



**Southern Tier West Regional Planning & Development Board
Letter-of-Intent
Appalachian Regional Commission
FY2021 Area Development Grant Program**



Prior to submitting this Letter-of-Intent for the FY2021 ARC Area Development Grant Program, you must contact Fileve T. Palmer PhD., Program Coordinator, at Southern Tier West to pre-determine your eligibility to apply at fpalmer@southerntierwest.org or 716-945-5301, x2205

WHO: In addition to the general contact information, web presence, and name of contact person; provide a description of the organization or the applicant municipality and its mission.

Applicant Organization/Municipality Name:

Applicant Street, City, Zip:

Website:

Social media:

Contact name:

Contact title:

Contact email:

Contact phone:

Applicant Organization/ Municipality Description and Mission (limit 200 words):

WHAT: Give a title to the project for which you seek funding. Summarize the main points that describe the project, the goals, and the reason(s) this project is worth funding.

Project title:

Project Summary, Goals, and Reasoning:

WHEN: Provide a brief timeline that includes when the proposed project and the associated activities will begin, any associated milestones that mark accomplishments towards goals, and completion of the project. Also, include sustainability plans to carry this program into the future.

Project Start / End Dates (month/year):



**Southern Tier West Regional Planning & Development Board
Letter-of-Intent
Appalachian Regional Commission
FY2021 Area Development Grant Program**



Milestone(s) at 3, 6 and/or 9 months (limit 100 words):

Project Sustainability Plan (after ARC funds are expended): Describe how you will continue the project's goals after the grant period ends (limit 200 words).

Performance/ Impact Measures:

Outputs Project Period 12 months	Outcomes 12 mo. Post project completion	Outcomes 3 years post project completion

Area(s) Served (Municipality/ County):

Project funding sources:

Funding	Amount	Source	Committed/Pending	Match Rate Percent
ARC Request				
Match – Cash				
Match – In-kind				
Total Match				
Total Project Cost				

ARC Investment Goal:

NYS Implementing Strategy: