

Grant Packet Cover Letter

Date: 4/8/2019

To: Yamhill County Board of Commissioners

Regarding: Request for approval of the proposed Yamhill County Economic Development Community Grant Program

I would like to request approval of the attached proposal and accompanying program documents for the Yamhill County Economic Development Community Grant program. By approving the proposed program and attached documents, you are approving the following items:

- Adoption of the three proposed grant programs as outlined in the attached proposal
- Allocation of the 2019-2020 grant funds of \$260,000 as follows
 - Two \$25,000 Start-up Grants - \$50,000 total
 - 1/3 balance to the Small Grants - \$70,000 total
 - 2/3 balance to the Strategic Investment Fund (SIF) Grant - \$140,000 total
- Alignment of the grant program with the county budget cycle and an open-and-close period for grant applicants
- Approving the list of recommended committee members for the Grants Review Committee and adopting the process of committee review
- Grant criteria and document process for applicants

Thank you for your commitment to creating an accessible and robust grant program in Yamhill County. I appreciate your commitment to this program.

Respectfully submitted by,



Abisha Stone

Yamhill County BRE Manager
SEDCOR

B.O. 19-110



Yamhill County
Board of Commissioners' Office
535 NE Fifth Street, McMinnville, OR 97128

Yamhill County Economic Development Grant Programs

Purpose: The Yamhill County Economic Development Grants program supports innovation and sustainable growth through strategic investments and partnerships in economic development initiatives and projects that create or retain jobs, generate increased economic activity, and improve the economic and social livability and vitality of local communities.

Grant Programs: Small Grants – up to \$10,000
Start-up Grants - \$25,000
Strategic Investment Fund – up to \$100,000

Match Requirement: None required. Applicants are encouraged to demonstrate community commitment and support through matching cash, volunteer time, and/or in-kind donations.

Eligibility: Qualified applicants must be located within Yamhill County, and may include:

- Small businesses in good standing
- Nonprofits having a 501(c)(3) status with the IRS
- Nonprofits having a 501(c)(6) status with the IRS
- Educational institutions
- Local governments (city or township, special districts)

Project Period: Projects must be completed within 12 months of the contract start date. Costs incurred prior to the contract start date will not be eligible.

Eligible Projects: Projects must be located in Yamhill County and have economic development significance, including, but not limited to: job creation and retention; business retention, relocation, or expansion; increased private investment; advancing innovation; enhancing manufacturing capacities; providing workforce development opportunities.

Eligible Expenses: The following types of expenses will be considered:

- Acquisition
- Capacity building
- Construction
- Equipment purchases
- Market research
- Technical assistance
- Workforce training programs

Ineligible Expenses: The following types of expenses will not be considered:

- Debt retirement
- Events that do not have a direct economic benefit
- Funding for political activities
- Funding for faith-based organizations for the purposes of worship or instruction
- Indirect or overhead costs
- Individuals or organizations that unfairly discriminate based on race, ethnic origin, sex, creed or religion, in policy or practice
- Pass-through funding to other individuals or organizations
- Professional services
- Support for on-going programs
- Travel expenses

Application

Due Date: Applications for the Small Grant and Strategic Investment Grant programs must be received by **June 30, 2019**. Applications for the Start-up Grant program may be submitted May 1, 2019 through December 31, 2019.

Application Requirements:

Applications can be obtained in-person at the Board of Commissioners' Office located at 434 NE Evans Street, McMinnville, OR 97128. Applications are also available online at: www.co.yamhill.or.us/economicdevelopmentgrants. Qualified proposals must include an Application Form and any additional supplemental documents identified on that form.

Applications may be submitted via email to martinc@co.yamhill.or.us; by mail to Carrie Martin, 535 NE Fifth Street, McMinnville, OR 97128; or in person to 434 NE Evans Street, McMinnville, OR 97128.

Award Notification: Awardees will be notified in August 2019.

For questions and more information, please contact Carrie Martin, Yamhill County Grants & Special Projects Manager at 503-474-4991 or martinc@co.yamhill.or.us.

Accepted by Yamhill County
Board of Commissioners on
4/11/19 by Board Order
19-110