

2016 CEDS Final Application Submission Guidelines

Due Friday April 22, 2016 by 5 p.m.

Email to bnajpauer@mceddme.org

Final Application Threshold Criteria

To be eligible to submit a final 2016 CEDS Application you must meet the following criteria:

1. **Submit a preliminary application on the designated e-application form by the prescribed application deadline.**
2. **The CEDS Review Committee invites you to submit a final CEDS Application.**
3. **The municipality where the proposed CEDS project will occur is a current Member of MCEDD**
4. **Submit a Final Application by the prescribed application deadline.**

General Application Guidelines

In the preliminary application we asked you to very generally describe how your project could potentially improve the region's economy. **In the final' proposal it is important that you specially describe how your project addresses the various elements below.** Provide a narrative which describes how your proposal addresses the following nine categories. The point value for each category is listed. Be specific about how you reach your conclusions, and how the project supports the identified principles and priorities. Not all categories may be applicable to every project. The narrative should not exceed 20-pages.

Narrative Submission Requirements

1. Mobilize Midcoast Maine Goals (10 points)

Describe how and why your project will move the region toward achieving the goals adopted by Mobilize Midcoast Maine.

2. Asset Leverage (10 Points)

Describe what assets in the region this project will enhance and build upon. Identify the business sector or cluster this project addresses. Indicate how and when this project stimulate further economic growth in the region.

3. Action Teams (10 points)

Describe how your project will support the focus and work of Mobilize Maine Action Teams.

4. Collaboration (10 Points)

Identify key people and organizations who will lend their expertise to meeting the projects objectives. Describe how your collaborations will leverage sustainable, meaningful economic improvement.

5. Funding (10 Points)

List sources of private and public investment that will be leveraged to fund this project. Describe any constraints attached to these public or private investments. Indicate the expected return on investment.

6. Workforce Development (10 Points)

Indicate the type and the number of jobs created and/or retained by this project, including both direct and indirect jobs. Identify if these jobs are temporary and/or construction jobs or permanent jobs. Discuss type, wage and benefits for these jobs created/retained. Identify any workforce development programs that will be utilized in the training or hiring of the workforce for this project. Indicate the cost per job for the project and the wage scales of the jobs being created.

7. Time Line (10 Points)

Present a clear timeline for the project, explaining current research, planning, design and engineering status of the project. Indicate what portion of the project will be completed within the next year.

8. Market (10 points)

Describe the current or anticipated market demand for this project and how the market has been identified.

9. Self-Evaluation (10 Points)

Describe the measurable outcomes of this project and how will it be measured. Discuss any potential difficulties in achieving success.