



AGENDA

Summit County Economic Development Advisory Board

NOTICE is hereby given that the Summit County Economic Development Advisory Board will meet electronically, via Zoom, on
Thursday, May 27, 2021 @2:00PM

Consistent with provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §52-4-207(4) and the Summit County Council, the Economic Development Advisory Committee intends to convene this meeting of the Board electronically, without a physical anchor location. However, members of the public are invited and encouraged to view and participate in the Council's electronic meetings as described below.

To participate in the meeting: Join Zoom <https://summitcountyut.zoom.us/j/93746586700>

OR

To listen by phone only: Dial 1-669-900-9128, Meeting ID: 937 4658 6700

2:00 PM The Summit County Economic Development Advisory Board will hold its 7th meeting, and discuss the following:

1. **Consent Agenda** - Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.
 - A. Minutes from March 25, 2020.

ACTION: Approve the consent agenda or take such other action deemed appropriate.

2. **General Announcements – Chair/Vice Chair**
3. **Discussion regarding a return to “in person” meetings.**
4. **Rural County Grant**
 - a. Draft Rural County Grant Applications

1. Start-up Grant application
2. Small Business Grant application
3. Strategic Infrastructure application

b. Rural County Grant annual reporting requirements for YR 2020/2021

5. Economic Development Strategic Plan

- a. Updated Draft Resident Survey Questions
- b. Updated Draft Business Survey Questions

3:00 PM Adjourn

Individuals with questions, comments, or needing special accommodations pursuant to the Americans with Disabilities Act regarding this meeting may contact Nancy Hooton at 435-336-3042



MINUTES

Summit County Economic Development Advisory Board

Thursday, March 25, 2021,

Meeting was conducted remotely via ZOOM

PRESENT: Melissa Band (Chair), Amanda Pouchot (Vice Chair), Natalie Ream, TJ Bates, Dan McPhun, Jeff Jones, Summit County, Mayor Byron Ames, Francis City, Mayor Matt McCormick, Kamas City

ABSENT: None

The Board was called to order at 2:00 p.m.

New Announcements: None

Old Business: None

Minutes

Board Member Natalie Ream moved that the Minutes from the February 10, 2020 meeting be approved. Board Member Bates seconded the motion. The motion carried.

Rural County Grant Program

Jeff Jones updated the Economic Advisory Board with regards to the status of grants funded by the Rural County Grant program. Mr. Jones told the Board that \$52,500 of the \$95,833 grant award had been allocated. Mr. Jones recommended to the Board that the remaining \$43,333 be reallocated to fund three qualifying grant programs with the following focus areas:

- Training
- Entrepreneurship
- Infrastructure (Public/Private) that leads to new job creation.

Mr. Jones also advocated that the Board allocate a portion of the grant to purchase a grant software application to improve efficiencies. Mr. Jones said he would be presenting information on the grant program to the County Council on March 24, 2021.

Motions:

Motion: A motion was made by Mayor Ames directing staff to recommend to the County Council the purchase of grant software in support of the Rural County Grant Program. The motion was seconded by Board Member McPhun. The motion carried.

Motion: A motion was made by Board Member Natalie Ream, directing staff to prepare criteria and rating/ranking program surrounding the proposed three areas of focus. The motion was seconded by Board Member Amanda Pouchot. The motion carried.

The meeting was adjourned at 3:00 p.m.

Draft Resident Survey #2

Thank you for taking a few minutes to tell us about your life in **SUMMIT COUNTY**. This survey will take about 10-15 minutes.

The information you provide will be used to help strengthen and diversify the economy of **SUMMIT COUNTY**. Your input will be considered as community leaders strive to improve the County's business climate and enhance the County's quality of life.

Thank you for your participation!

Summit County Resident Survey

1. Where do you live?

- Coalville City
- Francis City
- Henefer Town
- Kamas City
- Oakley City
- Park City
- Non-incorporated Summit County
- Outside of Summit County, but own a second home in Summit County

2. If employed, where do you work?

- Coalville City
- Francis City
- Henefer Town
- Kamas City
- Oakley City
- Park City
- Non-incorporated Summit County
- Outside of Summit County (please specify)
 - Salt Lake County
 - Wasatch County
 - Utah County
 - Morgan County
 - Weber County
 - Other

3. What are the primary reasons you have chosen to move to or stay in Summit County or your City/Town?

Open Question

4. What are the County's greatest assets?

Open Question

Draft Resident Survey #2

5. How would you describe Summit County or your City/Town to someone not from the area?

Open Question

6. What are the most significant challenges facing Summit County or in your City/Town?

- Housing Affordability
- Low employee compensation
- Entertainment options
- Cost of living
- Resources to support small businesses and start-ups
- Crime
- Local property taxes
- Diversity of retail
- Available jobs
- Quality of education
- Poverty
- Transportation/mobility
- COVID-19 recovery efforts

Other (Open Question)

7. How important are the following factors to you?

	Not Important 1	Somewhat important 2	Neutral 3	Somewhat Important 4	Very Important 5
Ability to take an active role in the community					
Ability to walk to shops and restaurants					
Affordable healthcare					
Affordable housing					
Available jobs					
Branding and image					
“Green” infrastructure					
Community appearance					
Cost of living					
Creative and cultural arts scene					

Draft Resident Survey #2

Employee compensation					
Local property taxes					
Parking availability					
Parks and resources for recreation					
Population diversity					
Open Space					
Quality of public schools					
Low Crime rates					
Communication with local government					
Public transit					

8. Please rate Summit County or your City/Town on the following factors:

	Poor	Below Average	Average	Above Average	Excellent
	1	2	3	4	5
Ability to take an active role in the community					
Ability to walk to shops and restaurants					
Affordable healthcare					
Affordable housing					
Available jobs					
Branding and image					
"Green" infrastructure					
Community appearance					
Cost of living					
Creative and cultural arts scene					
Employee compensation					
Local property taxes					
Parking availability					
Parks and resources for recreation					
Population diversity					
Open Space					
Quality of public schools					
Low Crime Rates					

Draft Resident Survey #2

Communication with local government					
Public transit					

9. Are there any other elements that you believe are important for a vibrant community?

Open Question

10. What type of employers would you like to see expand or locate in Summit County or in your City/Town?

Select Five (5) from the list below

- Biotechnology
- Creative Arts
- Distribution and Warehousing
- Manufacturing
- Entertainment
- Restaurant
- Retail
- Financial or Insurance Services
- Government Services
- Healthcare
- Business and Professional Services
- Software Development
- Supply Chain Management
- Tourism and Hospitality
- Utilities and Energy
- Wholesale Trade
- Transportation
- Construction
- Recreation

Other?

Open Question

11. Where should future funding (investment) be targeted in Summit County or in your City/Town?

Select five (5) from the list below

- Public schools (K-12)
- Vocational schools and training resources (including a makerspace)
- Public infrastructure (roadways, utilities, etc.)
- Public safety
- Affordable daycare
- Business grant programs
- Future Olympic Games

Draft Resident Survey #2

- Community activities
- Parks
- Tourism and promotion
- Amenities for recreation
- Affordable housing
- Art and Culture
- Jobs that offer higher employee compensation
- Passive open space
- Business/Industrial Park
- Water quality
- Water resources
- Transit services
- “Green” energy

12. Please share your thoughts as to how Summit County can make changes to grow a healthy and sustainable economy.

Open Question

13. Is access to internet or broadband an issue for you or anyone you know?

Open Question

14. Are internet speeds adequate?

- Yes
- No

15. American Rescue Plan Funds. Summit County is collecting responses from local stakeholders on ideas for utilizing (ARP) Funds. Which area outlined in the American Rescue Plan do you feel should be the number one priority for funds?

- To respond to the pandemic or its negative economic impacts by providing assistance to households.
- To respond to the pandemic or its negative economic impacts by providing assistance to small businesses.
- To respond to the pandemic or its negative economic impacts by providing assistance to nonprofits.
- To respond to the pandemic or its negative economic impacts by providing assistance to impacted industries such as tourism, travel, and hospitality.
- For Premium Pay to eligible workers performing essential work (as determined by each recipient government) during the pandemic.
- For the provision of government services to the extent of the reduction in revenue due to the pandemic (relative to revenues collected in the most recent full fiscal year prior to the emergency); and,

Draft Resident Survey #2

- To make necessary investments in water and sewer
- To make necessary investments in broadband infrastructure

Draft Business Survey #2

Thank you for taking the time to tell us about your experience with business and economic development in SUMMIT COUNTY. This survey will take about 15 minutes.

The information you provide will help strengthen and diversify the economy of SUMMIT COUNTY. Your input will be considered as community leaders strive to improve the County's business climate and enhance capital investment in your community.

Answer any and all questions if you like, but make sure to press the "Done" button at the end of the survey.

Thank you for your participation!

Summit County Business Survey

1. You are... (please select all that may apply)

- a business owner
- a manager
- an employee

Other:

Open Question

2. Where is your business located?

- Coalville City
- Francis City
- Henefer Town
- Kamas City
- Oakley City
- Park City
- Non-incorporated Summit County
- My business is not in Summit County

3. Where do you live? Please select all that may apply.

- Coalville City
- Francis City
- Henefer Town
- Kamas City
- Oakley City
- Park City
- Non-incorporated Summit County

Other:

Open Question

Draft Business Survey #2

4. Please tell us a little more about your business so that we can understand your market needs and your economic development perspective. How many employees work at your place of business?

- 1
- 2 to 9
- 10 to 24
- 25 to 49
- 50 to 99
- 100+

Other:

Open Question

5. How many years has your business been in Summit County?

- 0 to 5
- 6 to 14
- 15 to 24
- 25 or more
- My business is not in Summit County

Other:

Open Question

6. Your Summit County facility is:

- a local/regional branch
- your company's headquarters
- the sole location
- Other (please specify)

Other:

Open Question

7. What are the primary reasons your business is located in Summit County? Please select all that may apply.

- Trained and educated workers
- Quality of life
- My business is not in Summit County
- Cost of doing business
- Proximity to suppliers
- Work ethic/culture

Draft Business Survey #2

- Originally founded here/community ties
- Proximity to recreation
- Labor costs
- Access to job sites
- Access to distribution networks and markets
- Infrastructure (utilities, telecommunications, etc.)

Other:

Open Question

8. What are the primary challenges facing your business in Summit County? Please select all that may apply.

- Resources for business support
- Supply chain deficiencies
- Skills shortage
- Public infrastructure
- Lack of market demand or client base
- Lack of coordination between development efforts and government
- Labor costs
- Land availability
- Health care costs
- Crime
- Available talent/labor pool
- Taxes and fees
- My business is not in Summit County
- Access to capital

Other:

Open Question

9. Based on your experience, please rate the IMPORTANCE of each of these factors as it applies to your business success:

	Least Important 1	Somewhat Important 2	Neutral 3	Somewhat Important 4	Most Important 5
Ability to attract and retain skilled employees					
Ability to take an active role in the community					
Access to customers					
Aesthetics/appearance					
Availability of financing/capital					
Available financial incentives					

Draft Business Survey #2

Positive community branding/image					
Cost of living					
Cost of permits and other fees					
Cost of utilities					
Development and permitting process					
Entrepreneurial environment					
Labor costs					
Logistics					
Operating costs					
Parking availability					
Population diversity					
Presence of suppliers					
Quality of life					
Quality of public schools					
Regulatory environment					
Tax climate					
Utilities and infrastructure					
Creative and cultural arts scene					
Health care services					
Transit services					
Access to recreation					

10. Now, please rate Summit County or your City/Town on its ability to meet the following factors for business growth:

	Unsatisfied 1	Somewhat Unsatisfied 2	Neutral 3	Somewhat Satisfied 4	Very Satisfied 5
Ability to attract and retain skilled employees					
Ability to take an active role in the community					
Access to customers					
Aesthetics/appearance					
Availability of financing/capital					
Available financial incentives					
Positive community branding/image					

Draft Business Survey #2

Cost of living					
Cost of permits and other fees					
Cost of utilities					
Development and permitting process					
Entrepreneurial environment					
Labor costs					
Logistics					
Operating costs					
Parking availability					
Population diversity					
Presence of suppliers					
Quality of life					
Quality of public schools					
Regulatory environment					
Tax climate					
Utilities and infrastructure					
Creative and cultural arts scene					
Healthcare services					
Transit services					
Access to recreation					

11. Overall, do you feel Summit County or your City/Town is a good place to do business?

- Yes
- No

12. Why or Why not?

Open Question

13. Would you recommend Summit County or your City/Town located in Summit County as a place to do business?

- Yes
- No

14. Why or Why Not?

Open Question

15. What type of industries would you like to see expand or locate in Summit County or in your City/Town? Select Five (5) from the list below

Draft Business Survey #2

- Biotechnology
- Creative Arts
- Distribution and Warehousing
- Manufacturing
- Entertainment
- Restaurant
- Retail
- Financial or Insurance Services
- Government Services
- Healthcare
- Business and Professional Services
- Software Development
- Supply Chain Management
- Tourism and Hospitality
- Utilities and Energy
- Wholesale Trade
- Transportation
- Construction
- Recreation
- Communications
- Media

Other?

Open Question

16. In what areas would you like to see additional financial incentives offered to companies?

Open Question

17. If you have participated in incentives for economic development, please list the programs and organizations you have worked with.

Open Question

18. What types of suppliers would you like to see move to Summit County?

Open Question

19. Please share your thoughts about how Summit County can better encourage business and job growth.

Open Question

20. Which best describes the primary industry focus of your business? Please select all that may apply.

- Aerospace and Defense
- Agriculture
- Call Center/Order Processing
- Construction

Draft Business Survey #2

- Creative Arts
- Distribution and Warehousing
- Educational Services and Products
- Entertainment
- Financial or Insurance Services
- Government Services
- Information Technology
- Life Sciences
- Logistics/Transportation
- Manufacturing
- Healthcare/Medicine
- Non-profit/Aid Organization
- Professional Services
- Real Estate
- Research
- Restaurant
- Retail
- Software Development
- Tourism and Hospitality
- Utilities and Energy
- Wholesale Trade
- Recreation
- Communications
- Media

Please add any specifics:

Open Question

21. Where does most of your business occur?

- Locally
- Statewide
- Nationally
- Online
- Other (please specify)

22. What is your approximate annual net revenue?

- Under \$500,000
- \$500,000 to \$1 million
- \$1 million to \$5 million
- \$5 million to \$10 million
- Over \$10 million
- Prefer not to answer

23. Compared to this time last year, your revenues are...

- Growing
- Stable
- Declining

Draft Business Survey #2

- My business did not exist last year

24. Over the next two years, do you anticipate expanding your operations?

- Yes, by hiring additional employees
- Yes, by increasing size of facilities
- No, not expanding
- No, possibly selling or closing

25. If so, how many employees do you anticipate adding?

- 1 to 4
- 5 to 9
- 10 to 19
- 20 to 49
- 50 or more

Other (please specify)

Open Question

26. Please list any other challenges preventing you from expanding your business.

Open Question

27. Are you likely to stay in Summit County for the next five years?

- Yes
- No

28. Why or Why Not?

Open Question

29. Rural County Grant Program. Summit County will be making application for \$200,000 in Rural County Grant Funds. The Rural County Grant addresses the economic development needs of rural counties, which may include:

- Business recruitment, development, and expansion
- Workforce training and development
- Infrastructure and capital facilities improvements for business development

The Rural County Grant funds are to be granted out by Summit County. A 40% match is required. What programs or areas of focus should Summit County target these funds?

Select three (3) from the list below:

- Workforce Development (40% match required)
- Marketing & Advertising (40% match required)
- Infrastructure Development (40% match required)
- Small Business Grants (40% match required)
- "Start-up" Grants (40% match required)
- Special Event Grants (40% match required)

Draft Business Survey #2

- Employer Training Grants (40% match required)
- Other? (Open Question)

30. **American Rescue Plan Funds.** Summit County is collecting responses from local stakeholders on ideas for utilizing (ARP) Funds. Which area outlined in the American Rescue Plan do you feel should be the number one priority for funds?

- To respond to the pandemic or its negative economic impacts by providing assistance to households.
- To respond to the pandemic or its negative economic impacts by providing assistance to small businesses.
- To respond to the pandemic or its negative economic impacts by providing assistance to nonprofits.
- To respond to the pandemic or its negative economic impacts by providing assistance to impacted industries such as tourism, travel, and hospitality.
- For Premium Pay to eligible workers performing essential work (as determined by each recipient government) during the pandemic.
- For the provision of government services to the extent of the reduction in revenue due to the pandemic (relative to revenues collected in the most recent full fiscal year prior to the emergency); and
- To make necessary investments in water and sewer
- To make necessary investments in broadband infrastructure

31. **Would you like to speak to someone about business assistance?** If so, please leave an email address below.

Open Question

32. **Please feel free to add anything else you would like us to understand about your business, or any additional input you would like to offer concerning Summit County's economic development initiatives or programs.**

Open Question

Thank you for your interest in Summit County's economic development strategic planning process and for sharing your insights!

33. **If you would like to receive updates on our progress, please provide your email in the space provided below.**

Open Question



Summit County Small Business Grant Program

Purpose: The Small Business Grants program supports innovation and sustainable growth through strategic investments and partnerships in economic development that create or expand jobs, generate increased economic activity, and improve the economic and social livability and vitality of local communities.

Grant Programs: Small Business Grants: up to \$10,000

Match Requirement: Applicants are required to demonstrate a community commitment equal to a 40% cash match. The small business grant is a reimbursement grant. Total project funds (receipts to be provided) must be spent prior to requesting reimbursement.

Eligibility: Qualified applicants must be located within Summit County, and may include:

- Small businesses in good standing (business license)
- Home based businesses in good standing (business license)
- Nonprofits having a 501(c)(3) status with the IRS
- Nonprofits having a 501(c)(6) status with the IRS

Project Period: Projects must be completed within 6 months.

Eligible Projects: Projects must be located in Summit County and have economic development significance, including, but not limited to job creation and retention; business retention, relocation, or expansion; increased private investment; advancing innovation; enhancing manufacturing capacities; providing workforce development opportunities.

Eligible Expenses: The following types of expenses will be considered:

- Acquisition
- Capacity building (infrastructure)
- Construction (not related to a primary residence)
- Equipment purchases (approved by Summit County)
- Market research
- Technical assistance
- Workforce training programs
- Special events that have a direct economic benefit that can be measured.

Ineligible Expenses: The following types of expenses will **not** be considered:

- Debt retirement
- Funding for political activities
- Funding for faith-based organizations for the purposes of worship or instruction
- Indirect or overhead costs
- Individuals or organizations that unfairly discriminate based on race, ethnic origin, sex, creed or religion, in policy or practice
- Pass-through funding to other individuals or organizations
- Legal and accounting services
- Support for on-going programs

Application

Due Date: Applications for the Small Business Grant program may be submitted **June 15, 2021 through July 15, 2021**.

Application

Applications are also available online at: [\(insert hyper link\)](#) Qualified proposals must include an Application Form and any additional supplemental documents identified on that form.

Applications may be submitted via email to jjones@summitcounty.org or by mail to Jeffrey B. Jones, 60 N Main St, Coalville, UT 84017.

Award Notification: Awardees will be notified in July/Aug 2021.

For questions and more information, please contact Jeffrey B. Jones, Economic Development & Housing Director at 435-336-3221/208-608-2472 or jjones@summitcounty.org.

SUMMIT COUNTY (REIUMBURSEMENT) SMALL BUSINESS GRANT APPLICATION

Prerequisite: Businesses and/or non-profits (outlined above) located in Summit County that have been in business for 12 months or longer that possess a valid Summit County (or city/town within Summit County) business license.

APPLICANT & ORGANIZATION INFORMATION

Business/Non
Profit Name:

Physical Address:

City:

State:

Zip:

Mailing Address

City:

State:

Zip:

Phone

Email:

Website Address:

Primary Contact:

Title:

Phone

Email:

Employee ID Number (EIN):

Year Established:

Number of Paid Employees

Total FTE:

Annual Operating Budget:

PROJECT SUMMARY

Project Title: [Click to enter](#)

Will this project/program take place in Summit County? Yes No

Project Category (select one):

- Business Expansion Business Relocation Business Retention Capacity Building
- Construction Equipment Purchase Job Creation Technical Assistance
- Training Travel/Tourism

Amount Requested: Click to enter

Amount of Matching Funds: Click to enter

Source of matching Funds: Click to enter

Brief project description (500 characters max.)

Click to enter

Number of jobs being created by this project: Click to enter **Total FTE created:** Click to enter

Number of jobs being retained by this project: Click to enter **Total FTE retained:** Click to enter

List three (3) project goals:

Project Goal #1	
Project Goal #2	
Project Goal #3	

List three (3) clearly defined outcomes that can be used to demonstrate project success:

Project Outcome #1	
Project Outcome #2	
Project Outcome #3	

PROJECT NARRATIVE

1. Business/organization history (1,200 characters max.)

Describe the history of your business or organization, including years in business, mission and vision, type of products or services, market position, and number of employees.

Click to enter

2. Describe the proposed project (1,200 characters max.)

Provide a description of the project, including project location. How does this project relate to your existing products/services?

Click to enter

3. Project timeline

Provide a detailed description of project activities, including timelines for starting and completing each activity.

Project Activity	Start Date	End Date

4. How does this project contribute to economic development in Summit County?

(1,200 characters max.)

Click to enter

With my signature I certify the following: (1) The above information is correct; (2) I am authorized by the organization to submit this grant application; and (3) This organization is in good standing with the IRS. (4) I hereby certify that all representations, warranties, or statements made or furnished by me to the Summit County Economic Development Department in connection with this application are true and correct in all material respect. I understand that it is a violation under Utah law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision.

I further certify that no gratuities, in the form of entertainment, gifts or otherwise, were, or will be offered or given by me or my agent or representative to any officer or employee of the County with a view toward securing a recommendation of assistance or subsequent assistance or for securing more favorable treatment with respect to making a recommendation of assistance.

I warrant that I presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the receipt of assistance and to the best of my knowledge, no officer, agent or employee of the County who shall participate in any decision relating to this application and resulting assistance, currently has, or will have in the future, a personal or pecuniary interest in my business.

I acknowledge and agree that the County has the discretion to award assistance as it sees fit, the assistance is subject to the availability of funding, and there is no guarantee of assistance even if

applicants meet all eligibility requirements. I also agree that if the State of Utah finds that the expenditures for which this application is being submitted does not qualify as an eligible expenditure under the Rural County Grant, that the business will release, indemnify and hold harmless Summit County from any liability to the State of Utah and will pay back to Summit County in the event of a recoupment by the State of Utah of the expended funds.

Printed Name of Authorized Agent

Title

Signature of Authorized Agent

Date

Required proof-of-use supporting materials. Applicant agrees to submit the following documents with this application.

1. Copies of the drivers license
2. Copy of business license (Summit County or city/town within Summit County)
3. Form W-9
4. Project budget .xls Spreadsheet
5. Form 990 if non-profit

Reimbursement Procedure

Applicant must provide Summit County with a Reimbursement Cover Sheet and program/project receipts.

Minority Owned Business?

Yes _____ No _____

Women Owned Business?

Yes _____ No _____

Veteran Owned Business?

Yes _____ No _____



Summit County Strategic Infrastructure Investment Grant Program

Purpose: The Strategic Infrastructure Investment Grant program supports innovation and sustainable growth through strategic investments and partnerships in economic development that create or expand jobs, generate increased economic activity, and improve the economic and social livability and vitality of local communities.

Grant Programs: Strategic Infrastructure Investment Grants: up to \$20,000

Match Requirement: Applicants are required to demonstrate a community commitment equal to a 40% cash match. The Strategic Infrastructure Investment Grant is a reimbursement grant. Total project funds (receipts to be provided) must be spent prior to requesting reimbursement.

Eligibility: Qualified applicants must be located within Summit County, and may include:

- Small businesses in good standing (business license)
- Nonprofits having a 501(c)(3) status with the IRS
- Nonprofits having a 501(c)(6) status with the IRS
- Educational institutions
- Local governments (city or township, special service districts)

Project Period: Projects must be completed within 9 months.

Eligible Projects: Projects must be located in Summit County and have economic development significance, including, but not limited to job creation and retention; business retention, relocation, or expansion; increased private investment; advancing innovation; enhancing manufacturing capacities; providing workforce development opportunities.

Eligible Expenses: The following types of expenses will be considered:

- Acquisition
- Infrastructure development
- Capacity building (infrastructure)
- Construction (not related to a primary residence)
- Equipment purchases (approved by Summit County)
- Market research
- Technical assistance
- Workforce training programs
- Special events that have a direct economic benefit that can be measured.

Ineligible Expenses: The following types of expenses will **not** be considered:

- Debt retirement
- Funding for political activities
- Funding for faith-based organizations for the purposes of worship or instruction
- Indirect or overhead costs
- Individuals or organizations that unfairly discriminate based on race, ethnic origin, sex, creed or religion, in policy or practice
- Pass-through funding to other individuals or organizations
- Legal and accounting services
- Support for on-going programs
- Travel unless related to employee training

**Application
Due Date:**

Applications for the Strategic Infrastructure Investment Grant program may be submitted **June 15, 2021 through July 15, 2021**.

Application

Applications are also available online at: [\(insert hyper link\)](#) Qualified proposals must include an Application Form and any additional supplemental documents identified on that form.

Applications may be submitted via email to jjones@summitcounty.org or by mail to Jeffrey B. Jones, 60 N Main St, Coalville, UT 84017.

Award Notification: Awardees will be notified in July/Aug 2021.

For questions and more information, please contact Jeffrey B. Jones, Economic Development & Housing Director at 435-336-3221/208-608-2472 or jjones@summitcounty.org.

**SUMMIT COUNTY (REIUMBURSEMENT) STRATEGIC INFRASTRUCTURE INVESTMENT GRANT
APPLICATION**

Prerequisite: Businesses, non-profits (outlined above) or governmental units located in Summit County that have been in business for 12 months or longer.

APPLICANT & ORGANIZATION INFORMATION

Business/Non
Profit Name:

Physical Address:

City:

State:

Zip:

Mailing Address

City:

State:

Zip:

Phone

Email:

Website Address:

Primary Contact:

Title:

Phone

Email:

Employee ID Number (EIN):

Year Established:

Number of Paid Employees

Total FTE:

Annual Operating Budget:

PROJECT SUMMARY

Project Title: [Click to enter](#)

Will this project/program take place in Summit County? Yes No

Project Category (select one):

- Business Expansion Business Relocation Business Retention Capacity Building
- Construction Equipment Purchase Job Creation Technical Assistance
- Training Travel/Tourism

Amount Requested: Click to enter

Amount of Matching Funds: Click to enter

Source of matching Funds: Click to enter

Brief project description (500 characters max.)

Click to enter

Number of jobs being created by this project: Click to enter **Total FTE created:** Click to enter

Number of jobs being retained by this project: Click to enter **Total FTE retained:** Click to enter

List three (3) project goals:

Project Goal #1	
Project Goal #2	
Project Goal #3	

List three (3) clearly defined outcomes that can be used to demonstrate project success:

Project Outcome #1	
Project Outcome #2	
Project Outcome #3	

PROJECT NARRATIVE

1. Business/organization history (1,200 characters max.)

Describe the history of your business or organization, including years in business, mission and vision, type of products or services, market position, and number of employees.

Click to enter

2. Describe the proposed project (1,200 characters max.)

Provide a description of the project, including project location. How does this project relate to your existing products/services?

Click to enter

3. Project timeline

Provide a detailed description of project activities, including timelines for starting and completing each activity.

Project Activity	Start Date	End Date

4. How does this project contribute to economic development in Summit County?

(1,200 characters max.)

Click to enter

With my signature I certify the following: (1) The above information is correct; (2) I am authorized by the organization to submit this grant application; and (3) This organization is in good standing with the IRS. (4) I hereby certify that all representations, warranties, or statements made or furnished by me to the Summit County Economic Development Department in connection with this application are true and correct in all material respect. I understand that it is a violation under Utah law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision.

I further certify that no gratuities, in the form of entertainment, gifts or otherwise, were, or will be offered or given by me or my agent or representative to any officer or employee of the County with a view toward securing a recommendation of assistance or subsequent assistance or for securing more favorable treatment with respect to making a recommendation of assistance.

I warrant that I presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the receipt of assistance and to the best of my knowledge, no officer, agent or employee of the County who shall participate in any decision relating to this application and resulting assistance, currently has, or will have in the future, a personal or pecuniary interest in my business.

I acknowledge and agree that the County has the discretion to award assistance as it sees fit, the assistance is subject to the availability of funding, and there is no guarantee of assistance even if

applicants meet all eligibility requirements. I also agree that if the State of Utah finds that the expenditures for which this application is being submitted does not qualify as an eligible expenditure under the Rural County Grant, that the business will release, indemnify and hold harmless Summit County from any liability to the State of Utah and will pay back to Summit County in the event of a recoupment by the State of Utah of the expended funds.

Printed Name of Authorized Agent

Title

Signature of Authorized Agent

Date

Required proof-of-use supporting materials. Applicant agrees to submit the following documents with this application.

1. Copies of the drivers license
2. Copy of business license (Summit County or city/town within Summit County) if a private business or non-profit business
3. Form W-9
4. Project budget .xls Spreadsheet
5. Form 990 if non-profit

Reimbursement Procedure

Applicant must provide Summit County with a Reimbursement Cover Sheet and program/project receipts.

Minority Owned Business?

Yes _____ No _____

Women Owned Business?

Yes _____ No _____

Veteran Owned Business?

Yes _____ No _____

SUPPLEMENTAL INFORMATION

- 1. Identify all key members of your leadership team and their qualifications for managing this project and the grant.**

Team Member	Position/Title	Summary of Qualification

- 2. Please provide Profit & Loss statements for the last two years.**
- 3. Please provide a copy of your company's most recent audited or unaudited financial statements.**

Summit County reserves the right to request additional documentation in support of this application.



Summit County Start-up Grant Program

Purpose: The Rural County Grant Start-up Grants program supports innovation and sustainable growth through strategic investments and partnerships in economic development that create or expand jobs, generate increased economic activity, and improve the economic and social livability and vitality of local communities.

Grant Programs: Start-up Grants: up to \$7,500

Match Requirement: Applicants are required to demonstrate a community commitment equal to a 40% cash match. The start-up grant is a reimbursement grant. Total project funds (receipts to be provided) must be spent prior to requesting reimbursement.

Eligibility: Qualified applicants must be located within Summit County, and may include:

- Small businesses in good standing (business license)
- Home based businesses in good standing (business license)

Project Period: Projects must be completed within 6 months.

Eligible Projects: Projects must be located in Summit County and have economic development significance, including, but not limited to job creation and retention; business retention, relocation, or expansion; increased private investment; advancing innovation; enhancing manufacturing capacities; providing workforce development opportunities.

Eligible Expenses: The following types of expenses will be considered:

- Acquisition
- Capacity building (infrastructure)
- Construction (not related to primary residence)
- Equipment purchases (approved by Summit County)
- Market research
- Technical assistance
- Workforce training programs

Ineligible Expenses: The following types of expenses will not be considered:

- Debt retirement
- Events that do not have a direct economic benefit
- Funding for political activities

- Funding for faith-based organizations for the purposes of worship or instruction
- Indirect or overhead costs
- Individuals or organizations that unfairly discriminate based on race, ethnic origin, sex, creed or religion, in policy or practice
- Pass-through funding to other individuals or organizations
- Legal and accounting services
- Support for on-going programs

Application

Due Date:

Applications for the Start-up Grant program may be submitted **June 15, 2021 through July 15, 2021**.

Application

Applications are also available online at: [\(insert hyper link\)](#) Qualified proposals must include an Application Form and any additional supplemental documents identified on that form.

Applications may be submitted via email to jjones@summitcounty.org or by mail to Jeffrey B. Jones, 60 N Main St, Coalville, UT 84017.

Award Notification:

Awardees will be notified in July/Aug 2021.

For questions and more information, please contact Jeffrey B. Jones, Economic Development & Housing Director at 435-336-3221/208-608-2472 or jjones@summitcounty.org.

SUMMIT COUNTY REIUMBURSEMENT START-UP GRANT APPLICATION

Prerequisite: Launch of new business or product within the last 12 months.

APPLICANT & ORGANIZATION INFORMATION

Business Name:

Physical Address:

City:

State:

Zip:

Mailing Address

City:

State:

Zip:

Phone

Email:

Website Address:

Primary Contact:

Title:

Phone

Email:

Employee ID Number (EIN):

Year Established:

Number of Paid Employees

Total FTE:

Annual Operating Budget:

With my signature I certify the following: (1) The above information is correct; (2) I am authorized by the organization to submit this grant application; and (3) This organization is in good standing with the IRS. (4) I hereby certify that all representations, warranties, or statements made or furnished by me to the Summit County Economic Development Department in connection with this application are true and correct in all material respect. I understand that it is a violation under Utah law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision.

I further certify that no gratuities, in the form of entertainment, gifts or otherwise, were, or will be offered or given by me or my agent or representative to any officer or employee of the County with a view toward securing a recommendation of assistance or subsequent assistance or for securing more favorable treatment with respect to making a recommendation of assistance.

I warrant that I presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the receipt of assistance and to the best of my knowledge, no officer, agent or employee of the County who shall participate in any decision relating

to this application and resulting assistance, currently has, or will have in the future, a personal or pecuniary interest in my business.

I acknowledge and agree that the County has the discretion to award assistance as it sees fit, the assistance is subject to the availability of funding, and there is no guarantee of assistance even if applicants meet all eligibility requirements. I also agree that if the State of Utah finds that the expenditures for which this application is being submitted does not qualify as an eligible expenditure under the Rural County Grant, that the business will release, indemnify and hold harmless Summit County from any liability to the State of Utah and will pay back to Summit County in the event of a recoupment by the State of Utah of the expended funds.

Printed Name of Authorized Agent

Title

Signature of Authorized Agent

Date

EXECUTIVE SUMMARY

Describe your start-up business/product the current phase of development and proposed use of funds
(1,000 words max.)

Click to enter

Required proof-of-use supporting materials. Applicant agrees to submit the following documents with this application.

1. Copies of the drivers license
2. Copy of business license (Summit County or city/town within Summit County)
3. Form W-9
4. Project budget .xls Spreadsheet

Reimbursement Procedure

Applicant must provide Summit County with a Reimbursement Cover Sheet and program/project receipts.

Minority Owned Business?

Yes _____ No _____

Women Owned Business?

Yes _____ No _____

Veteran Owned Business?

Yes _____ No _____

Grant Funds Requested	x Required 40% Match (.40)	=Total Project/Program Cost

Jobs Created = _____

Jobs Retained = _____

Contracted Jobs = _____



Staff Report

To: Economic Development Advisory Board

From: Jeffrey B. Jones, AICP, Econ. Development & Housing Director

Issues:

- 1. Status: Rural County Grant Applications**
- 2. Rural County Grant Reporting Requirements (2020/2021)**
- 3. Draft Resident Survey**
- 4. Draft Business Survey**

Meeting Date: Thursday, May 27, 2021

BACKGROUND/EXISTING CONDITIONS:

As directed by the Board, staff has developed three (3) new Rural County Grant applications. More specifically, staff has developed an application for (1) Start-ups, (2) Small Business (emphasis on Workforce Development/Training) and (3) Strategic Infrastructure Investment.

Each of the applications have a different grant award limit--depending upon the type of grant. The start-up grant award limit is \$7,500. For the Small Business Grant, the award limit is \$10,000. And, for the Strategic Infrastructure Grant, the potential award limit is \$20,000. The proposed grants require a 40% project/program match.

The draft applications are attached for your review and comment. Summit County has approximately \$43,333 in funding available from the 2020/2021 Rural County Grant. The 2021/2022 Rural County Grant application period is now open and \$200,000 is potentially available to Summit County. However, prior to making application for the 2021/2022 funding, Staff would like to finalize the allocation of the 2020/2021 grant funds and complete the required State of Utah reporting requirements.

The State of Utah requires the following information as part of the annual report.

- On or before September 1 of each year, a county that has received a grant under this program, including a Rural County Grant Part A, in the previous 12 months shall provide a written report to the GO Utah Board that describes:

- The amount of grant money the county received for 2020/2021;
- How the grant money has been distributed by the county, including what companies or entities have utilized grant money,
- How much grant money each company or entity has received, and
- how each company or entity has used the money;
- An evaluation of the effectiveness of awarded grants in improving economic development in the county, including
 - § the number of jobs created,
 - § infrastructure that has been created, and
 - § capital improvements in the county;
- How much matching money has been utilized by the county and
- What entities have provided the matching money; and
- Any other reporting, auditing, or post-performance requirements established by the Center for Rural Development in collaboration with the GO Utah Board.

The report may be prepared prior to all of the funds being spent for 2020/2021, but it would be better to offer a complete accounting as soon possible.

Economic Development Strategy

In support of the Economic Development Strategy, Staff has prepared two survey instruments, a resident survey and a business survey. The business survey includes questions directly related to the Rural County Grant program. Staff believes that data solicited from the business community would help the Board and County Council to better target funding opportunities relating to the 2021/2022 Rural County Grant. Staff would like to finalize the Survey Questions within the next two weeks in support of that effort.

At the meeting March 25, Economic Development Advisory Board meeting, the Board directed staff to locate/purchase a grant management software application in support of the Rural County Grant. Since that time, Summit County has hired a Grants Manager. As such, prior to purchasing the grant software, staff would like to see if there is an opportunity to partner with the new Grants Manager.

ATTACHMENTS:

- Draft Resident Survey
- Draft Business Survey
- Meeting minutes from March 25, 2021
- Draft Rural County Grant Applications