



APPLICATION FOR ECONOMIC DEVELOPMENT GRANTS

The **Oregon Investment Board (OIB)** is responsible for the administration of the Columbia River Gorge Economic Development Program within the Oregon geography of the Columbia River Gorge National Scenic Area (NSA) in Multnomah, Hood River, and Wasco counties. The program includes opportunities for both loans and grants to strengthen and diversify the Columbia River Gorge economy.

Application Process

Applications for grants are available from the Mid-Columbia Economic Development District (MCEDD) and online at www.mcedd.org/oib.htm. Funding awards will be based on application information.

1. Contact MCEDD staff to discuss whether the proposal fits OIB criteria.
2. Submit the OIB Project Proposal Form (Pages 3-8) and Columbia River Gorge Commission Certification Form (Pages 9-10) to MCEDD. Please complete and sign both forms, then email to loanmanager@mcedd.org and mail one hard copy to the following address:
Mid-Columbia Economic Development District
802 Chenoweth Loop Road
The Dalles, OR 97058
3. MCEDD reviews all applications to determine whether OIB eligibility requirements have been met (see Mandatory Criteria and Plan Goals below).
4. Completed applications are presented to the OIB Board at the next regular meeting for preliminary board review. The OIB meets on the third Wednesday of each month. Applications received by the third Wednesday of the month are reviewed at the next regular meeting.
5. Applications given preliminary approval are forwarded to the Columbia River Gorge Commission to determine if the project complies with the purposes of the National Scenic Area Act, Management Plan, and land use ordinances. If certified, the application will return to the OIB for final approval.
6. Applicants receiving final approval will be asked to sign a contract that includes performance standards and requirements for reports.
7. Applicants can expect a final decision approximately six weeks after submitting an application.

COLUMBIA RIVER GORGE NATIONAL SCENIC AREA ECONOMIC DEVELOPMENT PROGRAM

Prior to applying for funding, please review the Mandatory Criteria and Plan Goals noted below.

Mandatory Criteria (required for project eligibility):

- Projects are within the Oregon geographic boundary of the National Scenic Area.
- Funds must not be used for moving business from one area to another.
- Projects must comply with the National Scenic Area Act and county land use ordinances.
- Funds cannot be used for program administration, such as funding of staff or related expenses unless the expenses demonstrably contribute to the outcome of the grant or loan.

Plan Goals (one or more required for project eligibility):

- Expand and diversify the economy
- Create and retain jobs, especially family wage jobs
- Increase the region's tax base
- Provide support for adequate public infrastructure

Contact Information

Loan Fund Manager, loanmanager@mcedd.org
Phone: (541) 296-2266
Fax: (541) 296-3283
Website: <http://www.mcedd.org/oib.htm>

OREGON INVESTMENT BOARD GRANT PROJECT PROPOSAL FORM

C/O Mid-Columbia Economic Development District (MCEDD)
802 Chenoweth Loop Road
The Dalles, Oregon 97058
Email: loanmanager@mcedd.org

Applicants are encouraged to read the summary information, together with the review criteria noted on Page 1-2, prior to applying for funding. **Funding awards will be based on application information.**

Project Name: _____

OIB (Scenic Act Economic Development Program Funds) Requested Amount \$ _____

I. APPLICANT INFORMATION

Name: _____

Organization Name: _____

Type of Organization: _____

Address/Zip code: _____

Federal EIN (if applicable): _____

Project Contact Person: _____

Phone: _____

Fax: _____

E-Mail: _____

II. PROJECT DESCRIPTION – Please answer each question.

Description of project to be funded:

Project Location: _____

III. PROJECT OWNER INFORMATION

Management: List management, proprietors, officers, or partners.

<u>Name</u>	<u>Title</u>	<u>Address</u>

**Enclose key management resume(s)*

IV. PROJECTED COSTS AND FUNDING

Projected Costs: In the table below, please list your project expenses and sources of income, including the OIB funding request amount. In addition, please show the total cost of the project and total income.

Expenses	Amount
Total Expenses:	
Income Sources	Amount
Oregon Investment Board	
Total Income:	

What specific activities will the Oregon Investment Board grant fund?

V. PROJECT PROCESS AND TIMELINE

When will Oregon Investment Board funds be needed?

Are activities still required before the project can proceed, or are there any other unique characteristics of the project?

What is the implementation plan and project timeline for the project?

When is the project expected to be complete? _____

How will you measure the success of this project? (i.e. create four family wage jobs; bring a new product to market that will add value to locally produced agriculture products, etc.)

How much of this project will have an impact on development in the National Scenic Area?

VI. GOALS

Projects submitted for funding will be evaluated based on the following 10 goals. If you answer yes to a goal please expand.

Goal	Yes/No
<p>1) Creates jobs, emphasizing family wage jobs <i>Project increases local employment. Project could increase median income/wages.</i> If yes, how?</p>	_____
<p>2) Focuses on workforce training and development <i>Project provides or enhances education and training programs for existing businesses as well as new industries targeted for recruitment.</i> If yes, how?</p>	_____
<p>3) Expands the economy <i>Project helps to expand the region’s traditional economic base.</i> If yes, how?</p>	_____
<p>4) Diversifies the economy <i>Project helps to diversify the region’s traditional economic base such as tourism, light industrial industries, and projects that are environmentally compatible and consistent with the goals of the NSA.</i> If yes, how?</p>	_____
<p>5) Increases the regions tax base <i>Project aids in the construction or purchase of assets that will be added to the property tax base.</i> If yes, how?</p>	_____

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6) Sells area's products outside the region _____
Project assists with marketing and promotion of the region's products and services outside the local market area.

If yes, how?

7) Adds value to region's products _____
Project increases the potential for adding value to the region's traditional resource-based industries (agriculture and forest products).

If yes, how?

8) Helps develop new products _____
Project helps develop and promote new value-added enterprises and products that increase local employment and incomes.

If yes, how?

9) Provides support for adequate public infrastructure _____
Project provides the gap financing necessary to complete required planning projects or construct public infrastructure.

If yes, how?

10) Leverages use of available resources _____
(a) Leverages use of available funds
Project provides the needed matching funds to leverage other grants and loans as the final financing piece.

If yes, how?

(b) Provides internal resources _____
Project offers in-kind time and the use of internal resources to insure project success.

If yes, how?

VII. APPLICATION NECESSARY ATTACHMENTS

Attachments are to be sent with OIB Project Proposal Form as part of OIB Application Packet.

- Resume(s) of key project management.
- Copy of licenses, permits, etc. from any governmental agency, or any other agency, this project requires. (Originals may be requested by the Columbia River Gorge Commission at the time the Oregon Investment Board gives preliminary approval for the project.)

Applicant Signature: _____

Date: _____

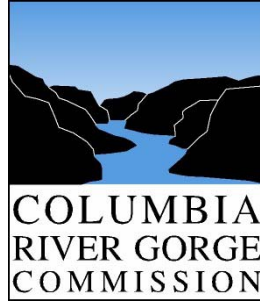
Please send completed OIB Application by email to loanmanager@mcedd.org. Please mail one hard copy to:

**Mid-Columbia Economic Development District
802 Chenoweth Loop Road
The Dalles, Oregon 97058**

Completed Application Checklist

The following is required to complete your application:

- Project Proposal Form completed and signed. Include necessary attachments.**
- Columbia River Gorge Commission Certification application completed and signed (begins on the next page).**
- Copies of local, state, and federal permits or application materials if the permit has not yet been received (if applicable).**
- Copy of a Scenic Area land use ordinance decision or letter stating why review is not necessary (for projects outside urban area boundaries only).**



COLUMBIA RIVER GORGE COMMISSION ECONOMIC DEVELOPMENT GRANT/LOAN CERTIFICATION APPLICATION

The Columbia River Gorge National Scenic Area Act created a fund to provide grants and loans for economic development in the Gorge. Each state administers its portion of the fund and determines what projects are eligible for grants and loans. The Columbia River Gorge Commission certifies that activities supported by Scenic Area grants and loans are consistent with the purposes of the Scenic Area Act, the Management Plan, and applicable county Scenic Area land use ordinances. See Commission Rule 350-120 for more information.

Applicant information:

Business or Organization: _____
Applicant name: _____
Contact name (if different): _____
Mailing address: _____
Phone number(s): _____
Email: _____

Landowner information (if different):

Property owner: _____
Mailing address: _____
Phone number & email: _____

Project Location: Please list the location, or locations, where your project will be located.

Township: _____ Range: _____ Section: _____ Tax Lot(s): _____
Parcel Address: _____
Existing use of parcel: _____

Existing structure Proposed new structure Addition/remodel

COLUMBIA RIVER GORGE NATIONAL SCENIC AREA ECONOMIC DEVELOPMENT PROGRAM

Project Summary: Briefly describe your proposed project and the proposed use of Scenic Area funds. Include information on any new construction if applicable. You may also attach a more detailed project description unless this is already included in the OIB Project Proposal application materials.

Scenic Area Information: Please describe how your project protects or enhances scenic, cultural, natural, or recreation resources in the Scenic Area or how your project supports the economy of the Gorge.

Other Agency Permits: If your project requires any local state or federal permits please list these along with their status. (Please attach copies of all permits or application materials for pending permits.)

If the applicant does not own the property on which the proposed project is to be located, the property owner(s) signature is required.

Signature of the property owner(s) indicates that the property owner(s) is/are aware that an application is being made on the subject property.

Signature of the property owner(s) also authorizes the Gorge Commission or the Commission’s designee(s) reasonable access to the site in order to evaluate the application.

Applicant Signature Date

Property Owner(s) Signature Date

Property Owner(s) Signature Date

For additional information about the certification by the Columbia River Gorge Commission, please call the Gorge Commission office at 509-493-3323.