



Economic Development Fund FY23 Application

Introduction

The City of Cedar Falls through its Economic Development Fund Review Committee is accepting requests for funding programs or projects that significantly contribute to and/or promote economic development in Cedar Falls.

Eligibility

To qualify to receive funds the applicant must be a private, non-profit organization organized and existing under Iowa Law.

Purpose

The Cedar Falls Economic Development Fund is established to facilitate the City Council Organizational Goal of “creating an environment conducive to economic development.” Eligible programs or projects must significantly contribute to and/or promote economic development, the creation of quality employment opportunities, and/or increase taxable valuation in Cedar Falls. The City of Cedar Falls will be looking at each program’s/project’s potential impact on the community and how it compliments existing economic development efforts in Cedar Falls.

Please keep in mind that the emphasis of the Economic Development Fund is direct job creation and taxable valuation increase tied to a specific program(s) or project(s). Large capital projects generally do not fall within the funding scope of the Economic Development Fund and should be requested through the City’s annual Capital Improvements Program (CIP) process.

Funding

Organization’s program(s) or project(s) will be funded for one year only. Successful applicants are not guaranteed future funding. Funding recommendations will be at the discretion of the Economic Development Fund Review Committee with final approval by the Cedar Falls City Council.

If your agency’s program(s) or project(s) is funded, grant recipients will be required to submit semiannual status reports outlining activities and accomplishments for City Fiscal Year 2023. These reports must be submitted to the Economic Development Fund Review Committee and failure to submit the appropriate semiannual accomplishment reports may result in your organization/project(s) being ineligible for future funding.

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Application Instructions

The City of Cedar Falls Economic Development Review Committee must receive all applications no later than 4:00 p.m. on December 10, 2021. Late applications will not be considered. Please submit all application materials electronically to Shane.Graham@cedarfalls.com and one hard copy to:

Cedar Falls Economic Development Fund Review Committee
c/o Shane Graham, Economic Development Coordinator
220 Clay Street
Cedar Falls, Iowa 50613
(319) 273-8600

1. **General Information** (Applications must be typewritten. Use a separate sheet of paper, if necessary):

Name of organization: _____

Name of program(s)/project(s): _____

Contact person: _____ E-mail: _____

Address of organization or person completing application:

Street: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

2. What is the mission of your organization?
3. How long has the organization been in existence?
4. If any funding will be used for staffing purposes, please list what staff members would utilize the funding, and also provide a detailed description indicating how the funds would

be utilized .

- 5. If city funds were awarded to your organization in the previous year, please indicate the amount and provide a detailed description of how the money was used (attach any appropriate materials).

- 6. Please state the amount of your request and provide a description of the proposed program(s) or project(s). If funding will be used for staff support or programming, please describe the specific program. Please include an organizational budget and a program/project budget (including other funding sources). Any other information that will help illustrate your project or request is encouraged.

BUDGET SUMMARY :

Total Program/ Project Cost \$ _____

Additional Funding Sources \$ _____
(this grant cannot be the sole source)

In Kind Services \$ _____

Economic Development Fund Request \$ _____

Project	Description	Estimated Cost
	Total	\$

- 7. If the requested funding will be utilized for a program please outline what criteria will be used by your organization to determine eligible projects.

8. Describe how your organization's program(s)/ project(s) will, if funded, promote economic development in Cedar Falls.

9. Who is the target market of your organization's program(s)/ project(s) and what anticipated impact will your program(s) /project (s) have?

10. What tangible goals will your program(s)/project(s) achieve with the help of this grant and how do you plan to measure its success?

11. Please supply any additional information you believe will strengthen your application.

12. Please attach the following to the application:
 - Proof of liability insurance;
 - Proof of tax-exempt status under the Internal Revenue Service Revenue Code;
 - List of current board of directors and officers.

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I have reviewed this Application for Grant Funds from the City of Cedar Falls. To the best of my knowledge, the information contained in this application and its attachments is accurate and complete.

The Economic Development Fund award is to be used for the express purpose as stated in the Grant Application. I, the undersigned, know full and well that if this program/project does not transpire, the recommendation by the Economic Development Fund Review Committee for funding will be withdrawn. My organization will be responsible for refunding any portion of funds already received.

Signature of Applicant

Date

*An electronic version of the Application is available upon request.

**Applications submitted after the deadline will not be accepted.

***Since funding from this grant program is uncertain, please do not rely on this grant as part of your annual operating budget. Application with incomplete information may jeopardize funding.