

COMMUNITY/ORGANIZATION APPLICANT CHECKLIST

Community Enhancement Fund

- Community Enhancement Fund Application Form *(please type)*
- Narrative Response to Questions *(please type)*
- List of board and/or committee members and staff *(please type)*

Applications Reviewed Quarterly

Applications are reviewed quarterly and awards made within 45 days of the due date. Applications and supporting materials must be received by 3:00 pm on the following due dates:

January 31, 2011
March 31, 2011
June 30, 2011
October 31, 2011

Applications may be mailed or hand-delivered to:

Goshen County Economic Development Corporation
PO Box 580
117 West 22nd Avenue
Torrington, WY 82240

Office hours are 8:00 am to 4:00 pm, Monday through Thursday or by appointment. For more information, please call 307-532-5162.

PROGRESS PROGRAM – Community Enhancement Fund

GCEDC -- PO Box 580
Torrington, WY 82240
(307) 532-5162

(Please type)

APPLICATION FORM			
Legal Applicant			
Federal Tax ID		FOR INTERNAL USE ONLY	
Address		Project ID#	
City/State/Zip		Date application received	
Phone/Fax		Date approved	
Contact Person		Amount approved	
Email		Date payment mailed	
USE OF FUNDS (check <u>one</u>)		Eligible Categories (check all that apply)	
<input type="checkbox"/> Capital Improvements (land, building, equipment) <input type="checkbox"/> Marketing <input type="checkbox"/> Operating Expenses <input type="checkbox"/> Annual Events & Programs <input type="checkbox"/> Special Events & Programs <input type="checkbox"/> Cultural/Social/Ethnic <input type="checkbox"/> Other _____		<input type="checkbox"/> Community Development <input type="checkbox"/> Cultural <input type="checkbox"/> Educational <input type="checkbox"/> Health/Fitness <input type="checkbox"/> Historic Preservation/Interpretation <input type="checkbox"/> Job Creation <input type="checkbox"/> Recreation <input type="checkbox"/> Workforce Development	
Use of funding (specifically):			
PROPOSED FUNDING AND SOURCES			
1. Funding Request from Progress Program		\$	
MATCHING FUNDS			
2. Cash Donations		\$	
3. In-Kind Donations		\$	
OTHER GRANTS			
4. Local (within Goshen County)		\$	
5. Other (outside Goshen County)		\$	
6. Other (describe)		\$	
7. TOTAL MATCHING FUNDS (add lines 2 - 6)		\$	
8. TOTAL PROJECT COSTS (add lines 1 & 7)		\$	
APPLICANT CERTIFIES he/she is duly authorized to verify the foregoing application, can provide proof of matching funds, and to the best of his/her knowledge and belief, the data in this application is true and correct.			
AUTHORIZED SIGNATURE _____			Date _____
NAME		TITLE	



COMMUNITY ENHANCEMENT FUND – APPLICATION GUIDELINES

Purpose

In 2006, the voters of Goshen County approved an optional quarter-cent sales tax for economic development. The proceeds of this tax are distributed to Goshen County Economic Development Corporation to foster economic and community development by investing in projects that lead to job growth. Previously approved sales tax funds for economic development were used to provide grants and matching funds, infrastructure improvements, and marketing.

In November 2010, Goshen County voters renewed the economic development sales tax, providing more resources for communities throughout Goshen County. Goshen County Economic Development Corporation is pleased to introduce a new **Community Enhancement Fund** to assist communities and nonprofit organizations working to create, improve and strengthen the quality of life by promoting and enhancing job development through cultural, historical, recreational, education, health/fitness and social/ethnic activities in Goshen County.

Please read and consider carefully the instructions for applying for Community Enhancement Funds.

Eligibility

1. Applications will be accepted from communities and organizations serving Goshen County.
2. **Community Enhancement Funds will support activities that improve the quality of life in Goshen County, that makes the area more attractive to business development and job growth.**
3. Generally funds shall be used for:
 - a. Capital improvements (i.e. land, buildings, equipment)
 - b. Programs, annual events, special events
 - c. Operating expenses
 - d. Marketing, community development, job creation

Ineligible Uses

No project shall be financed from this fund which will allow it to unfairly compete with existing projects or organizations (non-profit or for profit). Restructuring existing debt generally will not be considered. No project shall be funded that violates any local, state or federal laws or regulations.



Funds Available

For 2011, Goshen County Economic Development Corporation has allocated \$20,000 for distribution. Awards will typically range from \$1,000 to \$5,000 per project. Projects may receive less funding than the amount requested in the application. Funds are subject to availability of funds at the time of grant distribution. A fifty percent (50%) cash match by the applicant is preferred.

Application Requirements

Applicants must complete the **Community Enhancement Fund Application Form** and **Narrative Questions**. A list of board and/or committee members and staff for this project should also be attached to the application.

Questions regarding the application should be directed to Lisa Johnson, Executive Director, Goshen County Economic Development Corporation via phone 307-532-5162, email progress@goshenwyo.com or US Mail: PO Box 580, Torrington, WY 82240.

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Evaluation

All financial awards are based on scoring criteria designed to provide a fair and equitable evaluation for all projects based on merit and benefits provided to local communities. Goshen County Economic Development Corporation may appoint a Grant Review Committee representing the board of directors and general membership. The Committee may select applicants to interview.

Approved 1/6/11

