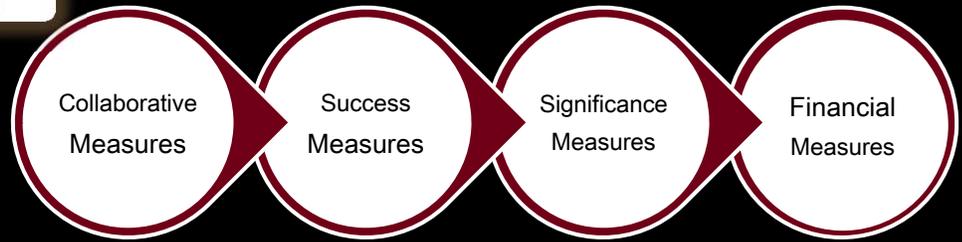




**Ohio**  
**Local Government**  
 Innovation Fund



## Round 5: Application Form

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

Lead Agency	
Project Name	
Type of Request	
Request Amount	
<a href="#">JobsOhio Region</a>	
Number of Collaborative Partners (including lead agency)	
Project Approach	
Project Type	



**Development  
 Services Agency**

Website: [http://development.ohio.gov/cs/cs\\_localgovfund.htm](http://development.ohio.gov/cs/cs_localgovfund.htm)

E-mail: [LGIF@development.ohio.gov](mailto:LGIF@development.ohio.gov)

Phone: 614 | 995 2292

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

Instructions	
<ul style="list-style-type: none"> <li>• Make sure to answer each question appropriately in the space provided, not exceeding the space allowed by the answer box.</li> <li>• Examples of completed applications are available on the LGIF website, found here:  <a href="http://development.ohio.gov/cs/cs_localgovfund.htm">http://development.ohio.gov/cs/cs_localgovfund.htm</a></li> </ul>	

Lead Agency			
Mailing Address:	Name:		
	Street Address:		
	City:		
	Zip:		
In what county is the lead agency located?			
<table border="1"> <tr> <td><a href="#">Ohio House District:</a></td> <td><a href="#">Ohio Senate District:</a></td> </tr> </table>		<a href="#">Ohio House District:</a>	<a href="#">Ohio Senate District:</a>
<a href="#">Ohio House District:</a>	<a href="#">Ohio Senate District:</a>		

Section 1  
Contacts

Project Contact		
Please provide information about the individual who should be contacted regarding this application.		
Mailing Address:	Name:	Title:
	Street Address:	
	City:	
	Zip:	
Email Address:	Phone Number:	

Fiscal Agency:		
Please provide information for the entity and individual serving as the fiscal agent for the project.		
Mailing Address:	Fiscal Agency:	
	Fiscal Officer:	Title:
	Street Address:	
	City:	
	Zip:	

Population		
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	
Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents?	Yes	No
	List Entity	

Single Applicant		
Is your organization applying as a single entity?	Yes	No

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

**Collaborative Partners**

Does the proposal include collaborative partners?	Yes	No
---	-----	----

Applicants applying with collaborative partners are required to show proof of the partnership with a signed partnership agreement and a resolution of support from each of the partner's governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. These documents must be received by the end of the cure period in order for each entity to count as a collaborative partner for the purposes of this application.

**Nature of the Partnership**

As agreed upon in the signed partnership agreement, please identify the nature of the partnership with an explanation of how the lead agency and collaborative partners will work together on the proposed project.

Section 2  
Collaborative Partners

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

**List of Partners**

Please use the following space to list each collaborative partner who is participating in the project and is providing BOTH a resolution of support for the Local Government Innovation Fund application and has signed the partnership agreement.

Collaborative Partner # 1	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 2	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 3	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 4	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 5	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 6	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Section 2 Collaborative Partners

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

Collaborative Partner # 7	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 8	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 9	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 10	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 11	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 12	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 13	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Section 2 Collaborative Partners

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

**Project Information**

Provide a general description of the project, including a description of the final work product derived from the grant study or loan implementation project. This information may be used for council briefings, program and marketing materials.

Section 3

Project Information

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

Project Information		
Has this project been submitted for consideration in previous LGIF Rounds?	Yes	No
If yes, in which Round(s)?		
What was the project name?		
What entity was the lead applicant?		

Past Success		
Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger (5 points).		
Applicant demonstrates Past Success	Yes	No

Section 3

Project Information

Scalable		
Provide a summary of how the applicant's proposal can be scaled for the inclusion of other entities (5 points).		
Applicant demonstrates a Scalable project	Yes	No

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

Replicable		
Provide a summary of how the applicant's proposal can be replicated by other entities. A replicable project should include a component that another entity could use as a tool to implement a similar project (5 points).		
Applicant demonstrates a Replicable project	Yes	No

Section 3  
Project Information

Probability of Success		
Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting an implementation loan should provide a summary of the probability of savings from the loan request (5 points).		
Applicant demonstrates Probability of Success	Yes	No

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

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

Section 3  
Project Information

<b>Economic Impact</b>		
<p>Provide a summary of how the proposal will promote a business environment through a private sector partner (5 points) and/or provide for community attraction (3 points).</p>		
Applicant demonstrates Economic Impact	Yes	No

<b>Lead Applicant</b>		<b>Round 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

<b>Response to Economic Demand</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 and future expected service level needs (5 points).</p>		
Applicant demonstrates Response to Economic Demand	Yes	No

Section 3  
Project Information

## 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

#### Project Budget:

- The Project Budget should detail expenses related to the grant or loan project.
- 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 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.
- Total Sources must equal Total Uses. Include staff time and other in-kind matches in the Total Uses section of the budget.

#### Program Budget

- Use the Program Budget to outline the costs associated with the implementation of the program in your community.
- 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 changes in expenses and revenues, 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 Program Budget 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).

Lead Applicant		Round 5	
Project Name		Type of Request	

**Project Budget**

Use this space to outline all sources of funds and the uses of those funds. Both sections should include all funds related to the project, including in-kind match contributions. Use the project budget narrative on the next page to justify the project budget, and indicate the line items for which the grant will be used.

Sources of Funds

LGIF Request:

Cash Match (List Sources Below):

Source:	<input type="text"/>

In-Kind Match (List Sources Below):

Source:	<input type="text"/>
Source:	<input type="text"/>
Source:	<input type="text"/>

Total Match:

Total Sources:

Uses of Funds

	Amount	Revenue Source
Consultant Fees:	<input type="text"/>	<input type="text"/>
Legal Fees:	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input type="text"/>
Other: _____	<input type="text"/>	<input 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)

Section 4  
Financial Information

Lead Applicant		Round 5	
Project Name		Type of Request	

Project Budget Narrative: Use this space to justify any expenses that are not self-explanatory.

Section 4  
Financial Information

Lead Applicant		Round 5	
Project Name		Type of Request	

**Program Budget**

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

Lead Applicant		Round 5	
Project Name		Type of Request	

**Program Budget**

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

Lead Applicant		Round 5
Project Name		Type of Request

**Program Budget**

Use this space to justify your program budget and/or explain any assumptions used for the budget projections. These projections should be based on research, case studies, or industry standards and include a thoughtful justification.

**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 5</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 your project. Check the box of the formula that you are using to determine your ROI. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from your project?

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

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

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

Do you expect some combination of savings, cost avoidance, or increased revenue as a result of your project/program? (Total Gains combines \$ Saved, Costs Avoided, and New Revenue)

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

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

Expected Return on Investment is:

Less than 25% (10 points)
25%-75% (20 points)
Greater than 25% (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 5</b>	
<b>Project Name</b>		<b>Type of Request</b>	

Return on Investment Justification Narrative: In the space below, describe the nature of the expected return on investment, providing justification for the numbers presented in the ROI calculation. This calculation should be based on the savings, cost avoidance, or increased revenues shown in the program budgets on the preceding pages. Use references when appropriate to justify assumptions used for cost projections.

Section 4  
Financial Information

Lead Applicant		Round 5	
Project Name		Type of Request	

**Loan Repayment Structure**

Please outline your 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 their 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)
--	---

Lead Applicant		Round 5	
Project Name		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</b>	Applicant's proposal can be scaled for the inclusion of other entities.	5		
<b>Replicable</b>	Applicant's proposal can be replicated by other local governments.	5		
<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 promote a 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		

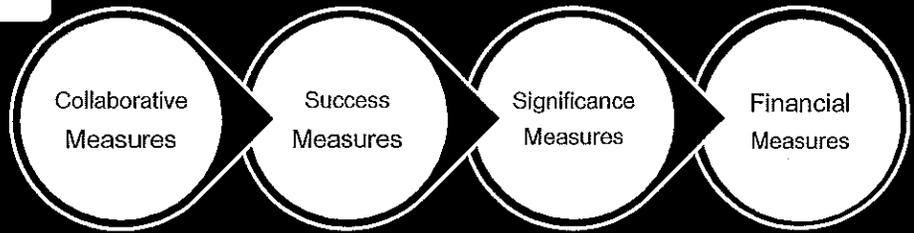
### Section 4: Financial Measures

<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		

<b>Total Points</b>				
---------------------	--	--	--	--



**Ohio**  
**Local Government**  
**Innovation Fund**



## Round 5: Application Form

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 Agency</b>	City of Piqua
<b>Project Name</b>	Western Ohio Operations Center
<b>Type of Request</b>	Grant
<b>Request Amount</b>	\$100,000.00
<b>JobsOhio Region</b>	Western
<b>Number of Collaborative Partners</b> <small>(including lead agency)</small>	5
<b>Project Approach</b>	Shared Services
<b>Project Type</b>	Public Works

**Ohio** | **Development Services Agency**

Website: [http://development.ohio.gov/cs/cs\\_localgovfund.htm](http://development.ohio.gov/cs/cs_localgovfund.htm)

E-mail: [LGIF@development.ohio.gov](mailto:LGIF@development.ohio.gov)

Phone: 614 | 995 2292

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b> Grant

**Instructions**

- Make sure to answer each question appropriately in the space provided, not exceeding the space allowed by the answer box.
- Examples of completed applications are available on the LGIF website, found here:  
[http://development.ohio.gov/cs/cs\\_localgovfund.htm](http://development.ohio.gov/cs/cs_localgovfund.htm)

Lead Agency	
<b>Mailing Address:</b>	Name: City of Piqua
	Street Address: 201 West Water Street
	City: Piqua
	Zip: 45356
In what county is the lead agency located? Miami	
Ohio House District: 80th	Ohio Senate District: 5th

Section 1  
Contact

Project Contact		
Please provide information about the individual who should be contacted regarding this application.		
<b>Mailing Address:</b>	Name: Gary A. Huff	Title: City Manager
	Street Address: 201 West Water Street	
	City: Piqua	
	Zip: 45356	
Email Address: ghuff@piquaoh.org	Phone Number: (937) 778-2051	

Fiscal Agency:		
Please provide information for the entity and individual serving as the fiscal agent for the project.		
<b>Mailing Address:</b>	Fiscal Agency: City of Piqua	
	Fiscal Officer: Cynthia Holtzapple	Title: Finance Director
	Street Address: 201 West Water Street	
	City: Piqua	
	Zip: 45356	

Population	
Does the applicant (or collaborative partner) represent a city, township, or village with a population of less than 20,000 residents?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	List Entity
Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	List Entity
	City of Piqua (Miami County)

Single Applicant	
Is your organization applying as a single entity?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

**Collaborative Partners**

Does the proposal include collaborative partners?       Yes       No

Applicants applying with collaborative partners are required to show proof of the partnership with a signed partnership agreement and a resolution of support from each of the partner's governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. These documents must be received by the end of the cure period in order for each entity to count as a collaborative partner for the purposes of this application.

**Nature of the Partnership**

As agreed upon in the signed partnership agreement, please identify the nature of the partnership with an explanation of how the lead agency and collaborative partners will work together on the proposed project.

Each of the six partners identified have shown a desire to be more effective and efficient in their work, especially when it comes to issues dealing with vehicle maintenance and operations. The City of Piqua is leading this effort since the proposed site for the Western Ohio Operation Center (WOOC) would more than likely be located within the community, given the central location of the City of Piqua between all collaborative partners. The WOOC Feasibility Study will look for and rank all potential sites for the operations center.

The innovative nature of this project lies in the fact that many different public sector organizations have expressed a strong desire to participate in the feasibility study of WOOC. Participating jurisdictions represent local, village and city school districts, state government agencies and a municipality; together, this effort represents a unique combination of agencies that will strive to provide the best service to residents throughout the Western Ohio Region.

The City of Piqua will undertake the feasibility study of WOOC, seeking to utilize funding from the Local Government Innovation Fund, provided by the Ohio Development Services Agency. While the City has not received Local Government Innovation Funds in the past, it has taken advantage of many ODSA programs and has a long track record of success working the agency in meeting agreed upon goals and objectives. The City of Piqua will keep all members of the partnership aware of the progress of WOOC and the feasibility study will provide all necessary guidance on staffing, governance and other issues that will be discussed by members of the partnership. That being said, the City of Piqua is ready and able to take all necessary actions to ensure that WOOC is a successful program that can bring different agencies together to ensure cost effectiveness and efficiency for our residents and stakeholders from all our participating jurisdictions.

Section 2  
Collaborative Partners

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b> Grant

**List of Partners**

Please use the following space to list each collaborative partner who is participating in the project and is providing BOTH a resolution of support for the Local Government Innovation Fund application and has signed the partnership agreement.

Collaborative Partner # 1	
Mailing Address:	Name: Piqua City School District
	Street Address: 719 East Ash Street
	City: Piqua
	Zip: 45356

Collaborative Partner # 2	
Mailing Address:	Name: Ohio Department of Transportation - District 7
	Street Address: 1001 Saint Mary's Avenue
	City: Sidney
	Zip: 45365

Collaborative Partner # 3	
Mailing Address:	Name: Miami East Local School District
	Street Address: 3825 North State Route 589
	City: Casstown
	Zip: 45312

Collaborative Partner # 4	
Mailing Address:	Name: Covington Exempted Village School District
	Street Address: 25 Grant Street
	City: Covington
	Zip: 45318

Collaborative Partner # 5	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 6	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Section 2 Collaborative Partners

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

Collaborative Partner # 7	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 8	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 9	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 10	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 11	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 12	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Collaborative Partner # 13	
Mailing Address:	Name:
	Street Address:
	City:
	Zip:

Section 2 Collaborative Partners

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

**Project Information**

Provide a general description of the project, including a description of the final work product derived from the grant study or loan implementation project. This information may be used for council briefings, program and marketing materials.

The City of Piqua, along with the other participating jurisdictions of the partnership, are seeking Local Government Innovation Funds to seek a feasibility study on the development and implementation of the Western Ohio Operations Center. Ideally, this center will provide comprehensive vehicle repair and provide serve as a multi-purpose operations center for members of the consortium. The City of Piqua, Piqua City School District and Ohio Department of Transportation District Seven have indicated that they expect WOVMOC to provide a central location for their operations, such as housing offices and equipment that are used by all three agencies. The Covington Exempted Village School District and Miami East Local School District have each indicated that they want to be a part of WOOC to provide maintenance and repair on their vehicles and other motor equipment. Other jurisdictions such as the Village of Covington and the Ohio State Highway Patrol - Piqua Post, have been invited to participate in this project as well.

The feasibility study that is being requested through this funding would look at different aspects of the proposed project. First, the study would determine the best option to determine the governing structure and the management of the Western Ohio Operations Center. Second, the study would determine the site needs of the center and how the site should be configured to meet the needs of all members of the consortium. Third, the study would determine the staffing needs of the center, including the skills and credentials necessary for staff members to possess. This particular study will also identify sites in the community that would made an excellent location for the Western Ohio Operations Center and provide recommendations for which sites to locate. Additionally, the study would help determine if it is in the best interest to contract the services of the facility out to an existing private sector vendor, or to staff this facility using existing public sector employees or hire new employees. Finally, the feasibility study will provide information on the costs of operating the center and provide guidance on costs structure for services and necessary services that need to be provided by the center to make the center feasible.

Section 3  
Project Information

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

Project Information	
Has this project been submitted for consideration in previous LGIF Rounds?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, in which Round(s)?	
What was the project name?	
What entity was the lead applicant?	

Past Success	
Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger (5 points).	
<p>The City Manager of the City of Piqua will play leading role in the success of this project. In his work in a previous community, the City Manager was involved with creating a successful shard vehicle maintenance facility between a county and a school district and a road chemicals storage facility between a town and university. Both of these projects were implemented in Virginia.</p>	
Applicant demonstrates Past Success	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Scalable	
Provide a summary of how the applicant's proposal can be scaled for the inclusion of other entities (5 points).	
<p>The services provided by the Western Ohio Operations Center (WOOC) would be of benefit to multiple government entities, such as other cities and villages, townships, counties, school districts and other state agencies. Ideally, these services, most notably vehicle repair and maintenance, would provide these services at a reduced cost.</p>	
Applicant demonstrates a Scalable project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Section 3  
Project Information

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

**Replicable**

Provide a summary of how the applicant's proposal can be replicated by other entities. A replicable project should include a component that another entity could use as a tool to implement a similar project (5 points).

The consortium partners believe that the Western Ohio Vehicle Maintenance and Operation Center can be a replicable model for other areas throughout the state, primarily counties. Having a regional consortium to deal with vehicle maintenance and service can help reduce costs to all local governments while providing an excellent service to these governments, since these facilities would be centrally located and have the necessary skills and credentials available to participating jurisdictions. A shared operation center between the participating agencies will allow for the sharing of new innovative techniques, infinite possibilities for shared purchasing and unified dispatch of resources, when required.

Applicant demonstrates a Replicable project  Yes  No

Section 3  
Project Information

**Probability of Success**

Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting an implementation loan should provide a summary of the probability of savings from the loan request (5 points).

While all participating agencies of the partnership are fully aware that this request is for a study, each jurisdiction believes that the Western Ohio Vehicle Maintenance and Operation Center can be successful. Each of these agencies believe that by having an accessible and cost effective vehicle maintenance and operations center would allow for less costs and less repair times for those using the facility for vehicle repair. A shared operation center between the participating agencies will allow for the sharing of new innovative techniques, infinite possibilities for shared purchasing and unified dispatch of resources, when required.

Applicant demonstrates Probability of Success  Yes  No

<b>Lead/Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

Performance Audit/Cost Benchmarking	
<p>If the project is the result of recommendations from a prior performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code, or is informed by a previous cost benchmarking study, please attach a copy with the supporting documents. In the section below, provide a summary of the performance audit findings or cost benchmarking study results (5 points).</p>	
<p>The City of Piqua is a participant in the International City/County Management Association's (ICMA) Center for Performance Management (CPM). These data sets are compiled by ICMA annually and provides participating jurisdictions accurate and timely data to compare their service delivery metrics to in relation to other communities throughout the United States. These data sets have been used by numerous communities, including the City of Piqua, to adjust service delivery.</p> <p>In 2011, the City of Piqua participated in this survey and given the disjointed method of vehicle maintenance, it was very difficult to ascertain how efficient the City of Piqua was at delivering fleet management goal as a whole. Fortunately, many individual departments participated and the trends are mixed. Overall, the city's public works department held costs in check, expending roughly \$448 in maintenance per vehicle, which was much less than the average of \$1,201 per vehicle by all CPM participants. Conversely, the City of Piqua's Fire Department spent nearly \$5,05 per vehicle mile in maintenance, which was over double the average of \$2.37 per mile. These wide swings in efficiency has been a major driver in preparing this application.</p> <p>The full results from the 2011 Center for Performance Management Fleet Management Survey data sets are attached elsewhere to this application.</p>	
<p>Prior Performance Audit or Cost Benchmarking <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	

Section 3  
Project Information

Economic Impact	
<p>Provide a summary of how the proposal will promote a business environment through a private sector partner (5 points) and/or provide for community attraction (3 points).</p>	
<p>In the feasibility study being proposed, those conducting the study will be tasked to determine whether the services that are outlined in this request can be provided by a private sector contractor that will meet the necessary the levels of service that are required by the participating agencies. Even if these services can not be provided by private sector providers, this new center will at least increase employment within the City of Piqua and have a positive impact on the local economy. It is anticipated that the Western Ohio Operations Center can provide significant cost savings for the local jurisdictions that are participating in the system. The center could also easily spur additional development on the corridor where the center is located.</p>	
<p>Applicant demonstrates Economic Impact <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

**Response to Economic Demand**

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 and future expected service level needs (5 points).

Currently, each of the participating agencies have separate operation facilities and/or have costly contracts for vehicle repair and maintenance. The City of Piqua has outgrown their current facilities to house their public works, parks and streets equipment and has found value having all assets in one central location. The Ohio Department of Transportation District Seven office, currently located in Sidney has shown a desire to be in a more centralized location within the district, which will allow for better response when services are requested. All participating agencies have lamented that the current environment for vehicle repair and maintenance is not meeting needs. All of these agencies have stated that there is no one local option to have all repairs done at one location. There is a disparate patchwork of service providers that do not provide the full services necessary and specialized work can only be done performed by some firms out of the region. By sharing resources, the participating agencies believe that they can drive down their internal costs while receiving a better service. Centralizing operations will provide cost savings as a result of economies of scale and combined operations save on costs including personnel, supplies, equipment and purchasing.

Section 3  
Project Information

Applicant demonstrates Response to Economic Demand  Yes  No

## 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

#### Project Budget:

- The Project Budget should detail expenses related to the grant or loan project.
- 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 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.
- Total Sources must equal Total Uses. Include staff time and other in-kind matches in the Total Uses section of the budget.

#### Program Budget

- Use the Program Budget to outline the costs associated with the implementation of the program in your community.
- 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 changes in expenses and revenues, 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 Program Budget 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).

Lead Applicant	City of Piqua	Round 5
Project Name	Western Ohio Operations	Type of Request: Grant

**Project Budget**

Use this space to outline all sources of funds and the uses of those funds. Both sections should include all funds related to the project, including in-kind match contributions. Use the project budget narrative on the next page to justify the project budget, and indicate the line items for which the grant will be used.

<b>Sources of Funds</b>		
LGIF Request:	\$100,000	
Cash Match (List Sources Below):		
Source:		
In-Kind Match (List Sources Below):		
Source: City of Piqua	\$18,200	
Source:		
Source:		
Total Match:	\$18,200	
Total Sources:	\$118,200	
<b>Uses of Funds</b>		
	<b>Amount</b>	<b>Revenue Source</b>
Consultant Fees:	\$100,000	LGIF Round 5 Request
Legal Fees:		
Other: Project Management	\$18,200	City of Piqua
Other:		
Total Uses:	\$118,200	
Local Match Percentage:	15%	
		* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Section 4  
Financial Information

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)

Lead Applicant	City of Piqua	Round 5	
Project Name	Western Ohio Operations Center	Type of Request	Grant

Project Budget Narrative: Use this space to justify any expenses that are not self-explanatory.

The City of Piqua, on behalf of the Western Ohio Operations Center, will apply for the funding and will manage the project. The project will be managed by the City of Piqua's Development Program Manager, in which \$18,200 of the position's time is being listed as an in-kind contribution to the project. This request is for a grant in the amount of \$100,000 for the implementation study.

Since the implementation study has not been complete, it is very difficult to pinpoint exact costs for the implementation of the shared operation center. To that end, the City of Piqua has estimated that running the facility will have an approximate cost of \$1.25 million shared between the five partners in the facility (approximate cost of \$250,000 per participating agency).

It is anticipated that most of the services will be contract services where agencies will pool resources together to get the best costs available for fleet management and maintenance issues. Other costs include salary and benefits, insurance, evaluation and administration of the center. The first year will have a large capital expenditure which will be used for the purchase and development of a site to house the location, which will be in the City of Piqua.

This project is based upon a similar project that was implemented in Fishers, Indiana. In Fishers, the municipality saved over \$275,000 per year on vehicle maintenance through a shared operations center. It is expected that the other committed state and local partners will realize similar savings, estimated at \$250,000 per year..

Section 4

Financial Information

Lead Applicant: City of Piqua  
 Project Name: Western Ohio Operations Center

Grant

		Program Budget	
Actual	Projected <input checked="" type="checkbox"/>	FY_2013	FY_2014
		Total Program Expenses	Total Program Expenses
Expenses:			
Salary and Benefits		\$18,200	\$150,000
Contract Services			\$750,000
Occupancy (rent, utilities, maintenance)			\$200,000
Training & Professional Development			
Insurance			\$50,000
Travel			
Capital & Equipment Expenses			\$400,000
Supplies, Printing, Copying & Postage			
Evaluation			\$50,000
Marketing			
Conferences, meetings, etc.			
Administration			\$50,000
*Other - Implementation Study		\$100,000	
*Other -			
*Other -			
<b>TOTAL EXPENSES</b>		<b>\$118,200</b>	<b>\$1,250,000</b>
		Revenues	Revenues
Contributions, Gifts, Grants, & Earned Revenue			
Local Government: City of Piqua		\$18,200	\$250,000
Local Government: Other Partners			\$1,000,000
Local Government:			
State Government		\$100,000	
Federal Government			
*Other -			
*Other -			
*Other -			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>		<b>\$118,200</b>	<b>\$1,250,000</b>

		Program Budget		
		FY 2016	FY 2017	FY 2018
Actual <input type="checkbox"/> Projected <input checked="" type="checkbox"/>	Expenses	Total Program Expenses	Total Program Expenses	Total Program Expenses
	Salary and Benefits	\$100,000	\$100,000	\$100,000
	Contract Services	\$750,000	\$750,000	\$750,000
	Occupancy (rent, utilities, maintenance)	\$200,000	\$200,000	\$200,000
	Training & Professional Development			
	Insurance	\$50,000	\$50,000	\$50,000
	Travel			
	Capital & Equipment Expenses			
	Supplies, Printing, Copying & Postage			
	Evaluation	\$50,000	\$50,000	\$50,000
	Marketing			
	Conferences, meetings, etc.			
	Administration			
	*Other -			
	*Other -			
	*Other -			
	<b>TOTAL EXPENSES</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
		Revenues	Revenues	Revenues
	Contributions, Gifts, & Earned Revenue			
	Local Government: City of Piqua	\$250,000	\$250,000	\$250,000
	Local Government: Other Partners	\$1,000,000	\$1,000,000	\$1,000,000
	Local Government:			
	State Government			
	Federal Government			
	*Other -			
	*Other -			
	*Other -			
	Membership Income			
	Program Service Fees			
	Investment Income			
	<b>TOTAL REVENUES</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>

Lead Applicant	City of Piqua	Round 5
Project Name	Western Ohio Operations Center	Grant

**Program Budget**

Use this space to justify your program budget and/or explain any assumptions used for the budget projections. These projections should be based on research, case studies, or industry standards and include a thoughtful justification.

The City of Piqua, on behalf of the Western Ohio Vehicle Maintenance and Operations Center, will apply for the funding and will manage the project. The project will be managed by the City of Piqua's Development Program Manager, in which \$18,200 of the position's time is being listed as an in-kind contribution to the project. This request is for a grant in the amount of \$100,000 for the implementation study. Since the implementation study has not been complete, it is very difficult to pinpoint exact costs for the implementation of the shared operation center. To that end, the City of Piqua has estimated that running the facility will have an approximate cost of \$1.25 million shared between the five partners in the facility (approximate cost of \$250,000 per participating agency).

It is anticipated that most of the services will be contract services where agencies will pool resources together to get the best costs available for fleet management and maintenance issues. Other costs include salary and benefits, insurance, evaluation and administration of the center. The first year will have a large capital expenditure which will be used for the purchase and development of a site to house the location, which will be in the City of Piqua.

This project is based upon a similar project that was implemented in Blacksburg, Virginia.

**Section 4: Financial Information Scoring**

<input type="checkbox"/>	(5 points) Applicant provided complete and accurate budget information and narrative justification for a total of six fiscal years.
<input type="checkbox"/>	(3 points) Applicant provided complete and accurate budget information and for at least three fiscal years.
<input checked="" type="checkbox"/>	(1 point) Applicant provided complete and accurate budget information for less than three fiscal years.

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

**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 your project. Check the box of the formula that you are using to determine your ROI. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from your project?  
 Use this formula:  $\frac{\text{Total \$ Saved}}{\text{Total Program Costs}} * 100 = \text{ROI}$

Do you expect cost avoidance from the implementation of your 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 your project/program?  
 Use this formula:  $\frac{\text{Total New Revenue}}{\text{Total Program Costs}} * 100 = \text{ROI}$

Do you expect some combination of savings, cost avoidance, or increased revenue as a result of your project/program? (Total Gains combines \$ Saved, Costs Avoided, and New Revenue)  
 Use this formula:  $\frac{\text{Total Gains}}{\text{Total Program Costs}} * 100 = \text{ROI}$

Expected Return on Investment =  $\frac{\$1,250,000}{\$118,200} * 100 = 1,058\%$

Expected Return on Investment is:

<input type="checkbox"/> Less than 25% (10 points)	<input type="checkbox"/> 25%-75% (20 points)	<input checked="" type="checkbox"/> Greater than 25% (30 points)
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Questions about how to calculate ROI? Please contact the Office of Redevelopment at 614-995-2292 or

lgif@development.ohio.gov

Section 4  
Financial Information

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

**Return on Investment Justification Narrative:** In the space below, describe the nature of the expected return on investment, providing justification for the numbers presented in the ROI calculation. This calculation should be based on the savings, cost avoidance, or increased revenues shown in the program budgets on the preceding pages. Use references when appropriate to justify assumptions used for cost projections.

Given the fact that this is an implementation study, there is no clear Return on Investment at this time. However, as a similar project was undertaken in Blacksburg, Virginia, it was determined that each local agency that used the facility, on average saved \$275,000 a year in costs. At this point, the City of Piqua has conservatively estimated that the saved cost for each agency is expected to be \$250,000 a year. In that center, much like the one being proposed by the City of Piqua, local government agencies, including local school districts, developed a joint operating center for the maintenance and management of fleet and assets. The City of Piqua believes that a feasibility study will help demonstrate that substantial cost savings can be realized not only by the City of Piqua, but all participating members in the Western Ohio Operations Center.

Section 4

Financial Information

<b>Lead Applicant:</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name:</b>	Western Ohio Operations Center	<b>Type of Request:</b>	Grant

Please outline your 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 their 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.

Not Applicable.

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)

<b>Lead Applicant</b>	City of Piqua	<b>Round 5</b>	
<b>Project Name</b>	Western Ohio Operations Center	<b>Type of Request</b>	Grant

## Scoring Overview

### Section 1: Collaborative Measures

Collaborative Measures	Description	Max Points	Applicant Self Score
Population	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	5
Participating Entities	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	5

### Section 2: Success Measures

Past Success	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	5
Scalable	Applicant's proposal can be scaled for the inclusion of other entities.	5	5
Replicable	Applicant's proposal can be replicated by other local governments.	5	5
Probability of Success	Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.	5	5

### Section 3: Significance Measures

Performance Audit Implementation/Cost Benchmarking	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	5
Economic Impact	Applicant demonstrates the project will promote a 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	5
Response to Economic Demand	The project responds to current substantial changes in economic demand for local or regional government services.	5	5

### Section 4: Financial Measures

Financial Information	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	1
Local Match	Percentage of local matching funds being contributed to the project. This may include in-kind contributions.	5	1
Expected Return	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	30
Repayment Structure (Loan Only)	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	0

**Total Points**      **77**

RESOLUTION NO. R-58-13

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO FILE AN APPLICATION TO THE LOCAL GOVERNMENT INNOVATION FUND FOR THE FUNDING OF A FEASIBILITY STUDY FOR A SHARED SERVICE FACILITY**

WHEREAS, the State of Ohio has encouraged all forms of local government to collaborate to investigate innovative practices; and

WHEREAS, the State of Ohio has offered the Local Government Innovation Fund; and

WHEREAS, the City of Piqua, with the cooperation of other collaborative partners have developed a proposal to the Local Government Innovation Fund for the funding of a feasibility study for a shared service facility; and

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that

SEC. 1: The City Manager is authorized to file an application to the Local Government Innovation Fund for funding for a feasibility study for a shared service facility.

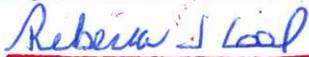
SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

  
LUCINDA L. FESS, MAYOR

PASSED: April 16, 2013

ATTEST: Rebecca J. Cool  
REBECCA J. COOL  
CLERK OF COMMISSION

I, the undersigned Clerk of the City Commission of the City of Piqua, Ohio do hereby certify that the above Resolution R-58-13 is a true, accurate and correct copy of Resolution R-58-13 passed by the Commission of the City of Piqua, Ohio, on the 16 day of April, 2013

  
CLERK OF COMMISSION

MEMORANDUM OF UNDERSTANDING  
LOCAL GOVERNMENT INNOVATION FUND  
WESTERN OHIO OPERATION CENTER

This Memorandum of Understanding (MOU) is entered into this 11<sup>th</sup> day of April, 2013 between the City of Piqua, 201 West Water Street, Piqua, OH 45356, the Ohio Department of Transportation, District Seven Office, 1001 St. Mary's Avenue, Sidney, OH 45365, the Piqua City School District, 719 East Ash Street, Piqua, OH 45356, the Miami East Local School District, 3825 North State Route 589, Casstown, OH 45312 and the Covington Exempted Village School District, 25 Grant Street, Covington, OH 45318.

Whereas, the City of Piqua, as of the date of this agreement has proposed for all parties involved to participate in a feasibility study for a combined fleet maintenance and operations center to be paid for through funding requested through the State of Ohio's Local Government Innovation Fund, and

Whereas, the City of Piqua, has agreed to be the applicant agency and lead agency for the Local Government Innovation Fund, therefore,

BE IT UNDERSTOOD BY ALL PARTIES, whose signatures are set below that,

Part 1. All parties allow the City of Piqua to apply for and be the lead agency for all funding being requested and received from the Local Government Innovation Fund.

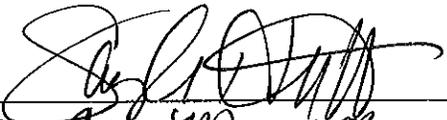
Part 2. All parties agree to provide the City of Piqua, all information necessary in order to make a competitive application to the Local Government Innovation Fund.

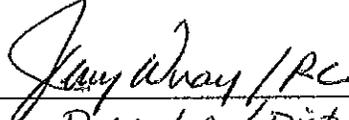
Part 3. Upon receipt of funds, all parties agree to actively participate and support the development of a feasibility study to determine the cost savings that can be achieved by the parties by having operational services combined in one location.

Witness our hands, the day and year first above written.

CITY OF PIQUA

OHIO DEPARTMENT OF  
TRANSPORTATION - DISTRICT VII

  
By: City Manager  
Date: 4-18-13

  
By: Director / Dist. Dep. Dir.  
Date: 4-16-13

PIQUA CITY SCHOOL DISTRICT

Robert M. Hayes  
By: Superintendent  
Date: 4-17-13

MIAMI EAST LOCAL SCHOOL DISTRICT

\_\_\_\_\_  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

COVINGTON EXEMPTED VILLAGE SCHOOL DISTRICT

\_\_\_\_\_  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

PIQUA CITY SCHOOL DISTRICT

MIAMI EAST LOCAL SCHOOL  
DISTRICT

\_\_\_\_\_  
By: \_\_\_\_\_

Date: \_\_\_\_\_

  
\_\_\_\_\_

By: Todd Kappold

Date: April 10, 2013

COVINGTON EXEMPTED VILLAGE  
SCHOOL DISTRICT

\_\_\_\_\_  
By: \_\_\_\_\_

Date: \_\_\_\_\_

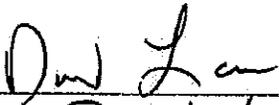
PIQUA CITY SCHOOL DISTRICT

MIAMI EAST LOCAL SCHOOL  
DISTRICT

\_\_\_\_\_  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

COVINGTON EXEMPTED VILLAGE  
SCHOOL DISTRICT

  
\_\_\_\_\_  
By: David Larson  
Date: 4-17-13