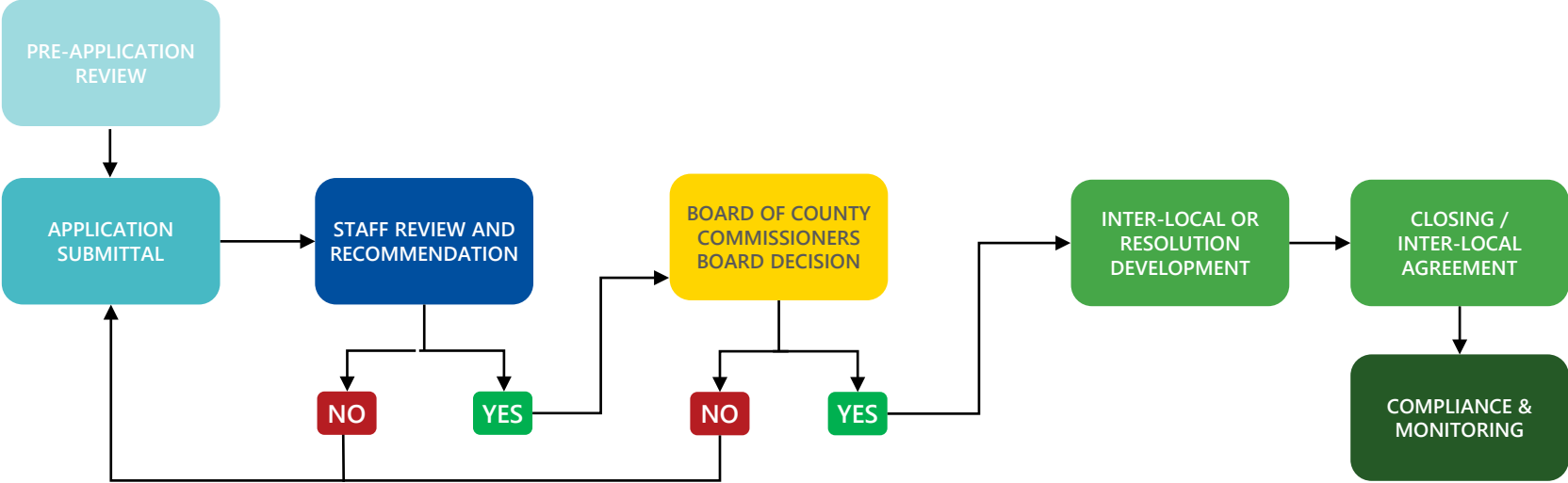


EMPLOYMENT SITES PROGRAM

PUBLIC INFRASTRUCTURE CATEGORY - APPLICATION PROCESS



ESTIMATED TIMEFRAME



Pre-Application meeting with applicant

Applicant submits electronic/online form during 90-day application window

Staff reviews application to determine:

- 1) Completeness
- 2) Eligible project
- 3) Eligible use of funds

Incomplete/ineligible applications will not move forward

Staff will score all applications.

Staff will prepare recommendation reports for each application.

Notifications to applicants will be sent regarding the BCC date.

A BCC agenda item will provide a summary of the completed and eligible applications received, the score for each application, and staff recommendations for each project.

Project recommendations will include a **maximum funding award amount and timeframe for closing**.

All projects approved by the BCC will be subject to final approval by the County Administrator and will have delegated authority to approve Inter-local agreements.

Applicants that are approved by the BCC for funding will be notified in writing. Staff will coordinate with each applicant and request any updated items needed.

Development of Inter-local funding agreements will take place for each project. County projects will have Resolutions developed for Board approval.

To receive funding, the deal must close within the designated timeframe.

If the approved maximum funding award is insufficient, additional BCC authorization will be required to increase the award.