



*City  
Council  
Report*

Item: 8.  
Category: Consent  
Meeting Date: October 1, 2013

**TITLE: AUTHORIZATION FOR THE COMMUNITY DEVELOPMENT DIRECTOR TO SUBMIT A FEDERAL GRANT APPLICATION TO SECURE PARTIAL FUNDING FOR THE DELL AVENUE AREA PLAN (DAAP).**

**RECOMMENDATION**

It is recommended that the City Council authorize the Community Development Director to submit an application for a Federal grant through Grants.gov. Grant requests can be submitted for a maximum of \$100,000.

**BACKGROUND**

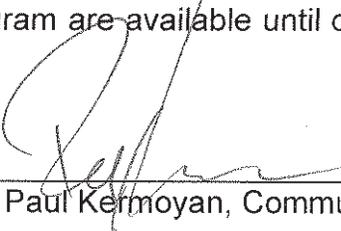
Community Development staff has begun the process of preparing the Dell Avenue Area Plan. A contract has been signed with The Planning Group - DC&E. Work on the DAAP will occur over the next 12 months. The City has set aside funding for the DAAP in the amount of \$334,495, which includes \$150,000 within the current CIP. At the same time, staff has been preparing a grant request application form in consideration of a Federal grant. The maximum grant amount possible is \$100,000 and staff proposes to submit a request for the maximum amount.

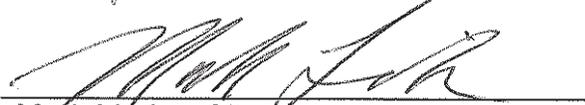
**DISCUSSION**

The specific grant sought falls within the United States Department of Commerce Planning Program and Local Technical Assistance Program. The category is Economic Development Support for Planning Organizations (Number 11.302).

**FISCAL IMPACT**

The fiscal impact will be to recover general funds that have been set aside for the preparation of the Dell Avenue Area Plan for use in other vital programs. Funds through this grant program are available until depleted and the opportunity close date is August 3, 2015.

Prepared by:   
Paul Kermoyan, Community Development Director

Approved by:   
Mark Linder, City Manager

Opportunity Title:	Planning Program and Local Technical Assistance Program
Offering Agency:	Economic Development Administration
CFDA Number:	
CFDA Description:	
Opportunity Number:	EDAPLANNING2012
Competition ID:	PL-TA
Opportunity Open Date:	
Opportunity Close Date:	08/03/2015
Agency Contact:	David Ives david.raymond.ives@eda.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name:

### Mandatory Documents

Move Form to Complete

Move Form to Delete

### Mandatory Documents for Submission

Application for Federal Assistance (SF-424)  
 Economic Development Administration Application  
 CD511 Form  
 Budget Information for Non-Construction Program  
 Assurances for Non-Construction Programs (SF-42)

### Optional Documents

Attachments

Move Form to Submission List

Move Form to Delete

### Optional Documents for Submission

## Instructions

- 1** Enter a name for the application in the Application Filing Name field.

  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3** Click the "Save & Submit" button to submit your application to Grants.gov.

  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: City of Campbell
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5a. Federal Entity Identifier: <input type="text"/>	* 5b. Federal Award Identifier: <input type="text"/>
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State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
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8. APPLICANT INFORMATION:

* a. Legal Name: City of Campbell	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 94-6003997	* c. Organizational DUNS: 139136605

d. Address:

* Street1: 70 North First Street
Street2: <input type="text"/>
* City: Campbell
County: <input type="text"/>
* State: CA: California
Province: <input type="text"/>
* Country: USA: UNITED STATES
* Zip / Postal Code: 95008

e. Organizational Unit:

Department Name: Community Development	Division Name: Planning
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.	* First Name: Paul
Middle Name: <input type="text"/>	
* Last Name: Kermoyan	
Suffix: <input type="text"/>	
Title: Community Development Director	
Organizational Affiliation: City of Campbell	
* Telephone Number: 408-866-2140	Fax Number: 408-871-5140
* Email: paulk@cityofcampbell.com	

**Application for Federal Assistance SF-424**

Version 02

**9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Economic Development Administration

**11. Catalog of Federal Domestic Assistance Number:**

CFDA Title:

**\* 12. Funding Opportunity Number:**

EDAPLANNING2012

\* Title:

Planning Program and Local Technical Assistance Program

**13. Competition Identification Number:**

PL-TA

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Campbell, CA

**\* 15. Descriptive Title of Applicant's Project:**

Dell Avenue Area Plan as an Economic Development Tool

Attach supporting documents as specified in agency instructions.

[Add Attachments](#) [Delete Attachments](#) [View Attachments](#)

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

\* a. Applicant CA015

\* b. Program/Project CA015

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\* a. Start Date: 08/01/2013

\* b. End Date: 08/01/2014

18. Estimated Funding (\$):

* a. Federal	100,000.00
* b. Applicant	234,495.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	334,495.00

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes  No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. \* First Name: Paul  
Middle Name:   
\* Last Name: Kermoyan  
Suffix:

\* Title: Community Development Director

\* Telephone Number: 408-866-2140 Fax Number: 408-871-5140

\* Email: paulk@cityofcampbell.com

\* Signature of Authorized Representative: Completed by Grants.gov upon submission. \* Date Signed: Completed by Grants.gov upon submission.

**Application for Federal Assistance SF-424**

Version 02

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

[Empty text input area for Applicant Federal Debt Delinquency Explanation]



**ECONOMIC DEVELOPMENT ADMINISTRATION**

**APPLICATION FOR  
 INVESTMENT ASSISTANCE**

The Economic Development Administration (EDA) uses the Application for Investment Assistance to evaluate applications under EDA's economic development assistance programs. EDA may ask applicants to provide supplemental information as needed during the evaluation and selection process. **Please visit our Internet website at [www.eda.gov](http://www.eda.gov) for more information on EDA's programs, selection and evaluation criteria, and application procedures, as set forth in applicable Federal Funding Opportunity (FFO) announcements. These FFO announcements are also published annually in the *Federal Register*.**

<p><b>PWEDA Section 201</b>          (CFDA No. 11.300)          Public Works and Economic Development Program</p> <p><b>PWEDA Section 203</b>          (CFDA No. 11.302)          Planning Program</p> <p><b>PWEDA Section 207</b>          (CFDA No. 11.303)          Local and National Technical Assistance and University Center Economic Development Program</p> <p><b>PWEDA Section 207</b>          (CFDA No. 11.312)          Research and Evaluation Program</p> <p><b>PWEDA Section 209</b>          (CFDA No. 11.307)          Economic Adjustment Assistance Program</p>	<b>Section A</b> - To Be Completed by All Applicants
	<b>Section B</b> - Regional Eligibility (Public Works and Economic Adjustment Assistance)
	<b>Section C</b> - Technical Assistance & Research/Evaluation Assistance
	<b>Section D</b> - To Be Completed by All Non-Governmental Applicants (excluding Public Universities)
	<b>Section E</b> - Budgeting and Staffing/Non-Construction Assistance
	<b>Section F</b> - Partnership Planning Assistance
	<b>Section G</b> - Short-Term Planning Assistance
	<b>Section H</b> - State Planning Assistance
	<b>Section I</b> - Local or National Technical Assistance
	<b>Section J</b> - University Center Program Assistance
	<b>Section K</b> - Economic Adjustment Assistance
	<b>Section L</b> - Revolving Loan Fund (RLF) Assistance
	<b>Section M</b> - Construction Assistance
	<b>Section N</b> - Design and Engineering Assistance

**Application for Investment Assistance (Form ED-900)**  
**OMB Control No. 0610-0094**  
**Expires 05/31/2013**

Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless the collection of information displays a currently valid OMB Control Number.

The information requested in this Application for Investment Assistance is required to obtain or retain benefits from EDA pursuant to the Public Works and Economic Development Act of 1965 (PWEDA), as amended (42 U.S.C. 3121 *et seq.*). The reasons for collecting this information are to enable applicants to submit applications for financial assistance and to assist EDA in determining applicants' eligibility and compliance with legal and programmatic requirements. The information submitted on this application and in accompanying documents is subject to public disclosure under the Freedom of Information Act, as amended (5 U.S.C. 552), unless exempt from disclosure as trade secrets or privileged or confidential commercial or financial information under 5 U.S.C. 552(b)(4).

The public reporting burden for this collection of information is estimated to average 22 hours per response, including time for reviewing instructions, gathering data, and completing the application. Comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing paperwork burden may be sent to: Economic Development Administration, U.S. Department of Commerce, 1401 Constitution Avenue, N.W., Washington, D.C. 20230, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

## **INSTRUCTIONS FOR ELECTRONIC AND HARDCOPY FORMATS**

**Electronic Submissions:** Please visit <http://www.grants.gov/assets/FindApplyUserGuide.pdf> for detailed instructions on electronic submissions. This form is designed to be completed in **Adobe Acrobat Reader, versions 8.1.1 and above**. If using Adobe Acrobat Reader version 8.1.1 or above, all interactive features will work. Responses may be composed in a separate word processing program and then copied and pasted into the appropriate response field. NOTE: Applicants who would like to save a copy for their records must save a copy to their local hard drive under a unique name. Additional documentation or information applicants must provide may be submitted as electronic attachments using the 'Attachments' form that is part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov).

**Hardcopy Submissions:** EDA encourages applicants to submit applications in electronic format via [www.Grants.gov](http://www.Grants.gov). However, if the applicant is unable to complete this application using the latest compatible Adobe Reader version, the applicant may send in a hardcopy application. If submitting a hardcopy application, the applicant should print this application (ED-900), the SF-424, and either the SF-424A (Non-construction Investments) or the SF-424C (Construction Investments), and either the SF-424B (Non-Construction Investments) or the SF-424D (Construction Investments), and the CD-511, and type or print the responses. Applicants should mail the completed application to the appropriate Regional Office. See EDA's internet website ([www.eda.gov](http://www.eda.gov)) for a listing of Regional Offices.

## **NOTE ON EDA'S APPLICATION PROCESS**

To limit the burden on the applicant, EDA only requests certain items of documentation if EDA determines that the applicant's project merits further consideration. Applicants should note that the following items will be subsequently requested if, and only if, EDA selects their project for further consideration:

For all types of projects:

- A copy of the region's Comprehensive Economic Development Strategy (CEDS) or alternate EDA-approved planning document
- Letters of commitment to document non-EDA funding

For construction projects only:

- USGS map of project site
- Letters of commitment from private beneficiaries of the proposed project
- Comments from the metropolitan area review/clearinghouse agency
- A legal opinion and other documentation, as necessary, verifying the applicant's answer to questions regarding project ownership, operation, maintenance, and management
- An engineering report
- An environmental narrative
- Documented approval from the State Historic Preservation Officer (SHPO)

For Revolving Loan Fund projects only:

- Revolving Loan Fund Plan

For non-profit applicants only:

- Certificate of good standing from the state
- A copy of the organization's Articles of Incorporation and By-Laws
- Resolution from a general purpose subdivision of government of a state acknowledging that the organization is acting in cooperation with officials of that subdivision
- Comments from a general purpose government entity (construction projects only)

## SECTION A - TO BE COMPLETED BY ALL APPLICANTS

### General Instructions

Please answer all questions completely and accurately and provide a concise narrative statement for each question below. Most narratives need not exceed one paragraph. Any attachments to this application may either be attached electronically through [www.Grants.gov](http://www.Grants.gov) or submitted in hardcopy to the Regional Office ([www.eda.gov/AboutEDA/Regions.xml](http://www.eda.gov/AboutEDA/Regions.xml)) that processes applications for your state. Applicants should consult EDA's program requirements and evaluation criteria set forth in 13 C.F.R. Chapter III (EDA's regulations), as supplemented by the applicable Federal Funding Opportunity Announcement (FFO) on [www.Grants.gov](http://www.Grants.gov), when completing this application. (EDA's regulations begin on page 20 of the Federal Register notice posted at [www.eda.gov/ImageCache/EDAPublic/documents/pdfdocs2006/2006final\\_20rule\\_2epdf/v1/2006final\\_20rule.pdf](http://www.eda.gov/ImageCache/EDAPublic/documents/pdfdocs2006/2006final_20rule_2epdf/v1/2006final_20rule.pdf).) Applicants are encouraged to contact an EDA representative (see list of Regional Offices above) for assistance in completing this application. Preparation of an application may involve coordination with other local, state and federal agencies. Public Works and Economic Adjustment Assistance projects must satisfy regional eligibility requirements (see 13 C.F.R. § 304.1). Legal citations referencing EDA's regulations are included for the applicant's information; however, all of the information needed to complete this application is contained within the form itself or within the web links included in this form. Legal assistance is not generally required to complete this form, although applicants may need to consult with an attorney concerning any legal issues implicated by the receipt of federal assistance.

Please indicate the type of EDA investment assistance for which you are applying. If you change the type of EDA Investment Assistance for which you are applying, make sure you save the application under a different file name.

- |  |  |
|--|--|
| <input type="checkbox"/> Public Works                          | <i>(Complete Sections A, B, and M and Exhibits A, D and E.)</i>  |
| <input type="checkbox"/> Economic Adjustment                   | <i>(Complete Sections A, B, and K and Exhibit C. Also Complete Sections M and Exhibits A, D, and E if request has construction components, and Section N if request has only design/engineering requirements. Complete Section E if request has no construction components.)</i> |
| <input type="checkbox"/> Partnership Planning                  | <i>(Complete Sections A, C, E, and F and Exhibit C.)</i>   |
| <input type="checkbox"/> Short-term Planning                   | <i>(Complete Sections A, C, E, and G and Exhibit C.)</i>   |
| <input type="checkbox"/> State Planning                        | <i>(Complete Sections A, C, E, G, and H and Exhibit C.)</i>  |
| <input type="checkbox"/> University Center                     | <i>(Complete Sections A, C, E, and J and Exhibit C.)</i>   |
| <input checked="" type="checkbox"/> Local Technical Assistance | <i>(Complete Sections A, C, E, and I and Exhibit C.)</i>   |
| <input type="checkbox"/> National Technical Assistance         | <i>(Complete Sections A, C, E, and I and Exhibit B.)</i>   |
| <input type="checkbox"/> Research and Evaluation Assistance    | <i>(Complete Sections A, C, E and Exhibit B.)</i>  |
| <input type="checkbox"/> Revolving Loan Fund                   | <i>(Complete Sections A, B, E, K, and L and Exhibit C.)</i>  |
| <input type="checkbox"/> Design and Engineering                | <i>(Complete Sections A, B, and N and Exhibit C.)</i>  |

Please indicate which type of applicant you are:

- Governmental (or quasi-governmental, to include District Organizations, universities, or public institutions of higher learning)
- Non-governmental (e.g. private or public non-profit organizations, for-profit organizations)

*In addition to the sections specific to the program for which you are applying (see above), non-governmental applicants also must complete Section D.*

### A.1. Investment (Project) Region

Identify and describe the region where the project will be located, identify and describe the region that will benefit from the project (if different from or in addition to the region in which the project will be located), and discuss the project's expected economic impact. For purposes of this application, a region is defined as "an economic unit of human, natural, technological, capital or other resources, defined geographically. Geographic areas comprising a region need not be contiguous or defined by political boundaries, but should constitute a cohesive area capable of undertaking self-sustained economic development." (See 13 C.F.R. § 300.3 for the definition of "Region.")

The project is located in a city (Campbell) and represents an under-utilized R&D zoned district that could positively impact both this community and the greater surrounding area (Silicon Valley) which is well known for innovation.

### A.2. Investment (Project) Description

Provide a detailed description of the complete scope of work for the proposed EDA investment. If you are proposing a construction project, please include specific construction components. Also, for National Technical Assistance, Training and Research and Evaluation Projects, provide a description of the methodology to be used to complete the project.

Scope of work involves creating an Area Plan for an currently under-utilized and non-cohesive R&D area within the City of Campbell. Preparation includes research, scoping existing conditions and developing long-range design and development goals and objectives to increase the productivity of this immediate area as well as to positively impact the region at large.

*Note: If EDA determines that your project merits further consideration, and if your project includes construction, you will be required to provide a USGS map of the site. You may provide this now using the 'Attachments' form that is part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov) or in hard copy.*

### A.3. Economic Development Needs

- a. Does the region in which the project will be located have a Comprehensive Economic Development Strategy (CEDS)? (See [www.eda.gov/ImageCache/EDAPublic/documents/pdfdocs2006/cedsflyer081706\\_2epdf/v1/cedsflyer081706.pdf](http://www.eda.gov/ImageCache/EDAPublic/documents/pdfdocs2006/cedsflyer081706_2epdf/v1/cedsflyer081706.pdf).) (Note: Except for strategy grants as described in 13 C.F.R. § 303.7, the region in which Public Works or Economic Adjustment projects will be located must have a CEDS with which the project is consistent.)

Yes

No

If Yes, what is the source? Note: If you are unsure if your region has a CEDS, please contact your local District Organization.

If **No**, what alternate strategic planning document do you wish to govern this investment? *Note: You will be asked to provide a copy of this planning document if your project is selected for further consideration. You may provide this now using the 'Attachments' form that is part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov) or in hard copy.*

The City of Campbell's General Plan - Goal LUT-13 and Policy LUT-13.1

- b. Briefly describe the economic development needs of the region and how the proposed investment addresses the goals and objectives of the CEDS for the region or the alternate strategic planning document as noted above. (See 13 C.F.R. part 303.)

Trying to retain and attract tax generating businesses to create a healthy tax balance and to balance the variety of uses and public services.

- c. Briefly describe the economic conditions of the region described in A.1, as well as the economic adjustment problems or economic dislocations the region has experienced (or is about to experience) and the regional impact of these conditions.

This is Silicon Valley with lots of technology. Campbell strives to attract high tech businesses to this under-utilized R&D district of the community.

#### **A.4. Investment (Project) Impact and Fit with EDA Funding Priorities**

Discuss how the proposed investment satisfies EDA's Investment Policy Guidelines as set forth in 13 C.F.R. § 301.8, as well as the EDA funding priorities set forth in the applicable Federal Funding Opportunity (FFO) announcement on [www.Grants.gov](http://www.Grants.gov).

Will create regional economic development plan to stimulate and guide the economic development efforts of a community.

#### **A.5. Applicant's Capability**

Briefly describe the applicant's capability to administer, implement, and attract private sector investments to the project.

Campbell is a centralized vital community with a diverse population and proximity to other vital high-tech communities.

#### **A.6. Proposed Time Schedule for the Project**

Provide a proposed time schedule for completion of the project, including when (month/year) the project will begin and end. Explain any potential issues that could affect project implementation.

It is anticipated that this project time frame will run for one year between October 2013 and October 2014.

#### **A.7. Civil Rights**

- a. Does the applicant understand and agree to comply with all applicable civil rights requirements (see 13 C.F.R. § 302.20), including the requirement to provide signed assurances of compliance?  **Yes**  **No** (explain below)

- b. Do identified "Other Parties" as defined in 13 C.F.R. § 302.20(b) understand and agree to comply with all applicable civil rights requirements, including the requirement to provide signed assurances of compliance?
- Yes       No (explain below)       Not Applicable (No Other Parties Identified)

#### A.8. Proposed Project Budget

- For Construction investments, complete Form SF-424C.
- For Non-Construction investments, complete Form SF-424A.

*Note: If you are applying in hardcopy, you may download these forms from [www.Grants.gov/techlib/SF424A-V1.0.pdf](http://www.Grants.gov/techlib/SF424A-V1.0.pdf) and [www.Grants.gov/techlib/SF424C-V1.0.pdf](http://www.Grants.gov/techlib/SF424C-V1.0.pdf), or go to EDA's website at [www.eda.gov](http://www.eda.gov).*

#### A.9. Non-EDA Funding for the Project

- a. Identify the source, nature and amount of all non-EDA funds, including in-kind contributions (non-cash contributions of space, equipment, services, or assumptions of debt; see definition of "In-Kind Contribution(s)" in 13 C.F.R. § 300.3). Explain the status of all funding commitments, including the date the funds will be available from each source, and describe any conditions or restrictions on the use of such funds. If in-kind contributions are included, explain the basis on which they are valued.

City's CIP includes \$150,000 for development of the Dell Avenue Area Plan. Funds are in the CIP-R (Reserve) fund.

- b. Are all non-EDA funds committed to the project, available as needed, and not conditioned or encumbered in any way that would preclude their use consistent with the purpose of the project? (See 13 C.F.R. § 301.5.)       Yes       No (explain below)

*Note: If EDA determines that your project merits further consideration, and if your project includes construction, you will be required to provide letters of commitment. You may provide these now using the 'Attachments' form that is part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov) or in hard copy.*

- c. Discuss the actions that need to be taken and the timing required to secure the non-EDA funds.

No construction proposed at this time.

- d. Does the applicant plan to seek other federal financial assistance as part of or in connection with this project? If so, please describe the source, amount and any terms and conditions of the funding, and when the funding will be available for use by the applicant.

Yes (explain below)       No

- e. Is the requested EDA investment assistance available from any other federal economic development program?       Yes (explain below)       No (explain below)

If **Yes**, identify the source and provide an explanation of why EDA investment assistance is required.

If **No**, explain your efforts to identify and obtain funding from other sources.

This opportunity was brought to our attention via a Grants Outreach Newsletter from Senator Boxer. Campbell is a small community with limited staffing available to actively search out grant opportunities.

### A.10. Lobbying Certifications

**All applicants** for federal financial assistance must certify that federal funds have not been used and will not be used for lobbying in connection with this request for federal financial assistance (Form CD-511). If non-federal funds have been or are planned to be used for lobbying in connection with this request for federal financial assistance, Form SF-LLL also must be completed. Please certify to the following:

- Applicant's "Certifications Regarding Lobbying" (Form CD-511) is completed. (If applicant is applying in hardcopy, access the form at [www.Grants.gov](http://www.Grants.gov) or at EDA's website at [www.eda.gov](http://www.eda.gov).)
- Applicant's "Disclosure of Lobbying Activities" (Form SF-LLL) is attached, if required. (If not required by law, also check the box. If applicant is applying in hardcopy, access the form at [www.whitehouse.gov/omb/grants/sflllin.pdf](http://www.whitehouse.gov/omb/grants/sflllin.pdf).)

*Note: Applicants must comply with 13 C.F.R. 302.10 regarding attorneys' and consultants' fees and the employment of expeditors. This regulation requires that applicants identify and disclose the amount of fees paid to anyone engaged to assist the applicant in obtaining assistance under the Public Works and Economic Development Act of 1965 (PWEDA), as amended.*

### A.11. Compliance with Executive Order 12372, State Single Point of Contact (SPOC)

- a. Does the state in which the project will be located have a project review process that requires submission to a Single Point of Contact (SPOC)? (See 13 C.F.R. § 302.9(b).) *Note: If you are unsure if your state has a Single Point of Contact, or do not know who this individual is, please refer to OMB's SPOC list ([www.whitehouse.gov/omb/grants/spoc.html](http://www.whitehouse.gov/omb/grants/spoc.html)).*
  - Yes**
  - No** (go to A.12)
- b. If **Yes** to A.11(a) above, does this request for EDA investment assistance meet the SPOC process established by the state?
  - Yes**
  - No** (go to question A.11.d)
- c. If **Yes** to A.11(b) above, were SPOC comments/clearance received?
  - Yes**, and the comments/clearance are attached.
  - No**, the review period has expired and no comments were received.
- d. If **No** to question A.11(b) above, please explain any known reason for the lack of comments.

### A.12. Justification for Sole Source Procurement

- a. Will you subcontract work to complete part or all of this project?
  - Yes**
  - No**

b. If **Yes**, will contracts be awarded by competitive bid?

Yes

No

c. If contracts will **not** be awarded by competitive bid, please provide a justification. A cost analysis will be necessary when adequate price competition is lacking, and for sole source procurements, including contract modifications or change orders.

(See 15 C.F.R. § 14.40-14.48 or § 24.36, as applicable.)

City solicits RPFs from many qualified consulting firms and will hire the most qualified while also evaluating proposed costs when selecting the consultant.

### **A.13. Assurances**

For Construction investments, complete Form SF-424D.

For Non-Construction investments, complete Form SF-424B.

*Note: If you are applying in hardcopy, you may access these forms as part of the application package downloaded from [www.Grants.gov](http://www.Grants.gov), from [www.Grants.gov/techlib/SF424B-V1.1.pdf](http://www.Grants.gov/techlib/SF424B-V1.1.pdf) and [www.Grants.gov/techlib/SF424D-V1.1.pdf](http://www.Grants.gov/techlib/SF424D-V1.1.pdf), or go to EDA's website at [www.eda.gov](http://www.eda.gov).*

## SECTION C - MAXIMUM ALLOWABLE EDA INVESTMENT RATES: TO BE COMPLETED BY PLANNING, TECHNICAL ASSISTANCE, UNIVERSITY CENTER PROGRAM, AND RESEARCH/EVALUATION APPLICANTS ONLY

According to EDA's regulations, the maximum allowable EDA investment rate for Planning Investments, Local and National Technical Assistance, the University Center Program, and Research and Evaluation Investments shall be based on the relative needs of the Region that the project will serve. However, a project of a national scope may be eligible for up to a 100 percent investment rate if the project will be of no or only incidental benefit to the eligible recipient or if the project merits, and is otherwise infeasible without further EDA assistance. Please answer the following questions completely to determine eligibility for an EDA investment rate greater than 50 percent.

1. Is this project national in scope?  
 Yes  No (go to Section D)

2. Please describe how the project is national in scope.

3. Will the project be of no benefit or only incidental benefit to the applicant?  
 Yes (go to question C.4)  No (explain below)

4. Is the project not otherwise feasible without an EDA investment rate greater than 50 percent?  
 Yes (explain)  No

If **Yes**, explain why the project merits an EDA investment rate greater than 50 percent.

5. All applicants for EDA National Technical Assistance, Training, and Research and Evaluation Assistance must complete the EDA National Technical Assistance, Training, and Research and Evaluation Investments Additional Assurances form. See attached Exhibit B of this application.
- Yes**, the applicant's Additional Assurances form is completed.
- Not applicable**; the applicant is not applying for National Technical Assistance, Training, or Research and Evaluation investment assistance.

**SECTION E - BUDGETING AND STAFFING SUPPLEMENT:  
TO BE COMPLETED BY APPLICANTS  
FOR NON-CONSTRUCTION ASSISTANCE ONLY**

1. Explain the proposed use of any amounts budgeted for "Equipment," "Contractual," or "Other," if any, on Form SF-424A, 'Budget Information - Non-Construction Programs.'

The contractual item is the cost of a consultant. This is mid-range quote from among three received. No contract yet signed.

2. Explain the types of indirect costs, if any, on Form SF-424A.

*Note: A completed Indirect Cost Rate Agreement or other documentation applicable to an indirect cost rate determination will be requested if EDA selects the project for further consideration.*

3. Identify key applicant staff who will undertake and complete project activities. Include a description of the knowledge, organizational experience, and expertise of individual staff members. In addition, explain how organizational resources will be used to complete project activities. For National Technical Assistance, Training and Research and Evaluation projects, specify which positions will be charged to the federal and non-federal portion of the project budget. If project is construction ONLY, enter "Not Applicable."

Director Paul Kermoyan will supervise the project using a consultant and involving City leaders, other departments' staff along with public outreach and input.

**SECTION I - TO BE COMPLETED BY APPLICANTS  
FOR LOCAL OR NATIONAL TECHNICAL ASSISTANCE ONLY**

1. Describe how the proposed project will strengthen the capacity of local, State, or national organizations and institutions to undertake and promote effective economic development programs targeted to regions of economic distress.

This is an underdeveloped R&D area that is well located from many directions that could be doubled in capacity to encourage reinvestment in the area, remove processing barriers to expedite permit processing in order to retain and attract high tech industries who need to improve their facilities at a pace that keeps up with technological advances.

2. Describe whether and how the proposed project will benefit distressed regions.

Economically distressed and under-utilized land that is operating below normal R&D standards.

3. Describe any innovative approaches that will be used to stimulate economic development in distressed regions.

The proposed Area Plan will develop a definite blueprint or vision for immediate and future reinvestment and expansion.

4. If applicable, describe how the proposed project is consistent with an EDA-approved CEDS for the region in which the project will be located. (See 13 C.F.R. § 306.2.)

--

**Exhibit C.**

**EDA CAPACITY BUILDING INVESTMENTS  
ADDITIONAL ASSURANCES**

As a duly authorized representative of the applicant, I further certify that the applicant:

1. Will comply with applicable regulations regarding indirect cost rates, if indirect costs are included in the application.
2. Will comply with the requirement that this investment assistance will not provide a proprietary benefit to a private individual, a for-profit corporation or other commercial entity.
3. Understands that attorneys' or consultants' fees, whether direct or indirect, expended for securing or obtaining EDA investment assistance are not eligible costs. See 13 C.F.R. § 302.10(a).
4. Understands that conflicts of interest or appearances of conflicts of interest are prohibited and may jeopardize this application, or result in the forfeiture of investment funds. A conflict of interest occurs, for example, where a representative, official, employee, architect, attorney, engineer or inspector of the applicant, or a representative or official of the federal, State or local government, has a direct or indirect financial interest in the acquisition or furnishing of any materials, equipment, or services to or in connection with the project. See 13 C.F.R. § 302.17.
5. Will comply with the reporting requirements under the Government Performance and Results Act (GPRA) of 1993 for measuring and reporting project performance.

Completed by Grants.gov upon submission

Community Development Director

**SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL**

**TITLE**

City of Campbell

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**APPLICANT ORGANIZATION**

**DATE**

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, 'New Restrictions on Lobbying.' The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

**LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

**\* NAME OF APPLICANT**

City of Campbell

**\* AWARD NUMBER****\* PROJECT NAME**

Dell Avenue Area Plan

**Prefix:**

Mr.

**\* First Name:**

Paul

**Middle Name:****\* Last Name:**

Kermoyan

**Suffix:****\* Title:** Community Development Director**\* SIGNATURE:**

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**\* DATE:**

Completed by Grants.gov upon submission.

**BUDGET INFORMATION - Non-Construction Programs**

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Dell Avenue Area Plan as an Economic Development Tool	CFDA No. 11.302	\$ 100,000.00	\$ 234,495.00	\$	\$	\$ 334,495.00
2.						
3.						
4.						
5. Totals		\$ 100,000.00	\$ 234,495.00	\$	\$	\$ 334,495.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Dell Avenue Area Plan as an Economic Development Tool				
a. Personnel	\$ 84,495.00				\$ 84,495.00
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual	250,000.00				250,000.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	\$ 334,495.00				\$ 334,495.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 334,495.00				\$ 334,495.00
7. Program Income	\$ 0.00				\$ 0.00

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**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	\$ 234,495.00	\$	\$	\$ 234,495.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 234,495.00	\$	\$	\$ 234,495.00

**SECTION D - FORECASTED CASH NEEDS**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 100,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
14. Non-Federal	\$ 234,495.00	\$ 58,623.75	\$ 58,623.75	\$ 58,623.75	\$ 58,623.75
15. TOTAL (sum of lines 13 and 14)	\$ 334,495.00	\$ 83,623.75	\$ 83,623.75	\$ 83,623.75	\$ 83,623.75

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$ 0.00	\$	\$	\$
17.	\$ 0.00			
18.	\$ 0.00			
19.	\$ 0.00			
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges:	300,000	22. Indirect Charges:	
23. Remarks:			

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.