

2015 CFA PROJECT DEVELOPMENT PRIMER



NEW YORK
STATE OF
OPPORTUNITY™

Mohawk Valley Regional Economic Development Council

2014

Mohawk Valley Regional
Economic Development Council

Sustaining Momentum



Fulton • Herkimer • Montgomery • Oneida • Otsego • Schoharie

CORE STRATEGIES

GROW Business and Enhance Regional Concentrations

BUILD A 21st Century Workforce through Alignment and Education

CREATE Innovation Enabling Infrastructure & Pathways to Innovation

REVIVE Increase Spatial Efficiencies by investing in Smart Growth

FORGE Partnerships and Strengthen Government and Civic Effectiveness

2014 INITIATIVES

HIGH-TECH

DOWNTOWN

WATERFRONT

AGRICULTURE
&
AGRIBUSINESS

TOURISM

PROPOSING A PROJECT to the MVREDC

Do you have a potential CFA project?

Is your project ready to start within 6-12 Months?

CFA Application or Pipeline?

YES. Contact Project Development Committee and Apply to the CFA

NO. contact your Project Development Committee representative.

Important Considerations

FINANCING

TIMELINE

STRATEGIC ALIGNMENT

AGENCY or PROGRAM

Developing Your Proposal

Project should have a complete plan of financing, and the short-term financing package in place to cover costs of entire project.

Clearly identify realistic dates for project start, milestones, and substantial completion.

A competitive project will align with one or more of the MVREDC strategies and clearly advance regional initiatives.

The CFA process opens the door to dozens of NYS programs. Read through the AVAILABLE CFA RESOURCE GUIDE to select the appropriate funding program.

- **What is a Priority Project?** Priority Projects are applications for ESD Capital funds that are determined by the REDC to have the most broad, region-wide impact among the field of projects. Each year, a list of ESD Priority Projects is proposed in MVREDC Progress Report and Action Plan ([see page 50 of the 2014 Action Plan](#)).
- Non-ESD applications may also be determined “Other Priorities” outside of the Priority Project list (page 48), applying the same logic.
- All Priority Projects and Other Priorities receive the full score of 20 points from the MVREDC. The appropriate agency is responsible for the final scoring, up to 80 points. Total possible scoring is as follows: REDC Score (20) + Agency Score (80) = 100 possible points.

Applying to the CFA

Consult the Manual

Carefully read the **CFA Application Manual** prior to beginning the CFA process.

LOGIN

Once you have completed the initial procedure, you will be given a **unique CFA number and token** (password) for your project.

COMMUNITIES AND NOT-FOR-PROFITS MUST BE REGISTERED UNDER THE GRANTS GATEWAY IN ORDER TO BE ELIGIBLE FOR CFA FUNDING

Important Considerations

Start your application early. Once assigned your CFA # and Token, you may login at any time from anywhere, so get started and build your application over time.

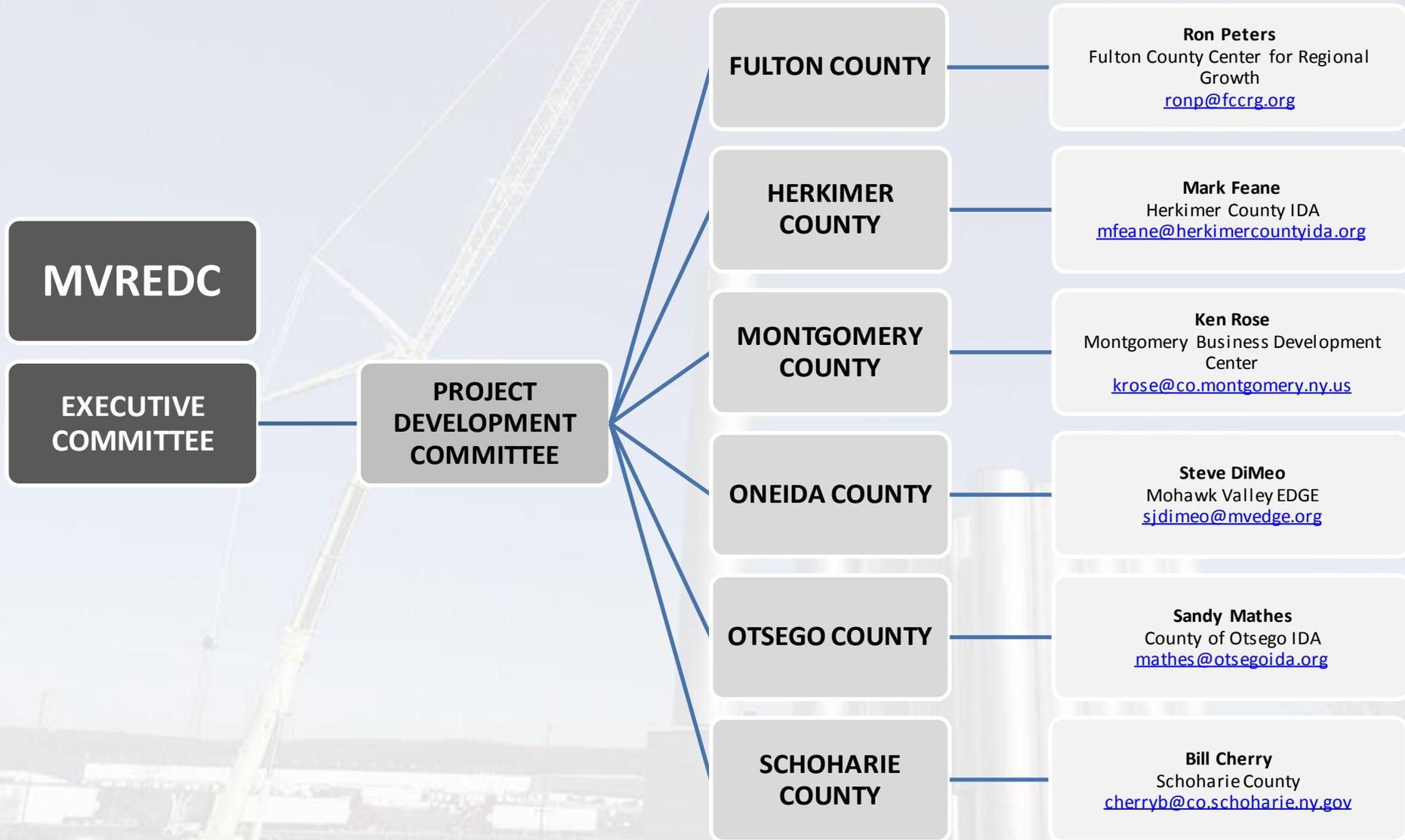
Select the appropriate **Agency and Funding Program**. Multiple funding sources may be sought for each project; but only one project per CFA Application.

FINALIZE your application prior to the deadline. Waiting until the last minute can prove fatal to a project application.

Work with your local Project Development Committee representative to ensure that your project is in alignment with core strategies and advances one or more REDC initiatives.

- **All projects seeking funding in 2015 must complete a 2015 CFA APPLICATION** (online) and finalize prior to the posted deadline. There are no exceptions. *Expect CFA Round V to open later this spring.*
- Applicants are encouraged to contact the local Project Development Committee representative for technical assistance (next page) and to ensure that your project aligns with core MVREDC Strategies.

PROJECT DEVELOPMENT COMMITTEE



- Applicants are encouraged to contact their local Project Development Committee representative.