



## 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		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<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		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<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		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<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		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<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	
				<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	
				<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	
				<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	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		Round 3	
Project Name		Type of Request	

Identification of the Type of Award	
Targeted Approach	

**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: 100%;" type="text"/>

In-Kind Match (List Sources Below):

Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>

Total Match:   
Total Sources:

### Uses of Funds

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

**SILVERTON, DEER PARK, & AMBERLEY VILLAGE, OHIO**  
**ATTACHMENTS PERTAINING TO LGIF GRANT APPLICATION**  
**SEPTEMBER 4, 2012**

- **City/Village Council signed resolutions (3) authorizing the grant application, and the partnership agreement Statement of Intent, signed by the City/Village Managers.**
- **2010 Population: the 3 communities and Hamilton County, Ohio**
- **Service Sharing Feasibility Study, Phase I.**
- **In-kind cost of \$13,940. Supporting contract evidencing cost of the Service Sharing Feasibility Study, Phase I.**

**RESOLUTION NO. 12-643**

**A RESOLUTION SUPPORTING A GRANT PARTNERSHIP WITH THE CITY OF DEER PARK AND THE VILLAGE OF AMBERLEY**

**WHEREAS:** The State of Ohio, through the Ohio Department of Development, has established a Local Government Innovation Fund to provide financial assistance to political subdivisions within the State of Ohio to plan and implement projects which are projected to create more efficient and effective delivery of services within their communities; and

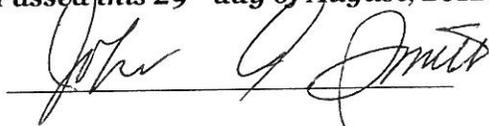
**WHEREAS:** The Village of Silverton, in partnership with the City of Deer Park and the Village of Amberley, intends to develop a joint grant submission to the Ohio Department of Development through the Local Government Innovation Fund focusing upon shared services and collaborative projects between the three entities.

**NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Silverton,**  
**that:**

**SECTION I.** The Village Manager is authorized to partner with the City of Deer Park and the Village of Amberley to prepare a grant application to the Local Government Innovation Fund to plan and implement a feasibility study to investigate, plan and implement shared services among these three entities. Within the authority granted to the Village Manager under the Charter of the Village of Silverton, funds may be received and expended for this partnership, and thereafter a joint application should be submitted to the Ohio Department of Development for such project or projects.

**SECTION II.** This Resolution shall be in full force and effect from and after its passage.

*Passed this 29<sup>th</sup> day of August, 2012.*

  
\_\_\_\_\_  
**John A. Smith, Mayor**

**ATTEST:**  
  
\_\_\_\_\_  
**Paul W. Brehm, Village Manager**

**Approved as to form:**  
  
\_\_\_\_\_  
**Bryan E. Pacheco, Village Solicitor**

**CERTIFICATION:**

I, Meredith L. George, Clerk of Council of the Village of Silverton, County of Hamilton, State of Ohio; do hereby certify that there is no newspaper published in said municipality and that publication of the foregoing Resolution No. 12-643 has been duly made by posting true copies in five (5) of the most public places in said municipality, as determined by Council as follows: 1) Tamworth Circle & Plainfield Road; 2) Parkview Lane at Railroad; 3) Blue Ash Road & Plainfield Road; 4) Silverton Municipal Building; and 5) Silverton Playfield Entrance & Montgomery Road. Said posting was for a period of fifteen days commencing August 30, 2012.

  
\_\_\_\_\_  
**Meredith L. George**

**Clerk of Council of Silverton, Ohio**

**RESOLUTION NO. 2012-24**

**A RESOLUTION SUPPORTING A GRANT PARTNERSHIP WITH THE VILLAGE OF SILVERTON AND THE VILLAGE OF AMBERLEY AND DECLARING AN EMERGENCY**

**WHEREAS**, the State of Ohio, through the Ohio Department of Development, has established a Local Government Innovation Fund to provide financial assistance to political subdivisions within the State of Ohio to plan and implement projects which are projected to create more efficient and effective delivery of services within their communities; and

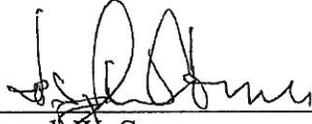
**WHEREAS**, the City of Deer Park, in partnership with the Village of Silverton and the Village of Amberley, intends to develop a joint grant submission to the Ohio Department of Development through the Local Government Innovation Fund focusing upon shared services and collaborative projects between the three entities.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DEER PARK, OHIO, A TWO-THIRDS MAJORITY OF ALL MEMBERS ELECTED THERETO CONCURRING, THAT:**

**SECTION I.** The Safety-Service Director is authorized to partner with the Village of Silverton and the Village of Amberley to prepare a grant application to the Local Government Innovation Fund to plan and implement a feasibility study to investigate, plan and implement shared services among these three entities. Within the authority granted to the Safety-Service Director under the Ohio Revised Code and the Codified Ordinances of the City of Deer Park, funds may be received and expended for this partnership; thereafter, a joint application should be submitted to the Ohio Department of Development for such project or projects.

**SECTION II:** This resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City. Furthermore, this resolution is required to be immediately effective so that the Local Government Innovation Fund grant application can be prepared and submitted in a timely fashion; wherefore, this resolution shall be in full force and effect immediately upon its adoption and approval by the Mayor.

PASSED this 13<sup>TH</sup> day of AUGUST, 2012.

  
\_\_\_\_\_  
Joseph W. Comer  
President of Council

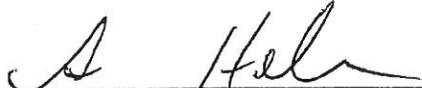
Attest:

  
\_\_\_\_\_  
Meredith George  
Clerk of Council  
*CLERK PRO TEM*

APPROVED this 13<sup>TH</sup> day of AUGUST, 2012

  
\_\_\_\_\_  
David A. Collins  
Mayor

Approved as to form:

  
\_\_\_\_\_  
Andrew J. Helmes  
Law Director

**RESOLUTION NO. 2012-45**

**A RESOLUTION SUPPORTING A GRANT PARTNERSHIP WITH THE CITY OF  
DEER PARK AND THE VILLAGE OF SILVERTON**

**WHEREAS**, the State of Ohio, through the Ohio Department of Development, has established a Local Government Innovation Fund to provide financial assistance to political subdivisions within the State of Ohio to plan and implement projects which are projected to create more efficient and effective delivery of services within their communities; and

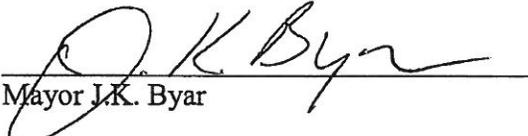
**WHEREAS**, the Village of Amberley, in partnership with the City of Deer Park and the Village of Silverton, intends to develop a joint grant submission to the Ohio Department of Development through the Local Government Innovation Fund focusing upon shared services and collaborative projects between the three entities.

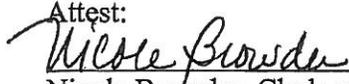
NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF AMBERLEY VILLAGE, STATE OF OHIO, seven (7) members elected thereto concurring,

**SECTION 1.** The Village Manager is authorized to partner with the City of Deer Park and the City of Silverton to prepare a grant application to the Local Government Innovation Fund to plan and implement a feasibility study to investigate, plan and implement shared services among these three entities. Within the authority granted to the Village Manager under the Charter of the Village of Amberley, funds may be received and expended for this partnership, and thereafter a joint application should be submitted to the Ohio Department of Development for such project or projects.

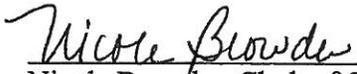
**SECTION 2.** This Resolution shall be in full force and effect from and after its passage.

Passed this 13<sup>th</sup> day of August, 2012.

  
\_\_\_\_\_  
Mayor J.K. Byar

Attest:  
  
\_\_\_\_\_  
Nicole Browder, Clerk of Council

I, Clerk of Council of Amberley Village, Ohio, certify that on the 21 day of August 2012, the forgoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designed by Sec. 31.40(B), Code of Ordinances.

  
\_\_\_\_\_  
Nicole Browder, Clerk of Council

**Statement of Intent**

**State of Ohio Local Government Innovation Fund Application**

This statement of intent affirms the collaboration of the undersigned participant entities to apply jointly to the State of Ohio for funding through the Local Government Innovation Fund for completion of a Shared Services Management Study.

The Village of Silverton will serve as the applicant, in partnership with the City of Deer Park and the Village of Amberley, Ohio.



Paul Brehm, Village Manager,  
Village of Silverton

8/26/12

Date:



Michael Berens, Safety-Service Director,  
City of Deer Park

8/26/12

Date:



Scot Lahrmer, Village Manager,  
Village of Amberley

8-24-12

Date:



DP-1

Profile of General Population and Housing Characteristics: 2010

2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

Geography: Silverton city, Ohio

Subject	Number	Percent
<b>SEX AND AGE</b>		
Total population	4,788	100.0
Under 5 years	234	4.9
5 to 9 years	207	4.3
10 to 14 years	204	4.3
15 to 19 years	212	4.4
20 to 24 years	307	6.4
25 to 29 years	400	8.4
30 to 34 years	318	6.6
35 to 39 years	293	6.1
40 to 44 years	324	6.8
45 to 49 years	374	7.8
50 to 54 years	426	8.9
55 to 59 years	415	8.7
60 to 64 years	269	5.6
65 to 69 years	204	4.3
70 to 74 years	199	4.2
75 to 79 years	182	3.8
80 to 84 years	111	2.3
85 years and over	109	2.3
Median age (years)	43.3	( X )
16 years and over	4,108	85.8
18 years and over	4,025	84.1
21 years and over	3,881	81.1
62 years and over	952	19.9
65 years and over	805	16.8
<b>Male population</b>		
Under 5 years	126	2.6
5 to 9 years	92	1.9
10 to 14 years	93	1.9
15 to 19 years	109	2.3
20 to 24 years	175	3.7
25 to 29 years	205	4.3
30 to 34 years	165	3.4
35 to 39 years	148	3.1
40 to 44 years	152	3.2
45 to 49 years	169	3.5
50 to 54 years	192	4.0
55 to 59 years	185	3.9
60 to 64 years	123	2.6
65 to 69 years	73	1.5
70 to 74 years	76	1.6
75 to 79 years	58	1.2
80 to 84 years	36	0.8
85 years and over	33	0.7



DP-1

Profile of General Population and Housing Characteristics: 2010

2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

Geography: Deer Park city, Ohio

Subject	Number	Percent
<b>SEX AND AGE</b>		
Total population	5,736	100.0
Under 5 years	395	6.9
5 to 9 years	273	4.8
10 to 14 years	243	4.2
15 to 19 years	271	4.7
20 to 24 years	321	5.6
25 to 29 years	594	10.4
30 to 34 years	504	8.8
35 to 39 years	387	6.7
40 to 44 years	340	5.9
45 to 49 years	450	7.8
50 to 54 years	415	7.2
55 to 59 years	369	6.4
60 to 64 years	269	4.7
65 to 69 years	186	3.2
70 to 74 years	172	3.0
75 to 79 years	161	2.8
80 to 84 years	163	2.8
85 years and over	223	3.9
Median age (years)	38.5	( X )
16 years and over	4,766	83.1
18 years and over	4,660	81.2
21 years and over	4,502	78.5
62 years and over	1,057	18.4
65 years and over	905	15.8
<b>Male population</b>		
Under 5 years	188	3.3
5 to 9 years	135	2.4
10 to 14 years	130	2.3
15 to 19 years	133	2.3
20 to 24 years	142	2.5
25 to 29 years	291	5.1
30 to 34 years	261	4.6
35 to 39 years	210	3.7
40 to 44 years	165	2.9
45 to 49 years	226	3.9
50 to 54 years	205	3.6
55 to 59 years	183	3.2
60 to 64 years	122	2.1
65 to 69 years	81	1.4
70 to 74 years	69	1.2
75 to 79 years	69	1.2
80 to 84 years	48	0.8
85 years and over	61	1.1



DP-1 Profile of General Population and Housing Characteristics: 2010  
 2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

Geography: Amberley village, Ohio

Subject	Number	Percent
<b>SEX AND AGE</b>		
Total population	3,585	100.0
Under 5 years	210	5.9
5 to 9 years	242	6.8
10 to 14 years	255	7.1
15 to 19 years	213	5.9
20 to 24 years	90	2.5
25 to 29 years	99	2.8
30 to 34 years	123	3.4
35 to 39 years	161	4.5
40 to 44 years	183	5.1
45 to 49 years	257	7.2
50 to 54 years	315	8.8
55 to 59 years	352	9.8
60 to 64 years	318	8.9
65 to 69 years	209	5.8
70 to 74 years	154	4.3
75 to 79 years	159	4.4
80 to 84 years	145	4.0
85 years and over	100	2.8
Median age (years)	49.1	( X )
16 years and over	2,817	78.6
18 years and over	2,723	76.0
21 years and over	2,646	73.8
62 years and over	949	26.5
65 years and over	767	21.4
<b>Male population</b>		
Under 5 years	112	3.1
5 to 9 years	106	3.0
10 to 14 years	121	3.4
15 to 19 years	94	2.6
20 to 24 years	54	1.5
25 to 29 years	48	1.3
30 to 34 years	55	1.5
35 to 39 years	83	2.3
40 to 44 years	83	2.3
45 to 49 years	121	3.4
50 to 54 years	151	4.2
55 to 59 years	158	4.4
60 to 64 years	169	4.7
65 to 69 years	99	2.8
70 to 74 years	71	2.0
75 to 79 years	66	1.8
80 to 84 years	77	2.1
85 years and over	50	1.4



DP-1

Profile of General Population and Housing Characteristics: 2010

2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

Geography: Hamilton County, Ohio

Subject	Number	Percent
<b>SEX AND AGE</b>		
Total population	802,374	100.0
Under 5 years	53,269	6.6
5 to 9 years	51,301	6.4
10 to 14 years	51,823	6.5
15 to 19 years	57,712	7.2
20 to 24 years	59,608	7.4
25 to 29 years	57,995	7.2
30 to 34 years	50,120	6.2
35 to 39 years	47,330	5.9
40 to 44 years	50,516	6.3
45 to 49 years	58,865	7.3
50 to 54 years	61,033	7.6
55 to 59 years	53,500	6.7
60 to 64 years	42,439	5.3
65 to 69 years	29,865	3.7
70 to 74 years	23,465	2.9
75 to 79 years	20,356	2.5
80 to 84 years	16,791	2.1
85 years and over	16,386	2.0
Median age (years)	37.1	( X )
16 years and over	635,345	79.2
18 years and over	612,734	76.4
21 years and over	576,191	71.8
62 years and over	130,833	16.3
65 years and over	106,863	13.3
<b>Male population</b>		
Under 5 years	26,884	3.4
5 to 9 years	25,996	3.2
10 to 14 years	26,486	3.3
15 to 19 years	29,463	3.7
20 to 24 years	29,646	3.7
25 to 29 years	28,132	3.5
30 to 34 years	24,633	3.1
35 to 39 years	23,050	2.9
40 to 44 years	24,493	3.1
45 to 49 years	28,443	3.5
50 to 54 years	29,244	3.6
55 to 59 years	25,535	3.2
60 to 64 years	20,014	2.5
65 to 69 years	13,645	1.7
70 to 74 years	10,036	1.3
75 to 79 years	8,242	1.0
80 to 84 years	6,358	0.8
85 years and over	4,921	0.6

# Service Sharing Feasibility

Village of Silverton, City of Deer Park,  
Village of Amberley, Ohio

August 29, 2012

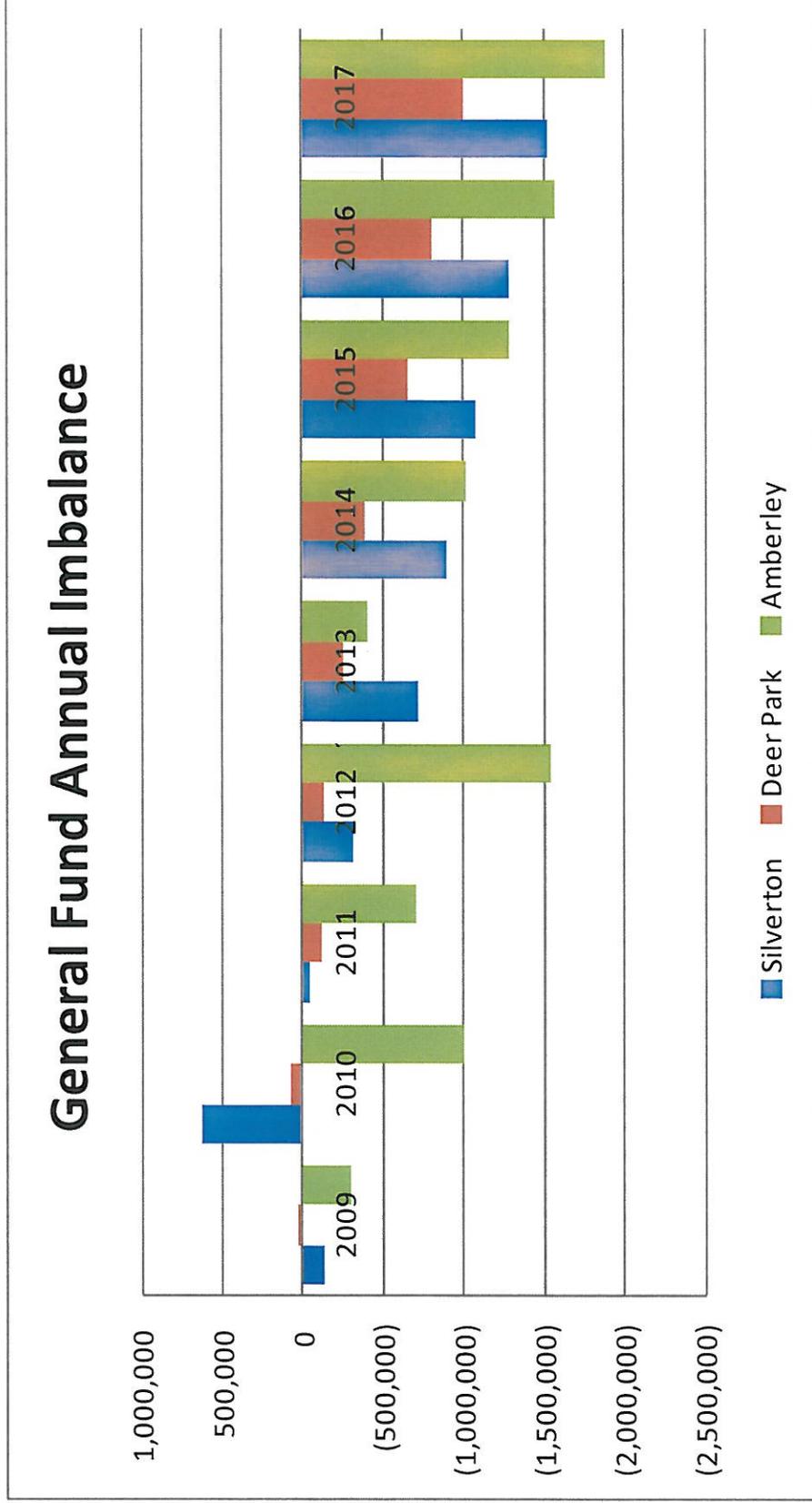
Village of Silverton Briefing



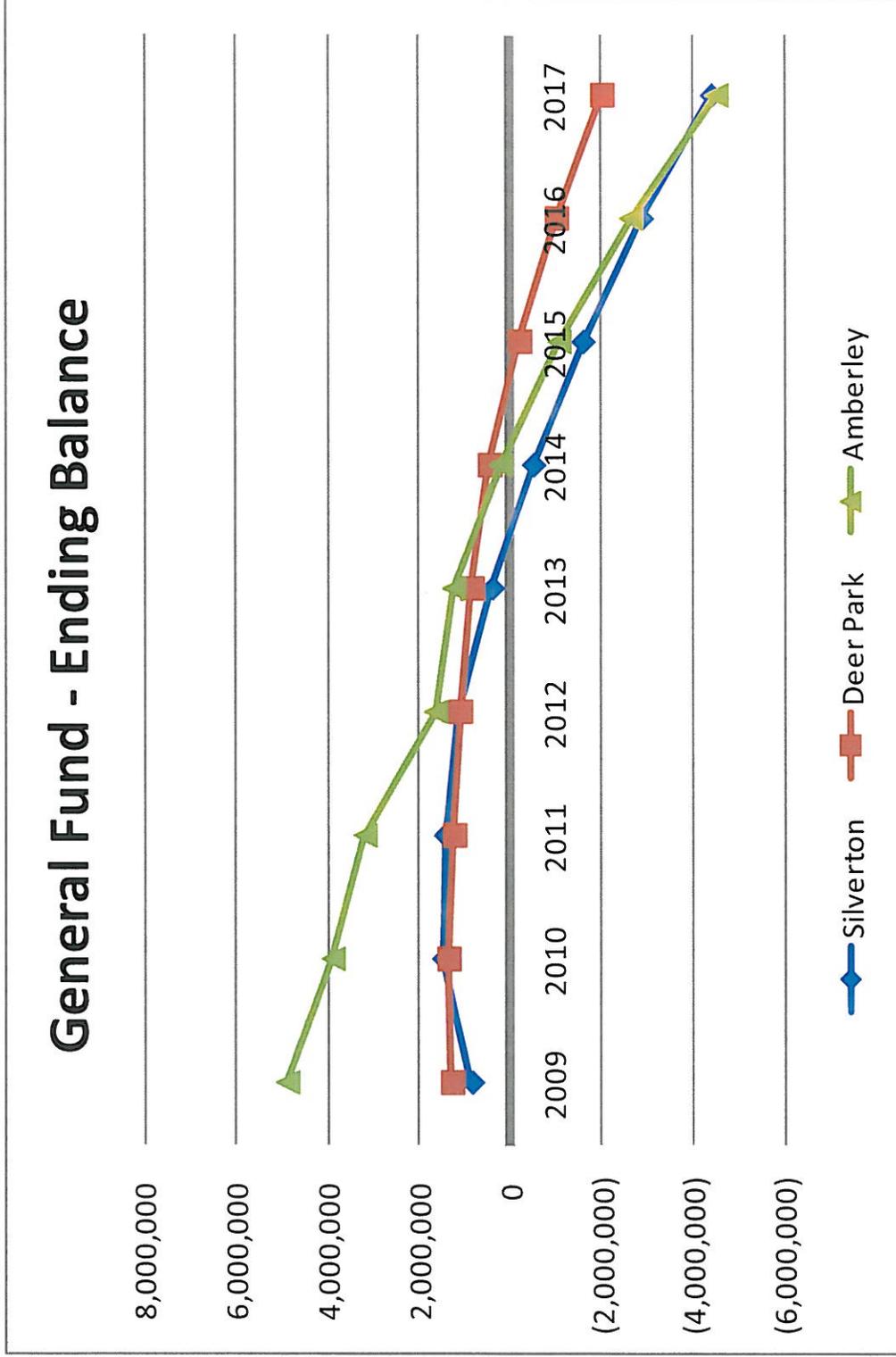
# Financial Projections

- Review individual city operations
- Identify current spending dynamics
- Apply reasonable and consistent assumptions
- Include costs necessary for sustainable operations
- Assume no new revenues (State or Local)

# Financial Projections



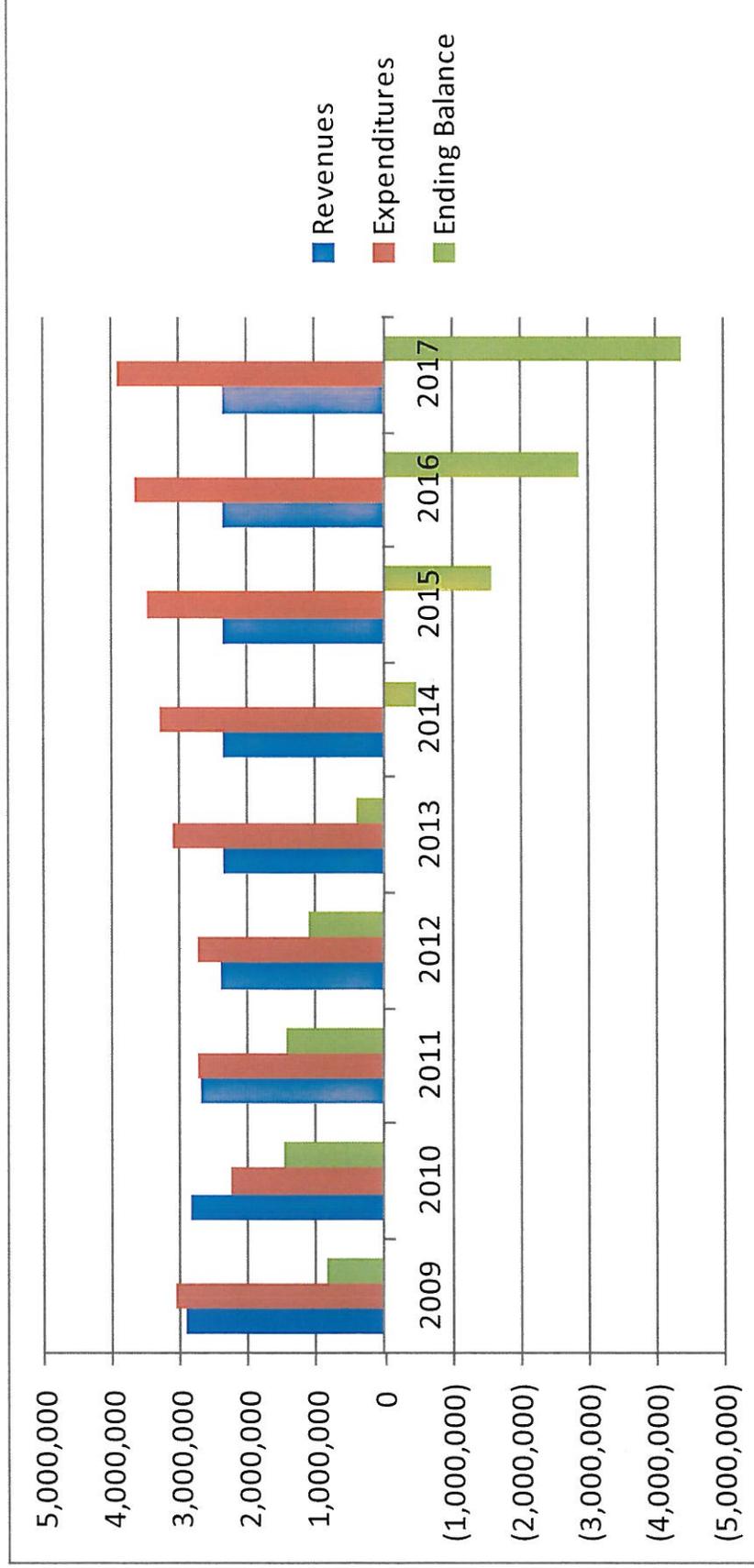
# Financial Projection Impacts



# Financial Projection – Silverton

Village of Silverton, Ohio General Fund	Actual		Estimate	Projection					
	2009	2010	2011	2012	2013	2014	2015	2016	2017
Base Revenues	2,929,484	2,863,867	2,709,032	2,403,999	2,403,999	2,403,999	2,403,999	2,403,999	2,403,999
Impacts:									
Kasich Cuts to LGF, based on State FY:					(24,104)	(24,104)	(24,104)	(24,104)	(24,104)
<b>Adjusted Revenues</b>	<b>2,929,484</b>	<b>2,863,867</b>	<b>2,709,032</b>	<b>2,403,999</b>	<b>2,379,895</b>	<b>2,379,895</b>	<b>2,379,895</b>	<b>2,379,895</b>	<b>2,379,895</b>
Base Expenditures	2,736,864	2,547,014	2,583,375	2,774,198	2,774,198	2,774,198	2,774,198	2,774,198	2,774,198
Impacts:									
General Inflation @ 3%					83,226	168,949	257,243	348,186	441,858
Health Care Inflation @ 23%					62,330	138,996	233,295	349,283	491,948
Outsource Dispatch					0	(125,000)	(125,000)	(125,000)	(125,000)
Road Maintenance					200,000	200,000	200,000	200,000	200,000
Vehicle / Equipment Maintenance					125,000	125,000	125,000	125,000	125,000
Road Improvement Grant Match				(49,500)	(153,000)				
<b>Adjusted Expenditures</b>	<b>2,736,864</b>	<b>2,547,014</b>	<b>2,583,375</b>	<b>2,724,698</b>	<b>3,091,754</b>	<b>3,282,143</b>	<b>3,464,736</b>	<b>3,671,667</b>	<b>3,908,004</b>
Other Financing Sources (Uses)	(321,880)	309,068	(166,725)						
Net Change	(129,260)	625,921	(41,068)	(320,699)	(711,859)	(902,248)	(1,084,841)	(1,291,772)	(1,528,109)
% Change					122.0%	26.7%	20.2%	19.1%	18.3%
Starting Balance	982,245	852,985	1,478,906	1,437,838	1,117,139	<b>405,280</b>	(496,967)	(1,581,809)	(2,873,581)
Ending Balance	852,985	1,478,906	1,437,838	1,117,139	405,280	<b>(496,967)</b>	(1,581,809)	(2,873,581)	(4,401,689)

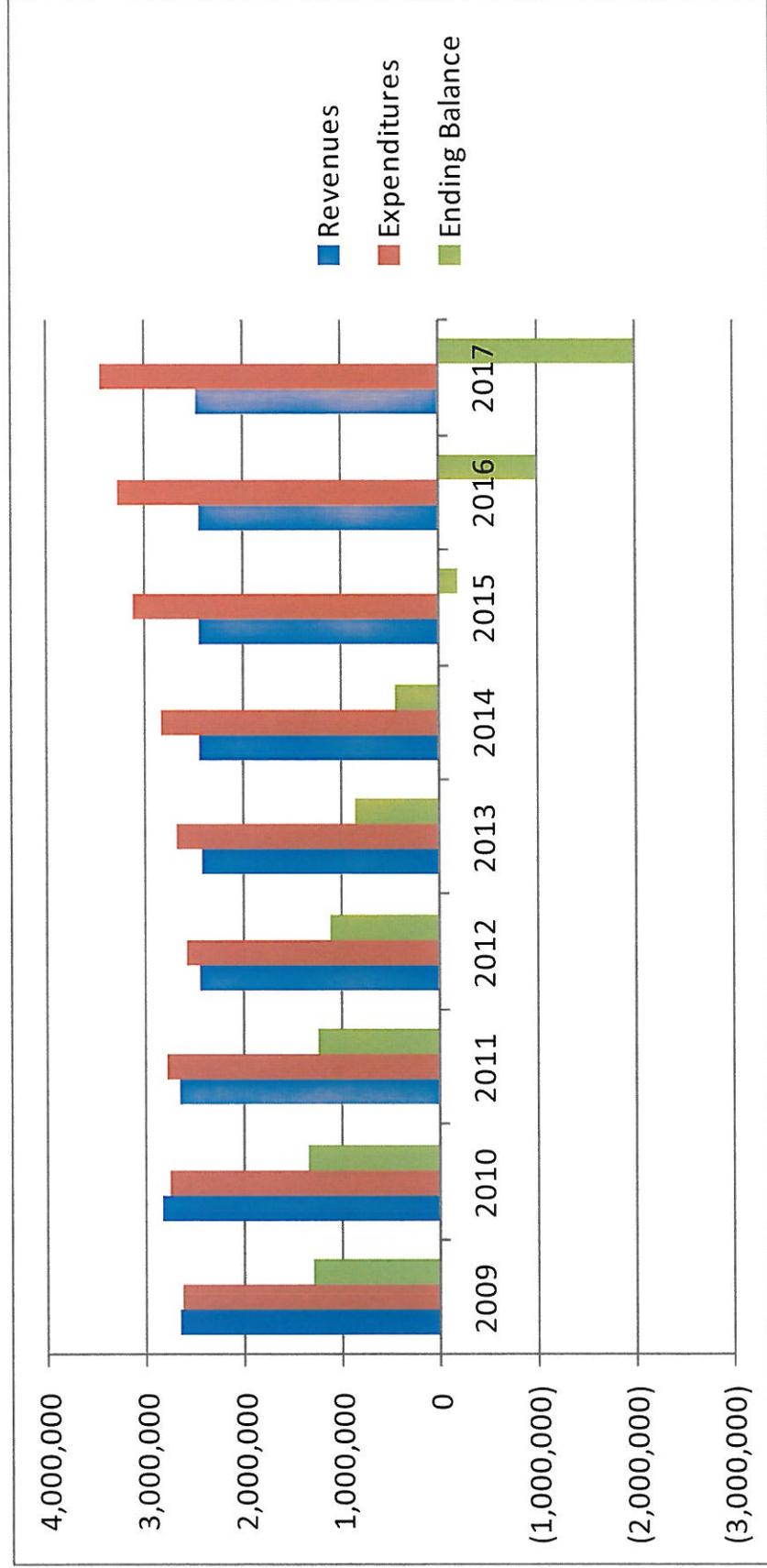
# Financial Projection – Silverton



# Financial Projection – Deer Park

City of Deer Park, Ohio General Fund	Actual			Estimate	Projection				
	2009	2010	2011	2012	2013	2014	2015	2016	2017
Base Revenues	2,663,940	2,835,771	2,669,177	2,462,200	2,462,200	2,462,200	2,462,200	2,462,200	2,462,200
Impacts:									
Property Tax					(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
Earnings Tax					20,000	30,000	40,000	50,000	55,000
Local Government Fund					(8,300)	(8,300)	(8,300)	(8,300)	(8,300)
Estate Tax					(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Mayors Court					(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Community Center Rent					500	1,000	1,000	1,000	1,000
Interest					0	500	500	500	1,000
<b>Adjusted Revenues</b>	<b>2,663,940</b>	<b>2,835,771</b>	<b>2,669,177</b>	<b>2,462,200</b>	<b>2,432,400</b>	<b>2,443,400</b>	<b>2,453,400</b>	<b>2,463,400</b>	<b>2,468,900</b>
Base Expenditures	2,437,527	2,547,014	2,583,375	2,590,085	2,353,025	2,349,325	2,465,475	2,449,575	2,454,725
Impacts:									
General Inflation @ 1.5%					34,365	69,245	104,648	140,583	177,056
Additional Inflation to Reach 3.0%					34,365	69,245	104,648	140,583	177,056
Health Care Inflation @ 15%					45,000	96,750	156,263	224,702	303,407
Additional Health Care to Reach 22%					22,500	48,375	78,131	112,351	151,704
Street Maintenance					150,000	150,000	150,000	150,000	150,000
Vehicle / Equipment Maintenance					51,000	51,000	51,000	51,000	51,000
<b>Adjusted Expenditures</b>	<b>2,437,527</b>	<b>2,547,014</b>	<b>2,583,375</b>	<b>2,590,085</b>	<b>2,690,255</b>	<b>2,833,940</b>	<b>3,110,166</b>	<b>3,268,794</b>	<b>3,464,949</b>
Other Financing Sources (Uses)	(191,594)	(213,188)	(209,063)						
Net Change	34,819	75,569	(123,261)	(127,885)	(257,855)	(390,540)	(656,766)	(805,394)	(996,049)
% Change					101.6%	51.5%	68.2%	22.6%	23.7%
Starting Balance	1,250,136	1,284,955	1,360,524	1,237,263	1,109,378	851,523	<b>460,983</b>	(195,782)	(1,001,176)
Ending Balance	1,284,955	1,360,524	1,237,263	1,109,378	851,523	460,983	<b>(195,782)</b>	(1,001,176)	(1,997,225)

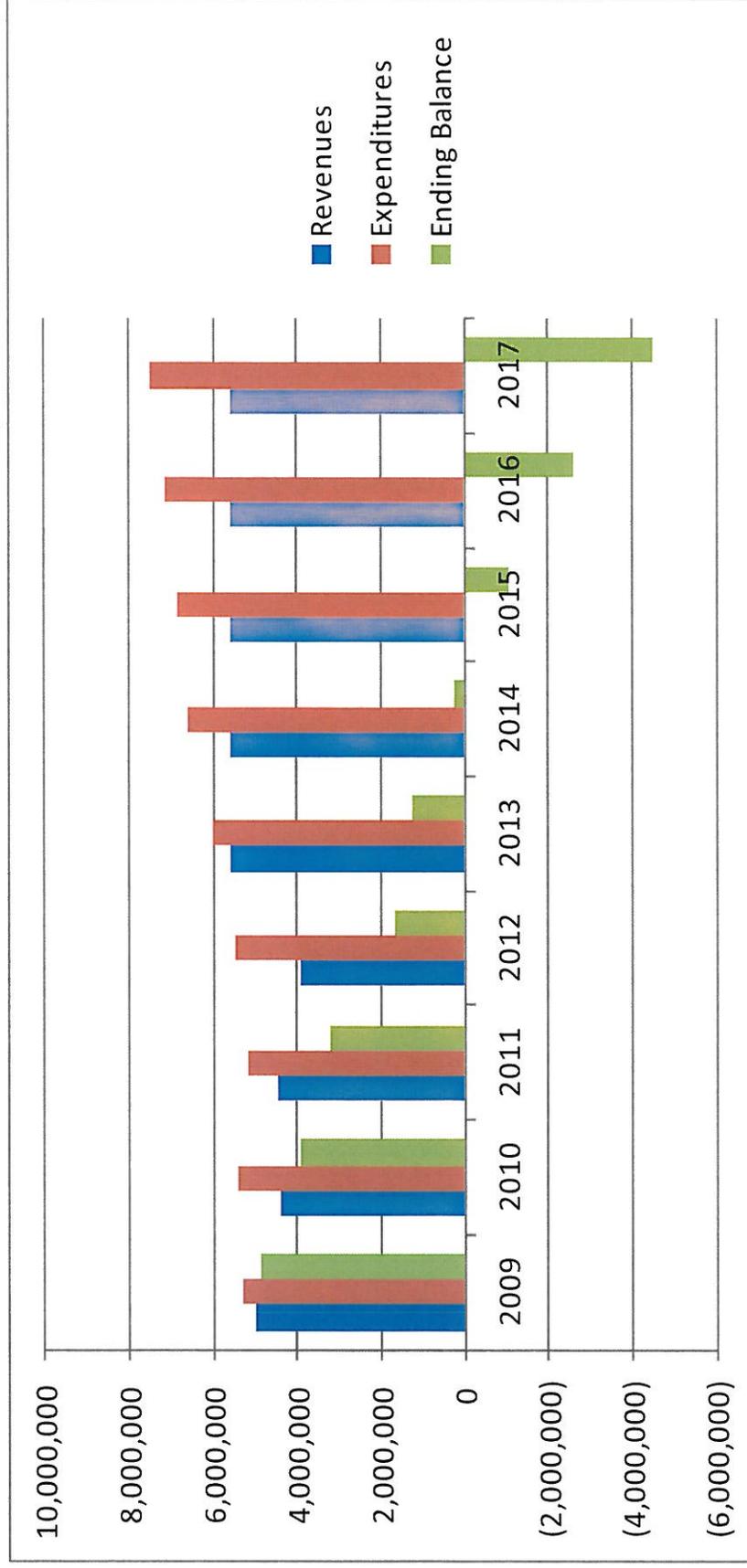
# Financial Projection – Deer Park



# Financial Projection – Amberley

Village of Amberley, Ohio General Fund	Actual			Estimate	Projection				
	2009	2010	2011	2012	2013	2014	2015	2016	2017
Base Revenues	4,974,444	4,413,280	4,450,058	3,920,018	3,920,018	3,920,018	3,920,018	3,920,018	3,920,018
Impacts:									
10 Mil Levy revenue, effective 1/1/13					1,600,000	1,600,000	1,600,000	1,600,000	1,600,000
Shared Dispatch Payment					85,000	85,000	85,000	85,000	85,000
Kasich Cuts to LGF, based on State FY:					(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
<b>Adjusted Revenues</b>	<b>4,974,444</b>	<b>4,413,280</b>	<b>4,450,058</b>	<b>3,920,018</b>	<b>5,585,018</b>	<b>5,585,018</b>	<b>5,585,018</b>	<b>5,585,018</b>	<b>5,585,018</b>
Base Expenditures	5,393,675	5,353,569	4,955,861	5,466,574	5,466,574	5,466,574	5,466,574	5,466,574	5,466,574
Impacts:									
General Inflation @ 3%					154,131	312,886	476,404	644,827	818,303
Health Care Inflation @ 8% / 22%					26,310	104,450	199,781	316,084	457,974
Street Maintenance					225,000	225,000	225,000	225,000	225,000
Vehicle / Equipment Maintenance					116,000	116,000	116,000	116,000	116,000
Amberley Green Note to Bond					0	475,000	475,000	475,000	475,000
Amberley Green Note Interest					0	(90,000)	(90,000)	(90,000)	(90,000)
<b>Adjusted Expenditures</b>	<b>5,393,675</b>	<b>5,353,569</b>	<b>4,955,861</b>	<b>5,466,574</b>	<b>5,988,015</b>	<b>6,609,910</b>	<b>6,868,758</b>	<b>7,153,485</b>	<b>7,468,851</b>
Other Financing Sources (Uses)	123,309	(58,126)	(195,992)						
Net Change	(295,922)	(998,415)	(701,795)	(1,546,556)	(402,997)	(1,024,892)	(1,283,740)	(1,568,467)	(1,883,833)
% Change					-73.9%	154.3%	25.3%	22.2%	20.1%
Starting Balance	5,199,476	4,903,554	3,905,139	3,203,344	1,656,788	1,253,791	<b>228,899</b>	(1,054,841)	(2,623,308)
Ending Balance	4,903,554	3,905,139	3,203,344	1,656,788	1,253,791	228,899	<b>(1,054,841)</b>	(2,623,308)	(4,507,141)

# Financial Projection – Amberley

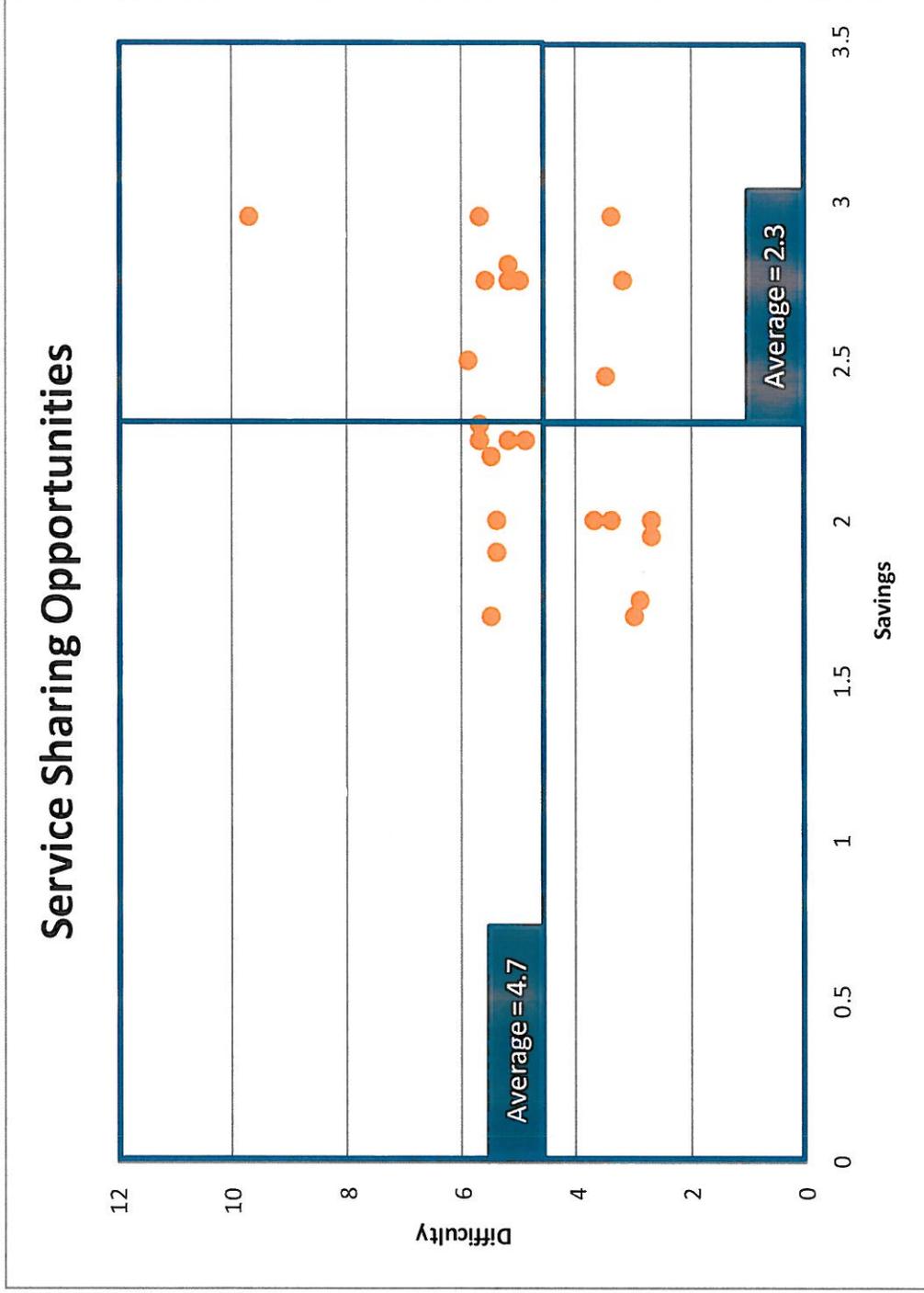


# Service Sharing Criteria

Cost Saving Criteria		Max	Min	Weight
Return on Investment	Strong, Medium or Low	3	1	30
Potential for Near Term	1 year or less, 2-3 years, 3-5 years	3	1	25
Cost Savings	Low, Medium, or High	3	1	25
Implementation Costs	Technical, Managerial, Commercial, factor	4	0	20
Number of EOS Factors Present	(Risk/Liability and Financial)	4	0	20

Difficulty Criteria		Max	Min	Weight
Political Feasibility	Low, Medium or Strong	3	1	30
Existence of Successful Models	Yes or No	2	1	20
Potential for Degradation of Service Level	Yes or No	2	1	20
Complications WRT Bargaining Agreements Degree to Which City Identity Issues Present	High, Medium or Low	3	1	10
	High, Medium or Low	3	1	20

# Service Sharing Potential



# Areas of Focus

## Higher Savings:

- Emergency Services Dispatch (Police/Fire)
- Purchasing
- Risk Management
- Employee Medical
- Employee Benefits
- Facilities - Maintenance
- Facilities – Administration
- Finance
- Fire
- Police

## Lower Difficulty:

- Emergency Services Dispatch (Police/Fire)
- Purchasing
- Risk Management
- HR Recruitment
- HR Labor Relations
- Maintenance

# Shared Service Opportunities

- Administration and Support
- Public Services
- Public Safety
- Shared / Consolidated Facilities

***Due to static revenues, growing expenditures and resulting magnitude of annual imbalance, ALL areas must be reviewed for savings.***

# Administration and Support

## Approach:

- Identify core services and related resource requirements
- Review and revise operational approaches
- Consolidate administration
- Link to shared / consolidated facilities

## Rationale:

- Common issues and approaches
- Share functional expertise
- Leverage remaining staff members for greater effect

# Public Services

## Approach:

- Identify core services and related resource requirements
- Review and revise operational approaches
- Consolidate public services and related
- Link to shared / consolidated facilities

## Rationale:

- Common issues and approaches
- Share functional expertise
- Share capital (facilities and equipment)
- Leverage remaining staff members for greater effect

# Public Safety

## Approach:

- Review existing approaches for alternatives
- Identify core services and related resource requirements
- Review and revise operational approaches
- Consolidate public safety services and related
- Link to shared / consolidated facilities

## Rationale:

- Area of greatest continuing expense
- Share functional expertise
- Share capital (facilities and equipment)
- Leverage remaining staff members for greater effect

# Shared / Consolidated Facilities

## Approach:

- Review existing assets for possible service aggregation
- Identify necessary facility services and related resource requirements
- Review and revise facility management and operational approaches
- Link effort to support functional service sharing / consolidation

## Rationale:

- Current facility conditions require renovation or replacement
- Economies of scale in aggregating effort in fewer facilities
- Supports sharing capital resources (facilities and equipment)
- Leverage remaining staff members for greater effect

# Next Steps

- Support grant application
- Develop proposed budget for Phase II Study
- Prepare issues for Phase II Study

## AGREEMENT

THIS AGREEMENT is made and entered into this 2nd July day of ~~June~~, 2012, by and between the Village of Silverton, a municipal corporation (hereinafter referred to as "City"), and Management Partners, Inc., (hereinafter referred to as "Partners").

## RECITALS

WHEREAS, City is desirous of improving the efficiency and effectiveness of their respective operations, and

WHEREAS, City desires to engage Partners to render certain management and analytical services in connection therewith and Partners is willing to provide such services, and

NOW THEREFORE, in consideration of the premises and mutual obligations herein, the parties hereto do mutually agree as follows:

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The services provided will be those described in Attachment A, the Partners proposal to City dated May 22, 2012, amended to include the preparation of a grant/loan application for funding of a potential Phase II study, where such funds are available and timing of application is merited.

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3. **Compensation and Method of Payment.** Partners will invoice City for services rendered as work on approved projects is completed. The total amount of payment in accordance with this agreement shall not exceed \$4,650 for each jurisdiction. Each city is individually liable for its share only.

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5. **Personnel.** Partners represents that it has, or will secure at its own expense, all personnel required in performing all of the services required under this Agreement. Such personnel shall not be employees of or have any contractual relationships with the Cities. All the services required hereunder will be performed by Partners or under its supervision and all

personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

6. **Discrimination Prohibited.** In performing the services required hereunder, Partners shall not discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, sexual orientation, age, physical handicap, or disability as defined in the American With Disabilities Act of 1990, as now enacted or hereafter amended.

7. **Reports and Information.** At such times and in such forms as City may require, there shall be furnished to City such statements, records, reports, data and information, as City may request pertaining to matters covered by this Agreement. Unless authorized by Cities, Partners will not release any information concerning the project, including any reports or other documents prepared pursuant to this Agreement.

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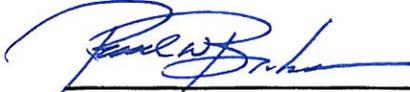
12. **Entire Agreement.** This Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

13. **Applicable Law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Ohio.

**IN WITNESS WHEREOF,** City and Partners have executed this Agreement as of the date first above written.

Village of Silverton, Ohio

Management Partners, Inc.

  
\_\_\_\_\_  
(signature)

  
\_\_\_\_\_

*PAUL W. BREHM, VILLAGE MGR.*  
\_\_\_\_\_  
Name and Title

Gerald E. Newfarmer, President & CEO  
\_\_\_\_\_

*July 2, 2012*  
\_\_\_\_\_  
Date

June 14, 2012  
\_\_\_\_\_

Approved as to Form:

  
\_\_\_\_\_  
Bryan Pacheco, Village Solicitor

*6/18/12*  
\_\_\_\_\_  
Date

## AGREEMENT

THIS AGREEMENT is made and entered into this 22 day of June, 2012, by and between the City of Deer Park, a municipal corporation (hereinafter referred to as "City"), and Management Partners, Inc., (hereinafter referred to as "Partners").

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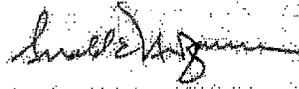
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City of Deer Park, Ohio

Management Partners, Inc.

  
\_\_\_\_\_  
(signature)

  
\_\_\_\_\_

MICHAEL J. BERENS  
Name and Title *SAFETY-SERVICE DIR.*

Gerald E. Newfarmer, President & CEO

JUNE 22, 2012  
Date

June 14, 2012  
Date

Approved as to Form:

  
\_\_\_\_\_  
Andrew Helms, Law Director

6/22/12  
Date

## AGREEMENT

THIS AGREEMENT is made and entered into this 15 day of June, 2012, by and between the Village of Amberley, a municipal corporation (hereinafter referred to as "City"), and Management Partners, Inc., (hereinafter referred to as "Partners").

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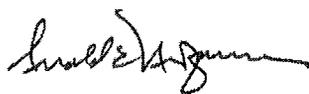
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Village of Amberley, Ohio

Management Partners, Inc.



(signature)

Scot F. Lahmer

Gerald E. Newfarmer, President & CEO

Name and Title

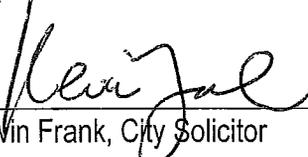
6/15/12

June 14, 2012

Date

Date

Approved as to Form:



Kevin Frank, City Solicitor

6/18/12

Date

**LGIF GRANT APP REVISION**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Cumulative</u>
<u>Pg 13 projected expenses before implementation</u>	11,770,024	12,725,992	13,443,659	37,939,675
<u>Pg 14 projected expenses after implementation</u>	10,397,313	10,408,313	10,418,313	<u>31,223,939</u>
Net Savings from shared service efficiencies				6,715,736
Projected expenses after implementation				31,223,939
				<b>ROI 21.51%</b>

<b>Lead Applicant</b>	Village of Silverton, OH	<b>Round 3</b>
<b>Project Name</b>	Shared Services Management Study	Type of Request
		Grant

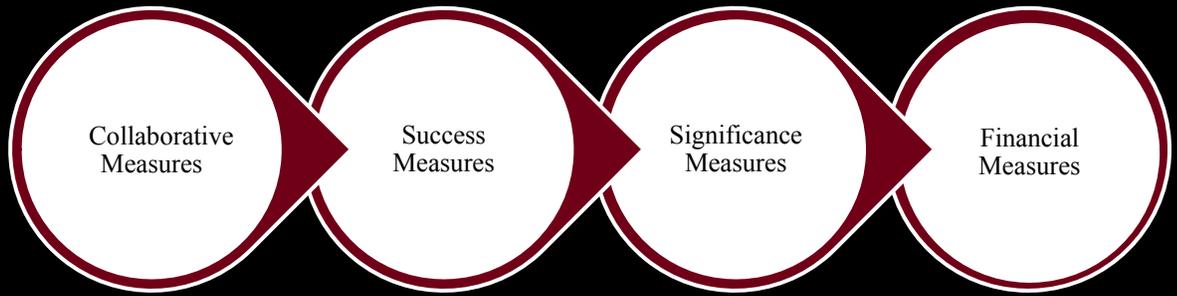
### Program Budget

	FY 2013		FY 2014		FY 2015	
	Actual	Projected	Amount	Amount	Amount	Amount
<b>Expenses</b>						
Salary and Benefits			\$7,646,822	\$7,837,754	\$8,321,574	
Contract Services			\$3,051,951	\$3,259,509	\$3,473,294	
Occupancy (rent, utilities, maintenance)						
Training and Professional Development						
Insurance						
Travel			\$35,020	\$36,071	\$37,153	
Capital and Equipment Expenses			\$422,000	\$960,000	\$960,000	
Supplies, Printing, Copying, and Postage			\$614,231	\$632,658	\$651,638	
Evaluation						
Marketing						
Conferences, meetings, etc.						
Administration						
*Other -						
*Other -						
*Other -						
<b>TOTAL EXPENSES</b>			<b>\$11,770,024</b>	<b>\$12,725,992</b>	<b>\$13,443,659</b>	
<b>Revenues</b>						
<b>Contributions, Gifts, Grants, and Earned Revenue</b>						
Local Government: Village of Silverton			\$2,379,895	\$2,379,895	\$2,379,895	
Local Government: City of Deer Park			\$2,432,400	\$2,443,400	\$2,453,400	
Local Government: Village of Amberley			\$5,585,018	\$5,585,018	\$5,585,018	
State Government						
Federal Government						
*Other -						
*Other -						
*Other -						
Membership Income						
Program Service Fees						
Investment Income						
<b>TOTAL REVENUES</b>			<b>\$10,397,313</b>	<b>\$10,408,313</b>	<b>\$10,418,313</b>	

<b>Lead Applicant</b>	Village of Silverton, OH	<b>Round 3</b>
<b>Project Name</b>	Shared Services Management Study	Type of Request
		Grant

### Program Budget

	FY 2013		FY 2014		FY 2015	
	Actual	Projected	Amount	Amount	Amount	Amount
<b>Expenses</b>						
Salary and Benefits			\$6,641,313	\$6,014,293	\$5,921,272	
Contract Services			\$2,700,000	\$2,781,000	\$2,864,430	
Occupancy (rent, utilities, maintenance)						
Training and Professional Development						
Insurance			\$34,000	\$35,020	\$36,071	
Travel						
Capital and Equipment Expenses			\$422,000	\$960,000	\$960,000	
Supplies, Printing, Copying, and Postage			\$600,000	\$618,000	\$636,540	
Evaluation						
Marketing						
Conferences, meetings, etc.						
Administration						
*Other -						
*Other -						
*Other -						
<b>TOTAL EXPENSES</b>			<b>\$10,397,313</b>	<b>\$10,408,313</b>	<b>\$10,418,313</b>	
<b>Revenues</b>						
<b>Contributions, Gifts, Grants, and Earned Revenue</b>						
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Local Government: Village of Amberley			\$5,585,018	\$5,585,018	\$5,585,018	
State Government						
Federal Government						
*Other -						
*Other -						
*Other -						
Membership Income						
Program Service Fees						
Investment Income						
<b>TOTAL REVENUES</b>			<b>\$10,397,313</b>	<b>\$10,408,313</b>	<b>\$10,418,313</b>	



## 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		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		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		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		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	
				<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	
				<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	
				<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	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		Round 3	
Project Name		Type of Request	

Identification of the Type of Award	
Targeted Approach	

**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: 100%;" type="text"/>

In-Kind Match (List Sources Below):

Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>

Total Match:   
Total Sources:

### Uses of Funds

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