

## Round 3: Application Form

# Local Government Innovation Fund

Step One: Fill out this Application Form in its entirety.

Step Two: Fill out the online submission form and submit your application materials. All supplemental application materials should be combined into one file for submission.

### LGIF: Applicant Profile

<b>Lead Applicant</b>	
<b>Project Name</b>	
<b>Type of Request</b>	
<b>Funding Request</b>	
<b>JobsOhio Region</b>	
<b>Number of Collaborative Partners</b>	

### Office of Redevelopment

**Website:** <http://development.ohio.gov/Urban/LGIF.htm>

**Email:** [LGIF@development.ohio.gov](mailto:LGIF@development.ohio.gov)

**Phone:** 614 | 995 2292

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

Lead Applicant				
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
City, Township or Village			Population (2010)	
County			Population (2010)	
Did the lead applicant provide a resolution of support?		Yes (Attached)	No (In Process)	

Project Contact				
Complete the section below with information for the individual to be contacted on matters involving this application.				
	Project Contact		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	

Fiscal Officer				
Complete the section below with information for the entity and individual serving as the fiscal agent for the project.				
	Fiscal Officer		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	
Is your organization registered in OAKS as a vendor?		Yes	No	

Section 1  
Contacts

Lead Applicant		<b>Round 3</b>	
Project Name		Type of	

<b>Single Applicant</b>		
Is your organization applying as a single entity?	Yes	No
Participating Entity: (1 point) for single applicants		

<b>Collaborative Partners</b>		
Does the proposal involve other entities acting as collaborative partners?	Yes	No
<p>Applicants applying with a collaborative partner are required to show proof of the partnership with a partnership agreement signed by each partner and resolutions of support from the governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. Include these documents in the supporting documents section of the application.</p> <p>In the section below, applicants are required to identify population information and the nature of the partnership.</p> <p>Each collaborative partner should also be clearly and separately identified on pages 4-5.</p>		
Number of Collaborative Partners who signed the partnership agreement, and provided resolutions of support.		
Participating Entity: (5 points) allocated to projects with collaborative partners.		

<b>Population</b>		
The applicant is required to provide information from the 2010 U.S. Census information, available at: <a href="http://factfinder2.census.gov/">http://factfinder2.census.gov/</a>		
Does the applicant (or collaborative partner) represent a city, township or village with a population of less than 20,000 residents?	Yes	No
	List Entity	
	Municipality/Township	Population
Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents?	Yes	No
	List Entity	
	County	Population
Population: (3-5 points) determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred.		

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

**Nature of Partnership (2000 character limit)**

**As agreed upon in the partnership agreement, please identify the nature of the partnership, and explain how the main applicant and the partners will work together on the proposed project.**

Section 2 Collaborative Partners

**List of Partners**

**The applicant applying with collaborative partners (defined in §1.03 of the LGIF Policies) must include the following information for each applicant:**

- **Name of collaborative partners**
- **Contact Information**
- **Population data (derived from the 2010 U.S. Census)**

**If the project involves more than 12 collaborative partners, additional forms are available on the LGIF website.**

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>								
Number 1								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Collaborative Partners</b>								
Number 2								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Collaborative Partners</b>								
Number 3								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Collaborative Partners</b>								
Number 4								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 5					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 6					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 7					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 8					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 9					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 10					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 11					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 12					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		Round 3	
Project Name		Type of Request	

<b>Identification of the Type of Award</b>	
<b>Targeted Approach</b>	

**Project Description (4000 character limit)**

Please provide a general description of the project. The information provided will be used for council briefings, program, and marketing materials.

Section 3  
Project Information

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Past Success</b>	Yes	No
<b>Past Success (5 points)</b>		
Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger. (1000 character limit)		

<b>Scalable/Replicable Proposal</b>	Scalable	Replicable	Both
<b>Scalable/Replicable (10 points)</b>			
Provide a summary of how the applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments. (1000 character limit)			

Section 3  
Project Information

<b>Probability of Success</b>	Yes	No
<b>Probability of Success (5 points)</b>		
Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting a loan should provide a summary of the probability of savings from the loan request. (1000 character limit)		

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Performance Audit Implementation/Cost Benchmarking</b>	Yes	No
<b>Performance Audit/Benchmarking (5 points)</b>		
<p>If the project is the result of recommendations from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or a cost benchmarking study, please attach a copy with the supporting documents. In the section below, provide a summary of the performance audit or cost benchmarking study. (1000 character limit)</p>		

<b>Economic Impact</b>	Yes	No
<b>Economic Impact (5 points)</b>		
<p>Provide a summary of how the proposal will promote a business environment (through a private business relationship) and/or provide for community attraction. (1000 character limit)</p>		

Section 3  
Project Information

<b>Response to Economic Demand</b>	Yes	No
<b>Response to Economic Demand (5 points)</b>		
<p>Provide a summary of how the project responds to substantial changes in economic demand for local or regional government services. The narrative should include a description of the current service level. (1000 character limit)</p>		

# Budget Information

## General Instructions

- Both the Project Budget and Program Budgets are required to be filled out in this form.
- Consolidate budget information to fit in the form. Additional budget detail may be provided in the budget narrative or in an attachment in Section 5: Supplemental Information.

### Project Budget:

- The Project Budget justification must be explained in the Project Budget Narrative section of the application. This section is also used to explain the reasoning behind any items on the budget that are not self explanatory, and provide additional detail about project expenses.
- The Project Budget should be for the period that covers the entire project. The look-back period for in-kind contributions is two (2) years. These contributions are considered a part of the total project costs.
- For the Project Budget, indicate which entity and revenue source will be used to fund each expense. This information will be used to help determine eligible project expenses.
- Please provide documentation of all in-kind match contributions in the supporting documents section. For future in-kind match contributions, supporting documentation will be provided at a later date.

### Program Budget:

- Six (6) years of Program Budgets should be provided. The standard submission should include three years previous budgets (actual), and three years of projections including implementation of the proposed project. A second set of three years of projections (one set including implementation of this program, and one set where no shared services occurred) may be provided in lieu of three years previous if this does not apply to the proposed project.
- Please use the Program Budget Narrative section to explain any unusual activities or expenses, and to defend the budget projections. If the budget requires the combining of costs on the budget template, please explain this in the narrative.

### Return on Investment:

- A Return on Investment calculation is required, and should reference cost savings, cost avoidance and/or increased revenues indicated in the budget projection sections of the application. Use the space designated for narrative to justify this calculation, using references when appropriate.

### For Loan Applications only:

- Using the space provided, outline a loan repayment structure.
- Attach three years prior financial documents related to the financial health of the lead applicant (balance sheet, income statement, and a statement of cash flows).

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		<b>Type of Request</b>	

## Project Budget

### Sources of Funds

LGIF Request:

Cash Match (List Sources Below):

Source: _____	<input style="width: 200px; height: 20px;" type="text"/>
Source: _____	<input style="width: 200px; height: 20px;" type="text"/>
Source: _____	<input style="width: 200px; height: 20px;" type="text"/>
Source: _____	<input style="width: 200px; height: 20px;" type="text"/>

In-Kind Match (List Sources Below):

Source: _____	<input style="width: 200px; height: 20px;" type="text"/>
Source: _____	<input style="width: 200px; height: 20px;" type="text"/>
Source: _____	<input style="width: 200px; height: 20px;" type="text"/>

Total Match:   
Total Sources:

### Uses of Funds

	<u>Amount</u>	<u>Revenue Source</u>
Consultant Fees: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Legal Fees: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Other: _____	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

Total Uses:   
Local Match Percentage:

\* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Local Match Percentage = (Match Amount/Project Cost) \* 100 (10% match required)  
10-39.99% (1 point)      40-69.99% (3 points)      70% or greater (5 points)

**Project Budget Narrative: Use this space to justify expenses (1200 character max).**

Section 4  
Financial Information

Lead Applicant		Round 3
Project Name		Type of Request

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
Contributions, Gifts, Grants, and Earned Revenue			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
<b>Contributions, Gifts, Grants, and Earned Revenue</b>			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>
<b>Project Name</b>		Type of Request

### Program Budget

Use this space to justify the program budget and/or explain any unusual revenues or expenses (6000 characters max).

#### Section 4: Financial Information Scoring

(5 points) Applicant provided complete and accurate budget information and narrative justification for a total of six fiscal years.

(3 points) Applicant provided complete and accurate budget information and for at least three fiscal years.

(1 point) Applicant provided complete and accurate budget information for less than three fiscal years.

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Return On Investment

Return on Investment is a performance measure used to evaluate the efficiency of an investment. To derive the expected return on investment, divide the net gains of the project by the net costs. For these calculations, please use the implementation gains and costs, NOT the project costs (the cost of the feasibility, planning, or management study)--unless the results of this study will lead to direct savings without additional implementation costs. The gains from this project should be derived from the prior and future program budgets provided, and should be justified in the return on investment narrative.

### Return on Investment Formulas:

Consider the following questions when determining the appropriate ROI formula for the project. Check the box of the formula used to determine the ROI for the project. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from the project?

Use this formula: 
$$\frac{\text{Total \$ Saved}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect cost avoidance from the implementation of the project/program?

Use this formula: 
$$\frac{\text{Total Cost Avoided}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect increased revenues as a result of the project/program?

Use this formula: 
$$\frac{\text{Total New Revenue}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Expected Return on Investment = \_\_\_\_\_ \* 100 = \_\_\_\_\_

**Return on Investment Justification Narrative:** In the space below, briefly describe the nature of the expected return on investment, using references when appropriate. (1300 character limit)

Expected Return on Investment is:

Less than 25% (10 points)
25%-74.99% (20 points)
Greater than 75% (30 points)

Questions about how to calculate ROI? Please contact the Office of Redevelopment at 614-995-2292 or [lgif@development.ohio.gov](mailto:lgif@development.ohio.gov)

Section 4  
Financial Information

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Loan Repayment Structure

Please outline the preferred loan repayment structure. At a minimum, please include the following: the entities responsible for repayment of the loan, all parties responsible for providing match amounts, and an alternative funding source (in lieu of collateral). Applicants will have two years to complete the project upon execution of the loan agreement, and the repayment period will begin upon the final disbursement of the loan funds. A description of expected savings over the term of the loan may be used as a repayment source.

Section 4  
Financial Information

Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e. emergency, rainy day, or contingency fund, etc).

Applicant clearly demonstrates a secondary repayment source (5 points)	Applicant does not have a secondary repayment source (0 points)
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<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Scoring Overview

### Section 1: Collaborative Measures

Collaborative Measures	Description	Max Points		Applicant Self Score
<b>Population</b>	Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the <b>smallest</b> population listed in the application. Applications from (or collaborating with) small communities are preferred.	5		
<b>Participating Entities</b>	Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity.	5		

### Section 2: Success Measures

<b>Past Success</b>	Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past.	5		
<b>Scalable/Replicable Proposal</b>	Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.	10		
<b>Probability of Success</b>	Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.	5		

### Section 3: Significance Measures

<b>Performance Audit Implementation/Cost Benchmarking</b>	The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking.	5		
<b>Economic Impact</b>	Applicant demonstrates the project will a promote business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes)	5		
<b>Response to Economic Demand</b>	The project responds to current substantial changes in economic demand for local or regional government services.	5		

### Section 4: Financial Measures

<b>Financial Information</b>	Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project.	5		
<b>Local Match</b>	Percentage of local matching funds being contributed to the project. This may include in-kind contributions.	5		
<b>Expected Return</b>	Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance ) an expected return. The return must be derived from the applicant's cost basis.	30		
<b>Repayment Structure (Loan Only)</b>	Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e., emergency fund, rainy day fund, contingency fund, etc.).	5		

**Total Points**

**SOUTHERN HILLS JOINT VOCATIONAL  
BOARD of EDUCATION**

**RESOLUTION OF SUPPORT**

**WHEREAS**, the Southern Hills Joint Vocational Board of Education is committed to providing opportunities for youth and adults to enter, compete, and advance in the ever-changing economic demands of the 21<sup>st</sup> century; and

**WHEREAS**, the Southern Hills Joint Vocational Board of Education is committed to providing the aforementioned educational opportunities in a manner which promotes stewardship of tax dollars, efficiency of operations, shared services, and improved business operations; and

**WHEREAS**, it has been determined the administrative offices of the Southern Hills Joint Vocational Board of Education need to be relocated due to expanding needs for 21<sup>st</sup> century student programming within the Southern Hills Career Center.

**NOW, THEREFORE, BE IT RESOLVED** by the Southern Hills Joint Vocational Board of Education as follows:

**SECTION I**

That the Southern Hills Joint Vocational Board of Education hereby determines the need to support and authorize the administration to apply for an Ohio Local Government Innovation Grant in the amount of \$100,000 and to abide by the terms and conditions of said grant application.

**SECTION II**

That the Southern Hills Joint Vocational Board of Education resolves to execute a partnership agreement with the Brown County Educational Service Center Governing Board as a Collaborative Partner within the Local Government Innovation Fund Grant for the purpose of planning for a shared facility which will promote the goal of shared efficiencies in the areas of facility construction/operations, administrative, technical, clerical and educational functions.

**SECTION III**

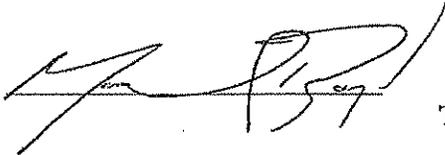
It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

Mr. Cox moved and Mr. Ferguson seconded the motion that the above Resolution be adopted.

Upon roll call and the adoption of the Resolution, the vote was as follows:

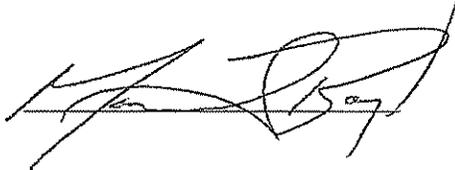
Yeas: Cox, Ferguson, Creighton, Holden, Pride  
Nays: None

**ADOPTED** this 22nd day of August 2012

 Treasurer

**CERTIFICATE**

The undersigned hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a meeting held on the 22nd day of August 2012, together with a true and correct extract from the minutes of said meeting to the extent pertinent to consideration and adoption of said Resolution.

 Treasurer

**BROWN COUNTY EDUCATIONAL SERVICE CENTER  
GOVERNING BOARD**

**RESOLUTION OF SUPPORT**

**WHEREAS**, the Brown County Educational Service Center Governing Board is committed to providing opportunities for youth and adults to enter, compete, and advance in the ever-changing economic demands of the 21<sup>st</sup> century; and

**WHEREAS**, the Brown County Educational Service Center Governing Board is committed to providing the aforementioned educational opportunities in a manner which promotes stewardship of tax dollars, efficiency of operations, shared services, and improved business operations; and

**WHEREAS**, it has been determined the administrative offices of the Brown County Educational Service Center Governing Board need to be relocated due to expanding needs for 21<sup>st</sup> century student programming within the Southern Hills Career Center.

**NOW, THEREFORE, BE IT RESOLVED** by the Brown County Educational Service Center Governing Board as follows:

**SECTION I**

That the Brown County Educational Service Center Governing Board hereby determines the need to support and authorize the administration to apply for an Ohio Local Government Innovation Grant in the amount of \$100,000 and to abide by the terms and conditions of said grant application.

**SECTION II**

That the Brown County Educational Service Center Governing Board resolves to execute a partnership agreement with the Southern Hills Joint Vocational School District Board of Education as a Collaborative Partner within the Local Government Innovation Fund Grant for the purpose of planning a shared facility which will promote the goal of shared efficiencies in the areas of facility construction/operations, administrative, technical, clerical and educational functions.

**SECTION III**

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

MR MOUNT moved and MRCastle seconded the motion that the above Resolution be adopted.

Upon roll call and the adoption of the Resolution, the vote was as follows:

Yeas:  
MOUNT, CASTLE, BURWINKEL, SNIDER  
FERGUSON.

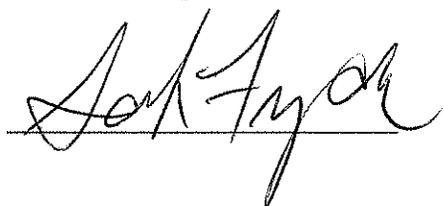
Nays: NONE

**ADOPTED** this 4th day of September 2012

  
Treasurer

**CERTIFICATE**

The undersigned hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a meeting held on the 4<sup>th</sup> day of September 2012, together with a true and correct extract from the minutes of said meeting to the extent pertinent to consideration and adoption of said Resolution.

  
Treasurer

## **Partnership Agreement**

This is a Partnership Agreement (the "Agreement") made on the 4th day of September 2012. The Partners in this agreement are as follows:

Southern Hills Joint Vocational  
Board of Education  
9193 Hamer Road  
Georgetown, OH 45121

Brown County Educational Service  
Center Governing Board  
325 W. State Street, Bldg A, Suite 2  
Georgetown, OH 45121

### **The Partnership:**

The Partners wish to become collaborative partners for the purpose of a feasibility study of a shared facility. The terms and conditions of their Partnership will be outlined in this agreement.

Upon execution the agreement is effective on 4 September 2012. The Partnership will only be terminated as outlined in this Agreement.

The Partnership's primary place of business will be Southern Hills Joint Vocational District. The Partnership will be governed under the laws of the State of Ohio.

The Partnership's primary purpose is to plan a shared facility which will promote efficiencies of operation.

### **Contribution:**

Upon condition of the funding of the feasibility study the partners agree to the following matching contributions:

1. Southern Hills JVSD
  - A. \$10,000 in matching funds
  - B. \$10,000 in-kind personnel, materials/supplies and/or contracted Services

2. Brown County ESC

\$10,000 in-kind personnel, materials/supplies and/or  
Contracted services

**Accounting:**

The Southern Hills Joint Vocational Board of Education shall be the lead agency and Fiscal Agent...

**New Partners:**

The Partnership will amend this agreement to include new partners upon the written and unanimous vote of all partners.

**Withdrawal:**

The Partners hereby reserve the right to withdraw from the Partnership with (90) ninety days' notice to the fiscal agent

**Dissolution:**

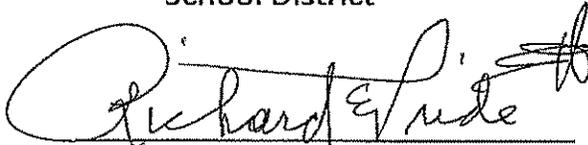
The Partnership Agreement shall be null and void should the Local Government Innovation Grant for the stated feasibility study is not funded.

The Partnership may also be dissolved by majority vote.

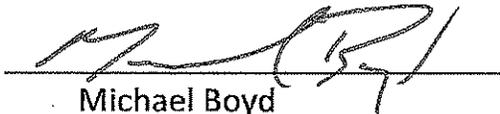
All Partners signed hereto agree to the above stated agreement.

Signed this 4th day of September 2012

Southern Hills Joint Vocational  
School District



Richard E. Pride II  
SHJVSD Board President

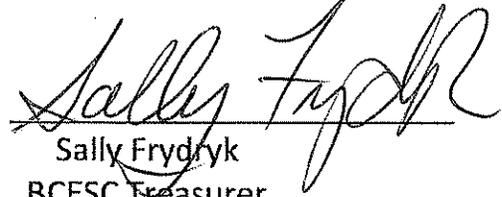


Michael Boyd  
SHJVSD Treasurer

Brown County Educational  
Service Center



Jim Ferguson  
BCESC Board President



Sally Frydryk  
BCESC Treasurer

<b>Lead Applicant</b>	Southern Hills Joint Vocational School District	<b>Round 3</b>	
<b>Project Name</b>	SPARC- Shared Professional and Administrative Resource Center	<b>Type of Request</b>	Grant

## Project Budget

### Sources of Funds

LGIF Request: 

\$100,000
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Cash Match (List Sources Below):

Source: SHJVSD	\$12,000
Source:	
Source:	
Source:	

In-Kind Match (List Sources Below):

Source: personnel in-kind	\$17,344
Source:	
Source:	

Total Match: 

\$29,344
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Total Sources: 

\$129,344
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### Uses of Funds

	<u>Amount</u>	<u>Revenue Source</u>
Consultant Fees:	\$12,000	
Legal Fees:	\$9,000	
Other: Land Survey	\$5,865	
Other: Soil Borings- Phase 1 Envir Report	\$6,250	
Other: Construction Testing	\$17,000	
Other: Pre-Construction Management	\$10,500	
Other: Design Professional	\$34,285	
Other: Commissioning	\$5,100	
Other: General Utility Analysis	\$12,000	
Other:		

Total Uses: 

\$112,000
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Local Match Percentage: 

22.69%
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\* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Local Match Percentage = (Match Amount/Project Cost) \* 100 (10% match required)

10-39.99% (1 point)     40-69.99% (3 points)     70% or greater (5 points)

**Project Budget Narrative: Use this space to justify expenses (1200 character max).**

The "SPARC" project is a proposal to share facilities with the SHJVSD in a new building in lieu of the purchase of property and construction of a separate facility by the BCESC. Both partners provide educational services to essentially the same client base. A significant financial savings will be realized not only in the sharing of the physical facilities (including land acquisition, utilities, technology, etc.) but also in the sharing of personnel in various administrative services that will not need to be duplicated. Both of these savings areas are continuous in nature. The projected cost of individual projects for the partners are \$1,389,223 for the SHJVSD and \$1,626,320 for the BCESC, a projected estimated total of \$3,015,543 for two individual building projects. The "SPARC" project with a shared facility is estimated to cost \$1,649,734, an estimated savings of \$1,365,809 for the facility alone and a projected \$1,968,591 three year Combined project /personnel/utility/bond anticipated savings.

Section 4  
Financial Information

## **Bent, Nicole**

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**From:** don.rabold <don.rabold@brown.k12.oh.us>  
**Sent:** Monday, October 15, 2012 3:54 PM  
**To:** lgif  
**Subject:** Cure- SPARC Project (Shared Professional and Administrative Resource Center)  
**Attachments:** Southern Hills LGIF Round 3 App[1]- Cure response Oct 15 2012- page 12.pdf

**Importance:** High

Regarding the October 9th email that stated the following:

Local Government Innovation Fund Completeness Review

Applicant: Southern Hills Joint Vocational School District Project Name: Shared Professional and Administrative Resource Center

Issues for Response

1. Format

The application is in the correct format and is ready for review.

2. Request

The application is for an eligible request.

3. Project Budget

The project budget requires attention. Please address the following issue(s): the line item "Non-Construction contingency" is an ineligible use of grant funds. Please call the office at 614-644-6552 for more clarification and direction on this issue.

4. Program Budget

The program budget is complete. No additional information is needed at this time.

5. Return on Investment

Please recalculate the return on investment to include the three year combined program costs (\$1,963,591) as well as the initial investment costs of \$1,649,734.

6. Resolutions of Support

Resolutions of support have been provided for the lead applicant and collaborative partner(s). No additional information is needed at this time.

7. Partnership Agreements

Partnership agreements have been provided for the lead applicant and several collaborative partners. No additional information is needed at this time.

8. Total Number of Validated Partners

The application has a total of two collaborative partners with the appropriate documentation submitted for the purposes of this application.

9. Other Comments

There are no other pieces of information needed at this time.

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Regarding Item # 3- "Non-Construction contingency" has been removed from the budget and the attachment contains the adjusted/corrected budget page (Page 12) from the grant submission form.

Regarding Item # 5- "Return on investment"- Please contact Nicole Bent regarding this item- I talked to her personally on October 10th via phone and was instructed by her to include a line on this return saying that Nicole and I talked and the original information submitted was correct and for the person reading it to see her with any questions or problems.

Thank you in advance and please feel free to contact me with any questions or concerns.

Don Rabold

Don Rabold  
Brown County Educational Service Center  
937-378-6118  
[don.rabold@brown.k12.oh.us](mailto:don.rabold@brown.k12.oh.us)<mailto:don.rabold@brown.k12.oh.us>  
[www.browncountyesc.org](http://www.browncountyesc.org/)<http://www.browncountyesc.org/>

"The rights of man come not from the generosity of the state but from the hand of God." John F. Kennedy in his inaugural address in 1961.

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