



# REQUEST FOR PROPOSALS

Solicitation Number: 2019-07

Arizona Commerce Authority  
100 North 7<sup>th</sup> Avenue  
Suite 400  
Phoenix, Arizona 85007  
(602) 845-1200

## NOTICE OF REQUEST FOR PROPOSALS

Solicitation Number: 2019-07

Solicitation Type: Request for Proposals (“RFP”)

Solicitation Title: FY2019 Economic Strength Projects Grant (“ESP”)

Solicitation Release Date: Thursday, January 10, 2019

Questions Due Date: Wednesday, January 30, 2019

Questions & Answers Release Date: Wednesday, February 6, 2019

Submission Due Date and Time: Wednesday, March 6, 2019 (4:00 p.m. Arizona Time)

Award Notice: Tuesday, April 30, 2019 (target)

Project Term: Projects must be completed within 18-months from the effective date of the governing grant agreement.

Project Reporting Obligation Term: Reporting is required from the effective date of the governing grant agreement through the date 36-months following project completion.

Available Funding: \$1,000,000

Solicitation Point of Contact: Teri Orman  
ACA Grants & Procurement  
[terio@azcommerce.com](mailto:terio@azcommerce.com)

ACA Authorized Representative: Ken Burns, CFO/COO

Signature:

DocuSigned by:  
*Ken Burns*  
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## 1. FY19 ECONOMIC STRENGTH PROJECTS GRANT PROGRAM

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Pursuant to A.R.S. §§ 28-7281 *et seq.* and 41-1505(E), the Arizona Commerce Authority, an agency of the State of Arizona (the “ACA”), and the Arizona Department of Transportation (“ADOT”) hereby establish the Fiscal Year 2019 (“FY19”) Economic Strength Projects Grant Program (the “ESP”).

### 1.1. Grant Nature and Intent

The ESP is a competitive grant program designed to enhance the economic strength and competitiveness of Arizona rural communities by providing funding for highway projects that foster job growth. The ESP will reimburse specified costs of qualifying rural road and/or highway projects that are projected to accomplish one or more of the following: (i) significantly increase the number of new jobs, (ii) foster significant private capital investment and (iii) otherwise make a significant contribution to the regional economy, particularly in base industries.<sup>1</sup>

Administration of the ESP is shared between the ACA and ADOT. After initial screening by the ACA of eligible Projects and a recommended priority ranking of eligible Projects by the ACA’s Rural Business Development Advisory Council (“RBDAC”), ADOT is charged with the final selection of approved Projects and with the contractual and financial administration of the Program. Further, see RFP Sections 3.1 and 4.1 and A.R.S. §§ 41-1505(E) and 28-7286(A).

### 1.2. Available Funding

Funding for the Program is allocated to ADOT through the Highway User Revenue Fund.

The total amount available for grants pursuant to the ESP is \$1,000,000. The ACA and ADOT reserve the right to award less than \$1,000,000 in ESP grants depending on, among other considerations, the number and quality of Project proposals (“Proposals”) received. Unallocated Program funds may be available for use in future Economic Strength Grant Project funding rounds.

A single ESP grant award cannot exceed \$500,000. There is no prescribed minimum ESP grant award. The ACA and ADOT may choose to make one or more ESP grant awards.

### 1.3. Eligible Applicants

Applicants eligible for the ESP are as follows:

- Arizona incorporated cities and towns with populations of *less than* 150,000 (based on U.S. Census Bureau 2010 population data) not contiguous with or situated within a Metro Area,<sup>2</sup>
- Arizona counties with populations of *less than* 750,000 (based on U.S. Census Bureau 2010 population data)
- Federally recognized Indian tribes situated in Arizona.

Incorporated cities and towns situated in Metro Areas, unincorporated communities (irrespective of location) and all other persons and entities not specifically identified herein as eligible Applicants are not eligible to apply for or receive grants under the Program.

A private, non-profit economic development organization may be identified as a “co-sponsor” on, and serve as a point of contact for, a Proposal submitted by an eligible Applicant. However, in any such case, only the eligible Applicant may receive an ESP award and enter into a grant agreement with ADOT (the “Agreement”). Documentation of support must be submitted with a co-sponsored Proposal. Private for-profit firms are not eligible Applicants.

An Applicant may seek funding for only one Project during the term of the Program. For this purpose, an otherwise eligible county Applicant is not precluded from seeking funding for a Project because one or more incorporated cities and towns (or Indian tribes) within such county is/are also seeking funding for a Project. Similarly, an otherwise eligible city, town or Indian tribe is not precluded from seeking funding for a Project because the county in which the city, town or Indian tribe is situated is also seeking funding for a Project.

An Applicant in receipt of an outstanding Economic Strength Project grant may not apply for ESP grant funding in FY19.

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<sup>1</sup> The term “base industry” refers to businesses that bring net new wealth into the Arizona community in which they operate by exporting products or services out of the State and, therefore, excludes retail, tourism, hospitality and entertainment-oriented businesses.

<sup>2</sup> For this purpose, the term “Metro Area” refers to a city and its contiguous and surrounding communities with a population of 750,000 or more.

#### 1.4. Eligible Projects

Projects that meet all of the following criteria are eligible for consideration of ESP grant funding:

##### A. Highway and Rural Road Projects

ESP grant funds are available for public highway or rural road projects in Arizona that are available for use by the public at all times.

A local jurisdiction is required to construct and maintain a Project if the Project is not part of the State highway system.

##### B. Demonstrated Private Investment

Projects must directly benefit a planned (i.e., non-speculative) private investment in the relevant community. Applicants must demonstrate that the planned private investment will occur directly because of the ESP grant award. Private investment entities must be established enterprises with operating histories of at least two (2) years.

Evidence of private investment can take the form of an executed letter of intent, lease agreement, or development agreement between the Applicant and the private investor/developer. Further, see RFP Section 2.4(E)

##### C. Demonstrated Economic Impact

Applicants must demonstrate how the Project will affect and advance the community's overall economic strategic course and general plan. Eligible Projects must directly assist a private business to (i) retain a significant number of jobs (ii) significant increase the number of jobs (iii) lead to significant capital investment and/or (iv) otherwise make a significant contribution to the local economy.

Evidence thereof must take the form of completion of a Proposal and all required documentation, including jobs, wage and capital investment projections.

Please note that after submittal of a Proposal, business substitutions are impermissible and any such substitution will cause the Proposal to be rejected. Please further note that if the business creating or retaining the jobs significantly changes or cancels its development plans after a grant is awarded, the grant is subject to revocation by either the ACA or ADOT.

#### 1.5. Required Match Funding

Every Proposal requires evidence of a committed match of at least ten percent (10%) of the total reimbursement-eligible Project costs, as determined under RFP Section 1.6. Documentation of the committed source(s) and amount of the match, including, if applicable, both public sector funds and/or private sector funds, must be provided. If match funding requires obtaining a public entity's official approval or vote after the notice of grant award, the grantee must provide documentation of such approval within 90 days of the notice of award.

Grant funds obtained or available from other State-funded programs, including the ACA's Rural Economic Development Grant ("REDG"), cannot be used as matching funds.

#### 1.6. Eligible Project Costs

##### A. Costs eligible for reimbursement include, but are not limited to, costs for construction or reconstruction of the following:

- Public highways
- Rural roadways
- Turn lanes
- Acceleration/deceleration lanes
- Utility placement within the public right of way that is component of the overall public highway or rural roadway construction Project
- Curb and gutter and/or other drainage construction associated with the overall public highway or rural roadway construction Project

##### B. Costs ineligible for reimbursement or use as a match include but are not limited to:

- Costs incurred prior to the 18-month project period such as proposal preparation
- Routine maintenance and rehabilitation

- Landscaping
- Beautification
- Construction of areas not designated for vehicular traffic such as sidewalks
- Work performed on private property
- Signage for private companies
- Contingency fees
- Property purchases or easements
- Design and engineering
- Work done prior to the effective date of the executed Agreement
- Grant administration

### 1.7. Timeline

Applicants must be capable of executing the Agreement (the “Agreement”) with ADOT within ninety (90) days of being approved by the State Transportation Board. Further, see RFP Section 4.2.

Costs incurred prior to the effective date of the executed Agreement cannot be reimbursed. Accordingly, Applicants should plan Project construction timelines carefully and be sure to include the amount of time needed for agreement review and governing body approval that is customary in the relevant jurisdiction.

Further, the first request for reimbursement of eligible Project costs must be submitted no later than eight (8) months after the effective date of the executed Agreement.

### 1.8. Other Eligibility Criteria

- The Project must be administered by and through an eligible Applicant
- Upon completion of the Project, the grantee must, as applicable, approve and accept the Project and provide maintenance thereto
- Construction of the ESP portion of the Project must be accomplished according to the procurement laws, rules and regulations set forth by ADOT in the Agreement.
- An otherwise eligible Applicant with an outstanding REDG grant is eligible for an ESP grant provided that the REDG grant funds (i) are committed to improvements separate and distinct from those contemplated for the ESP grant as described in the Applicant’s Proposal and (ii) are not utilized as matching funds for the ESP grant.

### 1.9. Other Terms and Conditions of General Applicability

#### A. Changes to the Program

The ACA and ADOT reserve the right to terminate or modify the contents of the Program at their collective discretion.

#### B. Public Records

Because both the ACA and ADOT are subject to Arizona’s public records laws (A.R.S. §§ 39-101 *et seq.*), information submitted to either agency may be subject to disclosure in response to public records requests. However, the public records laws provide exceptions for business information that, if released, would undermine the Applicant's competitive position and for proprietary or trademark (or copyright) protected information. The public records laws also permit the agencies to redact (block out) personal information before documents are released. The agencies will attempt to preserve the confidentiality of information to the extent permitted by law, but cannot guarantee that such information will not be disclosed, and is not responsible for the consequences of any such disclosure. Additionally, the agencies specifically hereby reserve the right to use the following information in their respective marketing materials, including without limitation in press releases: (i) the name and type of a project, (ii) the name of a grantee, (iii) the projected economic impact of a Project including without limitation the number of jobs to be created and the extent of capital investment contemplated, (iv) the uses of an ESP award, and (v) the amount or other terms of an ESP award.

## 2. SPECIAL INSTRUCTIONS FOR PREPARING AND SUBMITTING PROPOSALS

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Proposals must be prepared according to the following instructions. Applicants are strongly encouraged to carefully read the entire RFP.

In the event of any conflict between ACA's Uniform Instructions for Solicitations and this Special Instructions for Preparing and Submitting Responses Section or the Evaluation and Acceptance Section, those Sections shall prevail. ACA's Uniform Instructions for Solicitations can be found at: <http://www.azcommerce.com/about-us/aca-policies>.

### 2.1. Proposal Submissions

All proposals must be submitted by email (or online file share with email notification) to Teri Orman, [terio@azcommerce.com](mailto:terio@azcommerce.com), by the ACA by the Submission Due Date and Time listed on the Notice of Request for Proposals on the first page hereof. **Late Proposals will not be considered.**

### 2.2. Applicant Questions

In the event of questions regarding this RFP, **the only person to contact directly is Teri Orman**, via email only, at [terio@azcommerce.com](mailto:terio@azcommerce.com).

ACA answers to questions will be responded to the requesting individual as they are received. Questions must be submitted in writing by the Questions Due Date listed in the Notice of Request for Proposals on the first page hereof. All Applicant questions will be collected and answers will be released in writing to all Applicants that requested the RFP. The ACA reserves the right to modify any answers supplied before the final response is released at or after the Questions & Answers Release Date listed in the Notice of Request for Proposals on the first page hereof. Questions must include the following information:

- RFP 2019-07
- Applicant's name
- Applicant's detailed question
- Reference to the RFP section or page number related to the question (if applicable)

The ACA cannot respond to inquiries regarding the evaluation status of a response submission or the pendency of grant awards.

### 2.3. Format

Proposals must be prepared in the following format:

- MS Word or Adobe PDF file (if multiple files are submitted, they should be assigned a numerical order by file name)
- Conventional, non-cursive font, 10-12 pt.
- Single-spaced
- Letter-sized (8.5" x 11")
- One (1) inch margins
- Clearly marked sections (header or cover page)

Where page limits are specified, any information provided in excess of limit will not be considered as part of the Proposal and will not be evaluated.

### 2.4. Proposal Contents and Organization

Proposals must include the documents and sections described below. No other documents or sections will be considered. Failure to provide all the required documents and sections may result in rejection of a Proposal. The documents and sections must be provided in the order listed below.

#### A. Cover Letter (optional)

The cover letter is limited to one (1) page (single-spaced).

#### B. Grant Proposal Form (required)

The Grant Proposal Form set forth in RFP Section 6 must be completed and included within the Proposal.

### C. Project Narrative (required)

The Project Narrative section of a Proposal must not exceed eight (8) pages (single-spaced) and must include the sections described below in the order indicated. Applicants are strongly encouraged in their Proposals to be clear, concise and to the point.

#### 1. Project Description and Timeline Improvements

Project Narratives must include a “Project Description and Timeline – Improvements” section which provides a detailed description of the Project including the following:

- The nature of the highway or roadway improvements
- The anticipated economic development benefit achieved by construction of such improvements
- The party or parties that will perform the construction or reconstruction (if known)
- The intended uses of the ESP funds in respect to the construction or reconstruction
- The specific information required under Section 1.4 (to the extent relevant)
- A timeline for completion of the improvements

The Project description should also describe the amount of the cash “match” contribution to be provided including the following:

- The timing of such match
- The intended use(s) of the match
- The identity of any sources other than the Applicant responsible for such match or portions thereof
- The nature of the commitment by the Applicant or other parties to deliver the match including whether such commitment is in writing and binding in all circumstances.

If a description of at least a ten percent (10%) cash match contribution is not reflected, the Proposal will be deemed incomplete and excluded from consideration.

NOTE: The cash match percentage is determined by the ratio of the actual cash match contribution to the *total* reimbursement-eligible costs.

This section must also explain the circumstances as to why, in the absence of ESP funding, the proposed Project would not proceed within the same time frame or would not otherwise be as effective in advancing the objectives of the Program, including a description of the efforts to obtain funding for the Project from other sources and the status thereof.

#### 2. Project Description and Timeline – Development Matters (required)

Project Narratives must include a “Project Description and Timeline –Development Matters” section which must contain a detailed description of any and all development that is intended to be benefited by the proposed highway or roadway improvements, including, as applicable, a timeline for the Project.

This section should also identify, to the extent known:

- The business(es) or types of business(es) located, or that will locate, at or near the development(s) and will directly or indirectly benefit from the improvements
- Whether such business(es) exports or will export goods and hence whether any such business constitutes a base industry<sup>3</sup>
- The extent of the capital investment anticipated to be expended by each such business within one (1) year and within three (3) years of the completion of the improvements or the commencement of the business (as the case may be) which, if possible, should be certified by the owner of such business
- The number of jobs anticipated for retention or creation by each such business within one (1) year and within three (3) years of the completion of the improvements or the commencement of the business (as the case may be) including the estimated wages payable and the benefits to be provided which, if possible, should be certified by the owner of such business.

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<sup>3</sup> As noted, “base industry” businesses exclude retail, tourism, hospitality and entertainment-oriented businesses.

The Proposal must set forth anticipated capital investment and jobs creation (or retention) information in this section even if the Applicant is unable to identify specific businesses that will incur the investment and create the jobs. If the capital investment and job information are not supported by certifications by businesses intending to locate at the development(s) benefited by the improvements, the Applicant must indicate the basis for the investment and job investment projections.

In addressing the foregoing matters, Applicants should note the following general considerations: (i) an Applicant must furnish at least some information regarding the private sector job creation and capital investment that is projected to occur as a result of the improvements in order that that the Project can be evaluated and compared with other Proposals and the basis used to arrive at those projections; (ii) an Applicant is not required to obtain certifications from businesses regarding the amount of job creation and capital investment that each business projects, but such certifications can be helpful and (iii) as a general matter, the more information and the more detailed the information that is furnished by an Applicant regarding the private sector job creation and capital investment and that is projected to occur as a result of the improvements, the better.

Applicants seeking funding for Projects in which job *retention* is the principal motivation must provide written documentation demonstrating the potential loss of existing jobs as a result of the relevant employer's bona fide threat to leave the State.

3. Other Project Outcomes (optional)

Project Narratives must also include an "Other Project Outcomes" section which includes a description of any intended Project outcomes not described in other sections. The outcomes should be described in terms of how the Project will support or enhance private sector job creation (or retention) and capital investment.

D. Project Budget (required)

The Project Budget section must include a line-item budget for the Project and the proposed uses of both (i) the funds sought and (ii) the cash match committed to the Project by the Applicant or other parties. This section should identify all line items for which reimbursement is sought and also identify the source of funding for all pending Project costs that are ineligible for funding by the ESP and the nature of the commitments therefor.

A sample Project Budget is provided in RFP Section 5.

E. Documentation of Commitments (required)

In this section, Applicants should submit documentation reflecting statements of commitments for any of the following: (i) cash match funds, (ii) capital investment, (iii) job creation/retention and (iv) resolutions to approve and maintain the Project. For example: (a) if a private company is providing matching funds, the Applicant must provide a Letter of Commitment/Intent from the company attesting to its commitment and (b) if a government entity has passed a resolution to approve, accept, and maintain the Project, the Applicant should provide a copy of the resolution. This section should also include any evidence of private investment as referenced in RFP Section 1.4(B).

F. Aerial Image or Map of Site and Surrounding Area (required)

Proposals must include an aerial image or map of the site and surrounding area. Affected businesses and infrastructure must be clearly marked.

G. Letters of Support (optional)

Letters of support of the proposal may be submitted, up to a maximum of six (6) letters, each no longer than two (2) pages (single-spaced). The letters may be written by members of local business, community, and elected leadership, and attest to the merits of, and anticipated benefits provided by, the Project.



### 3. EVALUATION OF PROPOSALS

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#### 3.1. Proposal Review Process

The ACA will conduct an initial eligibility screening of all submitted Proposals after which a list of eligible Proposals will be provided to the RBDAC for review and a recommended priority ranking based on applicable evaluation criteria. RBDAC's recommended priority ranking will then be transmitted to ADOT which will be responsible for the final selection of ESP grantees. See A.R.S. § 28-7286(A).

There is no guarantee of funding for Proposals that satisfy all eligibility standards.

The ACA may, at its discretion, waive informalities and minor irregularities in Proposals. However, Proposals that, in the ACA's judgment, contain material omissions of Proposal requirements set forth herein will be precluded from consideration for funding.

At any point during the review process, ACA staff may, at its discretion, communicate with an Applicant about the Applicant's Proposal. Such communications may include, but are not limited to, requests for clarification of information or additional information, or negotiations relating to any prospective terms of an ESP award.

#### 3.2. Evaluation Criteria

Final recommendation and ranking of proposals for funding will be based on the following evaluation criteria:

- The cost of the Project;
- The number of jobs that the Project will cause to be created;
- The nature and amount of capital investment or other contribution to the economy of the State as a result of the Project;
- The likelihood that benefits resulting from the Project will exceed the costs of the Project;
- The amount and percentage of funding for the Project that will come from a source other than the Program;
- The amount of expenditures required for the Project;
- The magnitude of the Project and its relative value to the State as compared to other proposed Projects;
- The extent to which the Project would contribute to achieving an equitable distribution of monies and Projects among the various regions of the State and throughout the State as a whole; and
- The schedule for completion of the Project.

#### 4. AWARD ADMINISTRATION INFORMATION

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##### 4.1. Notice of Award

As noted, ADOT is responsible for the final decision regarding Projects selected for Program grants after receipt of the recommended priority ranking from the ACA. See RFP Sections 1.1 and 3.1 and A.R.S §§ 41-1505(E) and 28-7286(A). ADOT will formally communicate its decision regarding Projects selected for Program grants by transmitting to each relevant Project Proposal Applicant with a “Notice of Award” upon approval by the Arizona State Transportation Board.

##### 4.2. Grant Agreement

The Agreement will be executed between ADOT and each recipient of a Notice of Award within 90-days of receipt of award notice from ADOT. An extension may be granted by ADOT for extenuating circumstances.

ADOT will draft and send the Agreement to the selected Applicant(s). The Agreement will specify the responsibilities of each party and the scope of work and the grant recipient must submit the Agreement to its jurisdiction’s attorney for review prior to presentation to the governing body (such as the relevant City Council or Board of Supervisors). The governing body must take appropriate action to approve the Agreement. Evidence of approval, such as an ordinance or a resolution, as well as attorney review documentation must be returned to ADOT with the signed Agreement. ADOT will sign the Agreement at which time the Agreement will become effective.

Consistent with Section 1.6(B), ESP funds may be used only for reimbursement of costs for highway or roadway construction or reconstruction occurring *after* the Agreement is effective. Therefore, Applicants are encouraged not to procure, contract for, or otherwise incur costs prior to entering into the Agreement unless such costs will be paid independent of ESP funds.

Eligible costs must be incurred during the eighteen (18) month period following the effective date of the Agreement.

##### 4.3. Progress/Annual Reports

For a period of eighteen (18) months from the effective date of the executed Agreement, each grantee of ESP funding (a “Grantee”) is required to provide a quarterly activity report to ADOT that sets forth updates on performance measures outlined in the Grantee’s Proposal. These reports are due to ADOT not later than twenty (20) calendar days after the close of each calendar quarter. The Grantee is required to use the forms provided by ADOT to submit these quarterly activity reports. The reports must contain all information as deemed necessary by ADOT. ADOT will track project outcomes relative to goals based on these activity reports.

The quarterly statements will contain, but are not limited to, the following items:

- An overall description of the status of the Project
- The construction progress made up to and including the current quarter, including costs expended to date on the Project
- A current timeline addressing the work remaining to complete the Project
- The name of the construction contractor and a copy of the pricing and signature pages of the contract, if not provided in previous statements
- A breakdown reflecting private sector development generated by the project to date, including information relating to job creation (including wage levels and healthcare benefits) and capital investment
- Any other benefits resulting from the project to date

For a period of 36-months after Project completion, an annual outcome report will also be required. This report will include but, not be limited to, information similar to that provided in the quarterly progress reports exclusive of construction matters and shall be reported to both ACA and ADOT.

**4.4. Site Visits**

ADOT may conduct one or more site visits during or after Project construction. Grantees must provide site access to ADOT in any such case.

**4.5. Financial Reimbursement**

Grantees will be paid on a cost-reimbursement basis; i.e., ADOT will reimburse the Grantee for Project costs previously paid by the Grantee.

Reimbursement requests must be submitted by the Grantee to ADOT no more frequently than monthly and no less frequently than quarterly. Reimbursement requests are encouraged to be made in conjunction with quarterly reporting as described in Section 4.3. Requests must be made on forms provided by ADOT and must include all information and attachments required by such forms, including but not limited to copies of invoices paid and evidence of payment. Subcontractor invoices to the general contractor managing the Project may be required to demonstrate that reimbursement is being requested only for qualifying Project costs, as determined under Section 1.5.

As noted, the first request for reimbursement of eligible project costs must be submitted to ADOT no later than eight (8) months after the effective date of the Agreement.

**4.6. Fiscal Responsibility**

It is understood and agreed that the total amount of ESP funds identified in the Agreement will be used for the Project as outlined in the Grantee's Proposal. Therefore, should the Project not be completed, be only partially completed or be completed at a cost lower than the original Project Budget, the amount reimbursed to the Grantee will be only for the amount of approved funds actually spent by the Grantee. For any funds received under the executed Agreement for which expenditure is disallowed by an audit exception by the State, the Grantee is required to reimburse said funds to ADOT within (fifteen) 15 business days.

**4.7. Grantee Compliance with Administration Requirements**

Notwithstanding any other provision described herein, a Grantee's failure to (i) submit required reports when due, (ii) to provide access to ADOT for inspection of a Project site, or (iii) to perform any other material ESP obligation will result in withholding of payment under the Agreement or other sanction (including liability for repayment of ESP funds and/or restrictions on eligibility for future ESP funding) unless such failure is demonstrated to have arisen due to causes beyond the control and without the fault or negligence of the Grantee.



**5. SAMPLE BUDGET FOR PROPOSALS**

Applicants are not required to submit their budgets in the format below. However, Proposal budgets must reflect each of the budget items identified in the sample budget below.

**ESP Sample Budget**

Applicant:

Costs	Budget
<b>Eligible ESP Project Costs</b>	
[list line items]	\$[TBD]
<i>Total Eligible ESP Project Costs</i>	<i>\$[TBD]</i>
<b>Costs Ineligible for ESP Reimbursement</b>	
[list line items]	\$[TBD]
<i>Total costs Ineligible for ESP Reimbursement</i>	<i>\$[TBD]</i>
<b>Total Project Costs</b>	<b>\$[TBD]</b>

Funding	Budget
<b>ESP Funds Requested for Cost Reimbursement</b>	<b>\$[TBD]</b>
<b>Cash Match Contributions</b>	
[list cash match sources]	\$[TBD]
<i>Total Cash Match Contributions</i>	<i>\$[TBD]</i>
<i>Match Percentage of Total Eligible ESP Project Costs</i>	<i>[TBD]%</i>
<b>Other Funding for Costs ineligible for ESP Reimbursement</b>	
[list other funding sources]	\$[TBD]
	\$[TBD]
<i>Total Funding for Ineligible Costs</i>	<i>\$[TBD]</i>
<b>Total Project Funding</b>	<b>\$[TBD]</b>

## 6. ESP APPLICATION FORM

The ESP Application Form is provided in electronic format on the following page. Applicants are required to complete all fields, print, sign in ink, and include the original signed form with their Proposal submission.

### Economic Strength Projects (ESP) Grant Application Form

Applicant Information	
Entity Name	
Entity Type	<input type="checkbox"/> Arizona incorporated city or town with population less than 150,000 and not contiguous with or situated within a Metro Area
	<input type="checkbox"/> Arizona county with a population less than 750,000
	<input type="checkbox"/> Federally recognized Indian tribe situated in Arizona
FEIN	
Mailing Address	
Website Address	
<b>Proposal Contact:</b> The contact person for clarifications and communications regarding the Proposal.	
Name	
Organization	
Title	
Mailing Address	
Phone Number	
Email Address	
<b>Co-Sponsor:</b> The person authorized to sign the Agreement and any amendments on behalf of the Applicant in the absence of the principal authorized signatory named above.	
Name	
Organization	
Title	
Mailing Address	
Phone Number	
Email Address	



**PROJECT INFORMATION**

Project Name	
Brief Description of Project	
Name(s) and NAICS Code(s) of Direct Private Beneficiary(ies)	
Name(s) and NAICS Code(s) of Indirect Private Beneficiary(ies)	

**Project Budget**

Total Reimbursement-Eligible Project Costs	
Total Reimbursement-Ineligible Project Costs	
Total Project Costs	
Amount of ESP Funds Requested	
Total Cash Match Contributions for Eligible Costs	
Match Percent of <u>Total</u> Reimbursement-Eligible Costs	
Total Funding for Reimbursement-Ineligible Costs	
Total Project Funding	

**Projected Project Outcomes (within 36 months after Project completion)**

Number of New Jobs	
Average Wages	
New Payroll	
Percentage of Employer-Provided Healthcare Costs	
Capital Investment	

**AFFIRMATION**

As the authorized representative of the applicant, I certify under penalty of perjury that the information contained herein and attached hereto is true and correct according to best of my knowledge and belief after a reasonable investigation of the facts.

**Authorized Representative**

Signature	
Printed Name	
Title	
Date	

**Co-sponsor (if applicable)**

Signature	
Printed Name	
Title	
Date	