



# Illinois Department of Commerce & Economic Opportunity

JB Pritzker, Governor

## **Regional Site Readiness Program - PLANNING Round 2**

**NOFO: 3429-3182**

### **Program Application**

Directions: Complete this program application and submit as part of your application to the Regional Site Readiness Program - Planning. Detailed information on the program and submission requirements can be found in the Notice of Funding Opportunity (NOFO). Please attach additional pages as requested in the NOFO.

Legal/Common Name:

Project Name:

#### **Section 1: Project Overview**

**Project summary** - list the planning and due diligence activities that are being proposed as part of this project

**Project location** – provide information on the site's development potential and the ideal target industry for the site in the context of your region's economic development strengths including transportation network, existing and growing industries, and regional workforce

**Project impact** – describe how the planning and due diligence will better prepare the site for future improvements or marketing of the site

**Statement of intent** – provide a statement of intent that the owner of the site will sell or lease the land for industrial or manufacturing purposes as the conclusion of the project

**Site characteristics** - Site owner; Street address; Acreage; Property Index Number (PIN); Current land use; Status of buildings on site. Use this table to list all parcels that make up a 50+ acre project site. If multiple parcels make up project site, please use multiple lines of the table. If more than 5 parcels make up a project site, please attach an additional PDF with the below information.

Owner*	Street Address	Acreage	PIN	Land Use	Building on property?
1.					
2.					
3.					
4.					
5.					

\*If you do NOT own the site at time of application and are NOT submitting a partnership agreement with the property owner listed above, please note that no grant funds will be dispersed until proof of ownership is submitted to DCEO. Grantees take on all costs at their own risk and will not be reimbursed for any funds expended until ownership documentation is provided.

**Additional location factors** – indicate if your project is:

- Identified in a local or regional plan, and include link to the plan
- Located in an energy transition community (see definition in Section H. Other Information)
- Located in a DCEO designated Underserved Area (see definition in Section H. Other Information)

## **Project Information**

**Budget narrative with associated work plan** – describe how the budget will be used to achieve the planning and due diligence activities proposed in the project summary

**Project timeline** and associated milestones – provide project timeline in months

**Project team** – describe the key staff's relevant experience and their ability to manage comparable grants

**Project partners** – list project partners from outside your organization and their role in the project

**Site visit documentation** – list any site visits that companies have made to your site, including name of company or project name and date of visit. List “Visit has taken place – NDA” if confidentiality is an issue.



**Existing Due Diligence Documentation** – list any due diligence or studies that have already been completed on the site

**Environmental factors** – information on any known environmental factors impacting the site including brownfield status; nonattainment status; presence of wetlands; location of floodplain; levee status

Project Readiness documentation. Please attach the following documents, and provide any narrative explanation below:

**Zoning map – include zoning map with site clearly marked**

**Matching funds documentation** – document must describe the source of the local matching funds and confirm that they are available and committed to the project

If applicable, **proof of brownfield or infill** development status – for brownfield status, include Phase I environmental assessment, if available, and provide known historical uses of the property; for infill development status, include a map showing directly adjacent development

Project Readiness documentation. Please attach the following documents, and provide any narrative explanation below:

**Site control documentation**

**Map** showing existing roadways on site, utility infrastructure, access to transportation network, easements, or water infrastructure, if feasible

**Letter(s) of support** from local municipality and community stakeholders

*\*For-profit and private landowner applicants: at least one letter of support must come from a local municipality confirming the project aligns with the communities economic development goals to receive full points in this category.*