Region 6. Details of the proposed project are included below.

Project Description:

Proposed Partners:

- 

Proposed Budget:

GO Virginia Request:	\$
Total Match/Leverage:	\$
Total Project Cost:	\$

Proposed Sources of Match:

- 

The point of contact for this project is as follows:

- Name:
- Email:
- Phone:

### III. Application Form (Enhanced Capacity Building/Collaborative)

#### Application Information

**Project Name:**

**Type of Project (select one):**

- Enhanced Capacity Building
- Collaborative

#### Project Applicant

Legal Name:

EIN/TIN:

Address:

Website:

#### Application Contact

Name:

Title:

Phone:

Email:

#### Funding Request Summary

GO Virginia Request*:	\$
Total Match**:	\$
Additional Leverage***:	\$
Total Project Cost:	\$

\*There is no cap on the amount of GO Virginia funding that can be requested for Enhanced Capacity Building Projects, but projects requesting no more than \$100,000 can seek administrative approval from DHCD. There is no cap on the amount of GO Virginia funding that can be requested for Collaborative Projects.

\*\*Match from non-state appropriated sources (cash or in-kind) must equal or exceed the GO Virginia fund request. Of the total match amount, 20% or \$50,000 (whichever is greater) must be from local sources (cash or in-kind), unless the project is seeking administrative approval. Local match can be from local governments, school districts, or single-jurisdiction EDA/IDAs, including funds passed through regional or statewide entities that originated with local entities. The local contribution may take the form of cash, revenue sharing, dedication of locally-owned or controlled assets to the proposed regional project, reallocation of existing funds, in kind contributions, or other local resources.

\*\*\*State appropriated resources cannot be used as match but can be included as "additional leverage."

## Economic Impact

**1. Project Description:** Provide a detailed overview of the proposed project and project activities included in the project budget (scope of work). If the full project scope goes beyond the reflected budget, please provide a breakdown of the current and later phases of project activities. (Character Limit: 6,000) Related attachment(s): 1-2 Page Executive Summary

**2. Project Goals, Approach, and Outcomes:** Identify the project goals, approach, and outcomes, and how the project relates to the region’s Economic Growth and Diversification plan and the goals of GO Virginia. (Character Limit: 6,000)

**3. Demand Indicators:** Describe any feasibility studies that have been conducted or other efforts that have been made to establish the demand for the proposed outputs/outcomes of the proposed project. (Character Limit: 6,000) Related attachment(s): Feasibility Study or Demand Documentation (letters from businesses/community stakeholders indicating demand for project)

**4. Project Timeline and Milestones:** Describe the project timeline and the specific project milestones 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 are not achieved. (Character Limit: 6,000) Related attachment(s): Project Milestones & Drawdown Schedule

**5. Performance Measures and Return on Investment (ROI):** Provide a detailed description of the performance metrics that will be used to quantify success, both quantitative and qualitative, and how the metrics were developed. For Collaborative Projects only, describe the Return on Investment (ROI) methodology and calculated ROI and the timeline for achieving the expected ROI. Include an explanation and source of any data used as the basis for ROI and outcome projections. (Character Limit: 6,000) Related attachment(s): Performance Metrics; Return on Investment (ROI) Calculations (ROI not required for Enhanced Capacity Building Projects)

## Regional Collaboration

**6. Service Area and Local Partners:** Identify localities participating in the project (financially or administratively) as well as those localities that are served by the project. (Character Limit: 6,000)

	Participating Locality	Part of Project Service Area	Population Estimates (2016 Census Data)
Caroline County	<input type="checkbox"/>	<input type="checkbox"/>	30,178

Essex County	<input type="checkbox"/>	<input type="checkbox"/>	11,123
City of Fredericksburg	<input type="checkbox"/>	<input type="checkbox"/>	28,297
Gloucester County	<input type="checkbox"/>	<input type="checkbox"/>	37,214
King and Queen County	<input type="checkbox"/>	<input type="checkbox"/>	7,159
King George County	<input type="checkbox"/>	<input type="checkbox"/>	25,984
King William County	<input type="checkbox"/>	<input type="checkbox"/>	16,334
Lancaster County	<input type="checkbox"/>	<input type="checkbox"/>	10,972
Mathews County	<input type="checkbox"/>	<input type="checkbox"/>	8,782
Middlesex County	<input type="checkbox"/>	<input type="checkbox"/>	10,778
Northumberland County	<input type="checkbox"/>	<input type="checkbox"/>	12,222
Richmond County	<input type="checkbox"/>	<input type="checkbox"/>	8,774
Spotsylvania County	<input type="checkbox"/>	<input type="checkbox"/>	132,010
Stafford County	<input type="checkbox"/>	<input type="checkbox"/>	144,361
Westmoreland County	<input type="checkbox"/>	<input type="checkbox"/>	17,592
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>	
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>	
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>	

**Does the application request a waiver of the local match requirement? (\$50,000 or 20% provided by participating localities, whichever is greater).**

**Are there localities or other GO Virginia regions (including interstate collaborations) that are outside the applying region that are participating in the project? If so, describe the nature of the collaboration and the anticipated impact.**

**7. Collaboration and Cost Efficiencies: 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. (Character Limit: 6,000)**

**8. Coordination with Existing Programs: Discuss existing grant requests or programs with similar goals and indicate 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? (Character Limit: 6,000)**

**For Enhanced Capacity Building Projects, discuss how the enhanced capacity building effort could contribute to the success of associated future grant requests and how the project could be replicated or used across multiple grant requests and/or regions.**

## Project Readiness

9. **Partner Roles and Resources Committed:** Describe all partner organizations involved with the implementation of the project, including the entity's role, financial or in-kind commitment, and capacity to successfully execute their duties as they relate to the project. (Character Limit: 6,000) Related attachment(s): Letters of Commitment; In-Kind Contribution Forms; Letters of Support

10. **Project Barriers:** 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? The response also should include any items that must occur prior to initiation of the project or execution of the contract (acquisitions, funding, agreements, partnerships, permits, etc.) and potential timeline impacts for those items. (Character Limit: 6,000)

11. **Consultation with Localities:** Discuss how the project developers have consulted with local government entities regarding the strategy and implementation of the project. The response should include how local government and economic development partners were actively engaged in the development of the project. (Character Limit: 6,000)

12. **Efficiency Measures:** Discuss prerequisite activities undertaken by the collaborating parties to increase efficiency with regard to program delivery and support for the project once launched. The response should cover any substantial work done to date, and if available, the investments associated with those items. (Character Limit: 6,000)

13. **Project Budget:** Identify the total project budget and the sources and uses for matching funds and leverage. If the project is requesting a waiver of the total (1:1) match requirement and/or local match requirement, please explain the justification for the waiver. (Character Limit: 6,000) Related attachment(s): Budget Overview Form

## Project Sustainability

14. **Project Sustainability:** 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? (Character Limit: 6,000)

## Required Attachments

1. 1-2 Page Executive Summary
2. Feasibility Study or Demand Documentation (letters from businesses/community stakeholders indicating demand for project)
3. Project Milestones & Drawdown Schedule (template attached)
4. Performance Metrics (template attached)
5. Return on Investment (ROI) Calculations (template attached; not required for Enhanced Capacity Building Projects)
6. Letters of Commitment

Partner Name	Amount of Cash Contribution	If Letter Pending, Date Expected
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

7. In-Kind Contribution Forms (if applicable; template attached)

Partner Name	Amount of In-Kind Contribution	If Form Pending, Date Expected
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	





## V. Performance Metrics Template

**Project Name:**

**Performance Metrics**

**Outputs** (Project Activities, i.e. # acreage or square feet developed, # credentials awarded, # individuals reached, # new participants engaged, # new partnerships established, # plans/reports completed, # workers trained, # workshops hosted)


**Outcomes\*** (Project Impact, i.e. # businesses created, # clusters expanded, \$ costs reduced, # graduates/trainees hired, # jobs created/retained, \$ leveraged private investment (LPI), \$ revenues increased, \$ tax revenue increased)

\*Not required for Enhanced Capacity Building Projects


(Word version available at <https://www.gwregion.org/our-work/gova>)

## VI. Return on Investment (ROI) Calculations Template

**Project Name:**

### Return on Investment (ROI) Calculations

GO Virginia Request	
Additional State Leverage (if applicable)	
Total State Investment	

	Year 1	Year 2	Year 3	Total
Direct Jobs Created				
Average Annual Salary				
State Income Tax Revenue Generated				
State Sales Tax Revenue Generated				
Total State Revenue Generated				

Commonwealth's ROI %	
----------------------	--

**Instructions:** Only include the direct number of jobs being created each year. The formula contained in the excel version will aggregate jobs year-over-year. For example, if your project is creating 20 jobs in year 1, 20 jobs in year 2, and 20 jobs in year 3, DO NOT input 40 jobs in year 2 and 60 jobs in year 3. Commonwealth's ROI % should reflect a positive return.

#### Assumptions:

- State income tax revenue is based on \$720 + 5.75% of taxable income over \$17,0000 for each direct job
- State sales tax revenue assumes a worker's net income will be 70% of their salary, and that worker will spend 1/3 of their net income on goods/services subjected to the state sales tax of 4.3%

#### Formulas:

- **State Income Tax Revenue Generated** = [Direct Jobs Created] \* (720 + 0.0575 \* ([Average Annual Salary] - 17000))
- **State Sales Tax Revenue Generated** = [Direct Jobs Created] \* (([Average Annual Salary] \* 0.7)/3) \* 0.043
- **Commonwealth's ROI %** =  $\frac{[\text{Total State Revenue Generated}] - [\text{Total State Investment}]}{[\text{Total State Investment}]}$

(Excel version available at <https://www.gwregion.org/our-work/gova>)

## VII. In-Kind Contribution Form

**In-Kind Contribution Form**

Support Organization: George Washington Regional Commission  
 Regional Council: Mary Ball Washington Regional Council (Region 6)

**Contributor Information**

Name of Business/Individual: \_\_\_\_\_  
 Name of Primary Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Contributed Goods or Services**

Description of Contributed Goods or Services: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date(s) Contributed: \_\_\_\_\_  
 Real or Estimated Value of Contribution: \$ \_\_\_\_\_  
 How was the value determined?: Actual Value Appraisal Other  
 Please explain: \_\_\_\_\_

Who Made this Value Determination?: \_\_\_\_\_

Is there a restriction on the use of this contribution?: No Yes  
 If yes, what are the restrictions?: \_\_\_\_\_

Contribution Obtained or Supported with State funds?: No Yes  
 If yes, please provide the name of the State agency and grant/contract number: \_\_\_\_\_

\_\_\_\_\_  
*Signature of Contributor* \_\_\_\_\_ *Date Contributed*

(Excel version available at <https://www.gwregion.org/our-work/gova>)

### VIII. Budget Overview Form

#### GO Virginia Region 6 Budget Overview - Project Revenues

**Instructions:** Below, please indicate total project revenues, including both GO Virginia funds and match contributions. For match contributions, indicate type, source, and status of match.

Match from non-state appropriated sources (cash or in-kind) must equal or exceed the GO Virginia fund request. Of the total match amount, 20% or \$50,000 (whichever is greater) must be from local sources (cash or in-kind), unless the project is seeking administrative approval. Local match can be from local governments, school districts, or single-jurisdiction EDA/IDAs, including funds passed through regional or statewide entities that originated with local entities. The local contribution may take the form of cash, revenue sharing, dedication of locally-owned or controlled assets to the proposed regional project, reallocation of existing funds, in kind contributions, or other local resources.

State appropriated resources cannot be used as match but can be included as “additional leverage.”

Source of Revenue (Dropdown)	Amount	Type of Revenue (Dropdown)	Type of Match (Dropdown)	If other, specify	Source of Match	Status of the Match
GO VA Funds	\$0.00	Cash				
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					
	\$0.00					

