

RRA “Outside Entity” Grant Application Process

- 1) Prospective applicant contacts RRA staff to express interest in applying for future VCDP or other grant funding.
- 2) RRA Grant Administrator (GA) sends prospective applicant an applicable intake form and explains the types of grants and application timeline/s.
- 3) RRA GA collects completed application form, offers assistance in its completion if appropriate, and determines whether applicant’s project meets criteria of VCDP program or other grant funding source.
 - A) If application does not meet funding criteria GA notifies applicant and process ends.
 - B) If application meets funding criteria process continues.
- 4) RRA requests the grant applicant present their project for review by the RRA Board of Commissioners and determines whether the RRA will offer a recommendation of support, neutral, or negative towards each grant applicant. The determination of a formal recommendation would require a motion of the RRA board.

Criteria the RRA Board would consider in making recommendation to the BOA would include, but not limited to:

- A) Whether the applicant’s project adheres to the general work of the RRA such as economic development and job creation, grand list growth, blighted/underutilized property remediation and redevelopment, community and neighborhood development.
 - B) Whether an RRA/City application was being presented in the same funding round.
 - C) Where multiple “outside” applications are proposed in the same funding round in which one project was considered substantially more competitive for funding.
 - D) Where multiple “outside” applications are proposed in the same round in which one project was considered of significantly higher value to the work of the RRA.
 - E) A situation where a known RRA/City application was planned for the next round and applying for funding was deemed harmful to the future application.
- 5) RRA GA submits completed application form to BOA in board packet with RRA Board recommendation. A negative or neutral recommendation does not preclude an applicant the opportunity to solicit BOA’s support for the project.
 - 6) BOA makes decision regarding whether municipality will support a submission on behalf of the applicant.
 - A) If not supported application process ends.
 - B) If supported RRA staff begins process of application submission to VCDP or other funding source.