

FORMAT FOR SUBMISSION OF PROJECT PROPOSALS
FOR INCLUSION IN TIOGA COUNTY
3 YEAR SMALL COMMUNITIES PROGRAM

Your proposal **must include** the following:

1. NAME OF APPLICANT
2. ADDRESS
3. CONTACT PERSON AND PHONE NUMBER
4. PROJECT DESCRIPTION: Describe the activity sufficiently to demonstrate that it is an eligible activity and that its scope is adequate to meet the identified needs and beneficiaries. Particular attention must be focused on the impact the proposed solution will have upon low and moderate income persons.
5. TOTAL PROJECTS COST: Cost amounts should realistically reflect Inflationary increases if project is planned for startup in 2017 or 2018.
6. TOTAL AMOUNT OF SCP FUNDS REQUESTED BASED ON COST ANALYSIS.
7. IDENTIFY OTHER FUNDS AVAILABLE FOR PROJECT AND SPECIFIC LEVEL OF COMMITMENT: Other funding sources can include but are not limited to: Rural Utility Services (Former Farmer's Home), PennVest and Private Sources such as labor and equipment.
8. TIMETABLE FOR IMPLEMENTING PROJECT: This should include proposed planning, startup date and anticipated completion date.
9. LEGIBLE MAP SHOWING LOCATION OF PROJECT INCLUDING CENSUS ENUMERATION DISTRICT.
10. PERCENTAGE OF LOW/MODERATE INCOME PERSONS WHO WILL BENEFIT FROM PROJECT: As of July 1, 2014 the LMISD data from the American Community Survey (ACS) data is to be used in this calculation. If this data does not indicate a LMI population necessary to meet the 51%, income surveys may be necessary to undertake especially if project is located in a specific area of a municipality.