



Department of
Development

John R. Kasich, Governor

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JobsOhio Network Program

Fiscal Year 2012 Request for Proposals (RFP)

- RFP Released – July 5, 2011
- Proposals due by 2:00 PM – July 22, 2011
- Review and Award approximately – August 2011



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JobsOhio Network Program

Fiscal Year 2012 Request for Proposals (RFP)

1 Ohio Third Frontier Statement of Solicitation

1.1 Background

The Ohio Third Frontier (OTF) represents an unprecedented and bipartisan commitment to expand Ohio's technological strengths and promote commercialization that leads to economic prosperity throughout Ohio. Designed to build world-class research programs, nurture early-stage companies, foster technology development that makes existing industries more productive, and develop Ohio's current and future workforce for Ohio businesses, OTF creates opportunity through innovation. In targeted areas of technology, the multi-year State of Ohio initiative supported with more than \$2 billion is catalyzing the growth of existing and emerging industry clusters by:

- Increasing the quantity of high-quality research that has commercial relevance to Ohio companies;
- Expanding access and availability of investment capital to create, grow, and attract technology-based enterprises;
- Growing and nurturing an increasingly experienced pool of entrepreneurial management talent;
- Addressing the technical needs of existing companies pursuing new products and production processes; and,
- Contributing to the expansion of a technologically proficient workforce.

1.2 Request for Proposals Issuance

This Request for Proposals (RFP) is being issued for grants to be awarded under the Ohio Third Frontier (OTF). The OTF Commission (OTFC) reserves the right to fund any Proposal in full or in part, to request additional information to assist in the review process, to reject any or all proposals responding to this RFP, and to re-issue the RFP and accept new proposals if OTFC determines that doing so is in the best interests of the State of Ohio. Issuing this RFP does not bind the State to make an award of Grant Funds. Any award of Grant Funds in respect to this RFP will be subject to availability of funds as provided in Ohio Revised Code Section 126.07.

All capitalized words and phrases not otherwise defined in this RFP have the meanings given them in Appendix A – Definitions.

All costs incurred in preparation of a Proposal shall be borne by the Lead Applicant and its team. Proposal preparation costs and/or proposal consultancy costs are not recoverable from Grant Funds nor will they be considered as cost share to the Project. The State shall not otherwise contribute to or be liable for the costs of Proposal preparation.

If requested, Lead Applicants must attend the OTFC meeting at which proposals will be considered for funding. The funding decisions of OTFC are final. All Lead Applicants will be notified of the outcome of their applications after OTFC makes its funding decisions. Award of Grant Funds is subject to approval by the State's Controlling Board. If requested, Lead Applicants selected by OTFC for funding must attend the Controlling Board meeting at which their applications for funding are to be considered.

The Ohio Department of Development (Development) administers this RFP. Development reserves the right to adjust the dates for this RFP for whatever reason it deems appropriate. Development's Technology and Innovation Division will administer all Grants made under this RFP.

1.3 The RFP Process

The RFP process will consist of the following steps:

- Release of RFP
- Submittal of Proposals

Each of these steps is discussed below.

1.3.1 Release of RFP

This RFP will be released by publication on the OTF website: www.thirdfrontier.com.

1.3.2 Submittal of Proposal

It is the responsibility of each Lead Applicant to ensure that Development's Technology and Innovation Division receives Proposals in the prescribed manner and by the submission deadline. Late Proposals will not be reviewed.

A Lead Applicant must ensure that a Proposal submitted in response to this RFP complies with all the requirements set forth in this RFP. All Lead Applicants are advised to read this RFP carefully to ensure a complete understanding of the Proposal requirements. In particular, the form, format, and content of all Proposals must follow the directions provided in Sections 2, 3 and 4 and use the forms presented in Appendix B – Application Form.

The Lead Applicant is solely responsible to ensure its Proposal is complete, accurate, responsive to the requirements of this RFP, and received by Development's Technology and Innovation Division on time. Proposals will be forwarded to an external evaluator for independent review.

2 Program Description

2.1 Purpose and Goals

With the loss of more than 400,000 jobs since 2006, Ohio must improve the way it approaches economic development if it is to timely and effectively respond to the

challenges of the marketplace. Re-aligning economic development efforts in Ohio to make job creation and economic development a high priority is critical, with the belief that economic vitality comes from a strong innovative, flexible private sector. By enhancing Ohio's government-based economic development efforts with a pioneering approach, modeled after private business, Ohio will be enabled to become more proactive, competitive, and responsive to emerging and promising opportunities.

JobsOhio is a visionary new organization being established to propel job growth and economic expansion in Ohio. With a focus on strategic industry sectors, JobsOhio will aggressively pursue the retention, expansion and recruitment of businesses with high potential for job and wealth creation in the state. To achieve its goals, JobsOhio seeks to leverage statewide and regional strengths, organizing limited resources to create the highest possible leverage. This includes tight integration with the technology and entrepreneurial assets throughout the state that are the core of Ohio's growing innovation economy.

To be effective in implementing a comprehensive economic development strategy, JobsOhio will act through a coordinated network of regional partners. The JobsOhio Network (Network) will be structured around six geographic regions as defined in [Appendix C – Geographical Regions](#). In addition to defining the partnerships by region, each organization will have the responsibility for supporting, both on a regional and statewide level, industry sector focus areas including Aerospace/Aviation, Energy, Biotechnology, AgBio/Food Sciences and Banking/Finance.

Roles and Responsibilities and Deliverables

JobsOhio Network Program regional partner organizations will be charged with the following roles and responsibilities:

- To serve as the JobsOhio regional office;
- Within a framework defined by JobsOhio, to develop, update and communicate an economic development strategy for the region;
- To build a highly functional network of local partners to generate qualified leads and advanced technology commercialization;
- To develop an operational model for business recruitment, retention, and expansion, and the transition of technology into new companies and products;
- To define and implement a common set of standards to evaluate and qualify investment opportunities; and,
- To define shared goals, deliverables and associated metrics and institute a network-wide performance measurement and reporting system.

Within a two (2) year start-up period, JobsOhio Network Program regional partners must provide:

- An initial regional strategy with an update by the end of year one;
- A regional Network design with identification of key collaborators and their roles, responsibilities and commitments, recognizing the Network structure

must be able to support recruitment, retention and expansion, technology commercialization and investment;

- Implementation of the Network on an operational timeline; and,
- A retention and expansion operating model.

While JobsOhio will not receive any funding from the JobsOhio Network Program, it will serve as the Manager of the JobsOhio Network, coordinating the defined activities of the regional partner organizations.

2.2 Lead Applicant Eligibility

Development is seeking Proposals from entities interested in receiving JobsOhio Network Program funding to drive job growth and economic expansion in Ohio.

Existing in Ohio are a number of regionally-based economic development organizations with a breadth and depth of capabilities that align well with the mission and goals of JobsOhio. Leveraging the knowledge and assets of these local organizations and their rich network of relationships with businesses, research organizations, financial institutions, economic development intermediaries and local governments is critical to accelerating the launch of JobsOhio and to its long-term sustainable success in job creation and economic expansion.

Lead Applicants are to be located within one of the six defined Ohio regions listed in Appendix C – Geographical Regions. Development expects to fund one regional partner from each of the six regions. The six organizations eligible to submit a proposal as the Lead Applicant, their region and targeted industry sectors are as follows:

- Regional Growth Partnership, Northwest Region
- Team NEO, Northeast Region
- Columbus 2020!, Central Region
- Dayton Development Coalition, Western Region
- Cincinnati USA Partnership, Southwest Region
- Appalachian Business Council, Southeast Region

2.3 Funding and Cost Share

Development anticipates awarding up to \$24 million in grants for the FY2012 JobsOhio Network Program. The amount of funding requested should be based on the expected level of business activity and lead generation in the targeted industry sectors in the region being served, as well as a critical assessment of the capacity that currently exists in the region to work with these industries in support of JobsOhio.

Cost Share must be in the form of cash and must be from private, rather than public, sources. In both Year 1 and Year 2, the monetary value of the Cost Share commitment must be at least one dollar (\$1) for every one dollar (\$1) of State Grant Funds requested (i.e., a ratio of 1:1). Proposed Cost Share must represent a commitment of cash to the Network described in the Proposal. It will be the

responsibility of the Lead Applicant to insure that the Cost Share ratio requirement is met or exceeded, and that all proposed Cost Share and reporting requirements are met. Cost Share proposed by all entities committing to the Network must be firmly committed, with no contingencies or conditions.

2.4 Term of Project Period

The term of the JobsOhio Network Program's Project Period will be two (2) years starting from the date of the fully executed Grant Agreement.

3 General Proposal Requirements

3.1 General Instructions

Proposals must be submitted in the following manner:

- One original paper version marked as "Original", two additional paper copies marked "Copy", and two CDs each containing a complete single, unlocked PDF file of the Proposal.
- Proposals must be received by the deadline and in the manner specified below before the RFP closes. Proposals are to be submitted via e-mail to Development's Jon Dudley, Ohio Third Frontier Operations Manager, at jon.dudley@development.ohio.gov.
- Proposals are to be submitted on 8.5 x 11-inch paper.
- Margins must not be less than $\frac{3}{4}$ of an inch on all sides, with the exception of forms found in Appendix B – Application Form of this RFP.
- Font must be 11 point or larger with no more than 6 lines per inch.
- All pages must be numbered consecutively using the format "Page [#] of [total number of pages]" (e.g., Page 2 of 10).
- The Proposal title and Lead Applicant name must appear at the bottom of each page.
- Proposals should not include color figures that cannot be understood when photocopied in black and white.
- The first page of the Proposal must be the Application Information Page.
- Do not include a cover or cover letter other than the Application Information Page.

3.2 Trade Secret Information

All Lead Applicants are strongly discouraged from including in a Proposal any information that the Lead Applicant considers to be a “trade secret,” as that term is defined in Section 1333.61(D) of the Ohio Revised Code. All documents and information submitted in response to this RFP are deemed public records under Ohio Revised Code Section 143.49 and will be publicly released pursuant to a public records request unless a statutory exception exists exempting all or portions of the record from release. A “trade secret” is one such statutory exemption. If any information in the Proposal is to be treated as a trade secret, the Proposal must:

- Identify each and every occurrence of the information within the Proposal with an asterisk before and after each line containing trade secret information and underline the trade secret information itself.
- Check the “This Application Does include information considered a ‘trade secret’” box on the Applicant Information Page.
- Include a page immediately after the Application Information Page that lists each page in the Proposal that includes trade secret information and the number of occurrences of trade secret information on that page.

To determine what qualifies as trade secret information, refer to the definition of “trade secret” in the Ohio Revised Code, which is reproduced below for reference:

- (D) “Trade Secret” means information, including the whole or any portion or phase of any scientific or technical information, design, process, procedure, formula, pattern, compilation, program, device, method, technique, or improvement, or any business information or plans, financial information, or listing of names, addresses, or telephone numbers, that satisfies both of the following:
- (1) It derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use.
 - (2) It is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.

Development requires non-disclosure agreements from all non-Development persons who may have access to proposals containing trade secret information, including evaluators.

3.3 Order and Content of Proposal Sections

3.3.1 Application Information Page

The first page of the Proposal must be the completed Application Information Page found in Appendix B – Application Form to this RFP.

3.3.2 Trade Secret Information

This section of the Proposal must disclose any trade secret information included in the Proposal. This page is only required and must be included if there is any information to be treated as a trade secret in the Proposal. Follow the instructions in Section 3.2 of this RFP.

3.3.3 Lead Applicant Information

Complete and include the Lead Applicant Contact Information Page found in [Appendix B – Application Form](#) to this RFP. One individual may serve in more than one capacity.

3.3.4 Statement of Work

In addition to the [Appendix B – Application Form](#), Lead Applicants must provide a detailed plan for fulfilling the roles and responsibilities of a JobsOhio Network regional partner, with specific emphasis on providing the deliverables defined for the start-up phase of the Network in Section 2.2 Roles and Responsibilities and Deliverables. Lead Applicants must be able to clearly provide and demonstrate all of the following:

- **Organizational Capabilities:** Provide a description of relevant organizational experience and capabilities that will directly contribute to fulfilling the Lead Applicant’s roles and responsibilities as a JobsOhio Network regional partner. If relevant, define any collaborations the Lead Applicant has or needs to establish immediately to provide the deliverables defined in Section 2.2 for the start-up phase of the Network.
- **Management Plan:** Identify the regional partner organization manager and other key personnel who will be involved in the start-up phase of the Network, their roles and responsibilities, and the rationale for their selection for key positions.
- **Needed Resources:** Define any significant personnel or other resources, not currently within the organizations capabilities of the Lead Applicant or collaborators, which will need to be acquired to provide the defined deliverables for the start-up phase of the Network.

3.3.5 Performance Goals

This section of the Proposal must address the performance measures that are anticipated to be achieved during the Project Period. This should include preliminary projections of qualified leads that will be generated in targeted industry sectors, in the categories of recruitment, retention, expansion, and technology commercialization.

3.3.6 Budget and Budget Narrative

State funds awarded as a result of this RFP must be used to support specific economic development activities directly related to the JobsOhio Network Program. Lead Applicants must provide a two (2) year budget table clearly identifying all uses of the OTF funds and Cost Share committed. The table should be structured such that a clear explanation is provided for each of the two years. All funding from the JobsOhio Network Program must be used for new capacity and activities in support of JobsOhio and cannot substitute for funds, current or future, that the Lead Applicant or any collaborators acquire from other sources to support baseline organizational functions. Eligible budget categories include:

- Personnel
- Supplies
- Purchased Services
- Travel
- Meetings
- Indirect Expenses

Budget Narrative: In addition to the budget form, a Budget Narrative must be included that clearly describes all uses of Grant Funds and Cost Share funds for the Project Period, which cannot exceed two (2) years.

3.4 Page Limitations

Any pages beyond the page limit listed below will be eliminated from the Proposal before it is sent for review and evaluation. Except as otherwise noted, appendices or other methods to augment the information presented in the Proposal are not allowed. Reference to web-based information to supplement the Proposal is not permitted, and such references will not be considered in the evaluation.

- Application Information Page – See Appendix B – Application Form
- Statement of Work – 10 pages
- Performance Goals – 1 page
- Budget and Budget Narrative – 2 pages

4 Awards Process

4.1 Proposal Review and Evaluation Procedures

The OTF uses a competitive, objective, and transparent process to make awards to projects based on proposals that reflect meritorious statement of work content and potential for positive impacts on the economic conditions in Ohio.

An annual strategic plan, recommended by the Ohio Third Frontier Advisory Board (OTFAB) and approved by the OTFC in open, public meetings, drives program framework and budget allocations. Following the OTFC established program framework, this RFP establishes specific award criteria and describes in detail the competitive peer review process. This RFP process complies with ORC Section 184.02 (B) which states:

*In addition to the powers and duties under sections 184.10 to 184.20 of the Revised Code, the Commission shall do all of the following:
(1) Establish a competitive process for the award of grants and loans that is designed to fund the most meritorious proposals and, when appropriate, provide for peer review of proposals.*

The external evaluator has been selected for their expertise relevant to the content of the OTF program. The external evaluator will conduct a single-stage review using its proprietary methodology applied in a manner that takes account of evaluation criteria from this RFP.

Taking into consideration the information contained in written proposals, the external evaluator will analyze their findings for all proposals and will prepare a final report based on the relative merits of the proposals and whether they meet the intent and goals and purposes of the JobsOhio Network Program. The final report will be delivered to Development staff, who will provide OTFC members with the external evaluator report together with information about the amount of funding available for program awards. These written materials will be distributed to OTFC members prior to the scheduled public meeting date at which award decisions will be made.

4.2 Evaluation Criteria

Only the most meritorious proposals are sought for funding. Proposals will be evaluated based on responsiveness to all the requirements of this RFP. Implicit in those requirements and evaluation criteria is the quality of the statement of work and budget.

The following criteria have been designated with the highest relevance to and weighting for the JobsOhio Network Program:

- Alignment of the Proposal with the JobsOhio Network Program purpose, goals, objectives, eligibility, and funding requirements as described in Section 2 of this RFP.
- Quality of the responses to the requirements of this RFP as outlined in the Statement of Work, Performance Goals, and Budget. The following specific elements of the plan will be examined:
 - Degree to which the proposed Project will help build the State's economic development activities, including the retention, expansion and recruitment of businesses with high potential for job and wealth creation in the state;

- Degree to which the proposed Project will leverage statewide and regional strengths, including integration with technology and entrepreneurial assets;
 - Degree to which the proposed Project will perform the expected Network regional partners' roles and responsibilities;
 - Composition and strength of a regional partner's assembled Network and the ability of the regional partner to meet all of the expected deliverables; and,
 - Availability of all resources needed to conduct the work.
- Compliance with this RFP's administrative requirements.

The evaluation criteria are designed to support the mission and goals of OTF and its various programs.

4.3 Award Decision

At a public meeting, the external evaluator will lead the presentation of proposals, and Development staff will provide necessary programmatic details including information about funds available and program goals and criteria. Lead Applicants will be informed of the meeting at www.thirdfrontier.com and through direct notification from Development staff. If requested, Lead Applicants must attend the OTFC meeting at which proposals are considered for funding. Both the external evaluator and Development staff will be available to respond to questions from OTFC members. During the public meeting, and only at the specific request of an OTFC member, Development staff will provide a funding recommendation.

OTFC members will deliberate and exercise their independent judgment regarding award decisions based on all the information exchanged. OTFC may approve awards subject to conditions identified during its deliberation. OTFC acts by the affirmative vote of a majority of its members. The funding decisions of OTFC are final. All Lead Applicants will be notified of the outcome of their Proposals after OTFC makes its funding decisions.

All decisions taken by OTFC, including votes and a summary of any award conditions, will be recorded in minutes of the OTFC meeting. If and to the extent OTFC deviates from a recommendation of an external evaluator, those deviations will be reflected in meeting minutes.

4.4 Award and Grant Agreement Preparation and Execution

Awards of Grant Funds will be made based on Proposals as submitted (including such modifications as may be agreed by the Lead Applicant), the Project budget, and any conditions set forth by OTFC. The grant will remain open for the duration of the Project, plus a three-year reporting period during which annual reports are required to be submitted to Development.

Following selection by OTFC, an award of Grant Funds must be approved by the State's Controlling Board, a legislative body that reviews appropriation of State funds. Development will request Controlling Board review as soon as possible after the OTFC funding decision.

Development will prepare a Grant Agreement. The Grant Agreement will incorporate the Proposal and Project budget, as either may have been modified by evaluation findings, funding decisions, or other terms or conditions consistent with the approval by OTFC.

Grant Agreements are sent to Lead Applicants for review and signature. Development executes Grant Agreements on behalf of OTFC after the Grant Agreement is accepted by the Lead Applicant. After Development executes the Grant Agreement, the Grant is entered on the State's accounting system and invoices may be submitted. Once the Grant Agreement is fully-executed, the Lead Applicant will be considered and referred to as a "Grantee."

A Grantee is required to complete the Project as described in the Grantee's Proposal as submitted and with only those modifications as agreed by the Grantee and Development in finalizing the Grant Agreement. Development will assign a Program Administrator who will work with the Grantee throughout the Project Period. Development staff and the Grantee will develop a series of performance metrics that will be used to measure progress on the Grant Agreement.

All Grantees will be required to submit to Development monthly progress and metrics reports, as well as invoices and expenditures reports, to document achievement of Project milestones, to report Project-related success stories, and to submit post-Project completion annual reports for a period of three (3) years. All reports and invoices will be submitted in the form and format required by Development, which may change from time to time.

From time to time during the Term of the Agreement, Grantee may organize conferences or other events open to industry representatives or the general public related to the Project, the subject matter of the Project or associated work of Grantee. In consideration of the Grant, up to two (2) representatives of Grantor may attend such conferences and events for the purposes of sharing information between Grantee, its Collaborators and other constituents, and Grantor. Grantee shall provide Grantor reasonable advance notice of any such conferences and events. Grantor will not be charged registration fees to attend such events.

4.5 Mandatory Compliance

The following restrictions apply to all OTF Projects:

4.5.1 Human and Animal Research

For any Proposal that includes use of human subjects, the Lead Applicant's and each Collaborator's human subject policies and procedures must comply with the Code of Federal Regulations, Title 45, Part 46. For any Proposal that includes use of animal subjects, the Lead Applicant's and each Collaborator's animal subject policies and procedures must comply with US Code, Title 7, Sections 2131-2156.

4.5.2 Obligations to the State; Compliance with Laws

Grantees will be required to certify in the Grant Agreement that they do not owe: (1) any delinquent taxes to the State or a political subdivision of the State; (2) any moneys to the State or a state agency for the administration or enforcement of any environmental laws of the State; and (3) any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not.

Grant Agreements will require Grantees to comply with all applicable federal, state, and local laws in the performance of the Project. Grantees must accept full responsibility for payments of all unemployment compensation, insurance premiums, workers' compensation premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by Grantees on the performance of the work authorized by the Grant Agreements.

4.5.3 Other Compliance

Grant Funds may not be used for research involving tissue obtained from aborted fetuses. (See Ohio Revised Code Section 2919.14)

5 APPENDICES

- A. Definitions**
- B. Application Form**
- C. Geographical Regions**

Appendix A

JobsOhio Network Program

Definitions

Definitions

Effective Date – The date upon which a Grant Agreement between a Lead Applicant and the State of Ohio is effective.

Grant Accounts – Accounts established and maintained by a Grantee to record separately in its books and records receipt and use of Grant Funds.

Grant Agreement – A legal agreement setting forth the terms and conditions upon which Grant Funds are awarded and the respective rights and obligations of the Lead Applicant and the State of Ohio with respect to Grant Funds and the Project for which they are to be used.

Grant Funds - Financial assistance in the form of money awarded by a government agency to an eligible applicant in order to accomplish a public purpose of support or stimulation of development authorized by statute.

Indirect Cost – A cost that is incurred for common or joint objectives and therefore cannot be identified readily and specifically with a particular sponsored project but nevertheless is necessary to the operation of the organization. Also known as “Facilities & Administrative (F&A) cost.”

Key Personnel - Individuals from the Lead Applicant who represent a Project’s leadership.

Lead Applicant – The entity that submits a Proposal and will be legally and financially responsible for the administration of any resulting award of Grant Funds.

OTF Website – www.thirdfrontier.com

Principal Place of Business - A facility located in the State of Ohio where the Lead Applicant, who is registered with the Secretary of State to conduct business in Ohio, maintains physical operations managed by a senior representative of the Lead Applicant who is authorized to make decisions and to obligate the Lead Applicant and its resources. This facility must be owned by the Lead Applicant or be subject to a lease, the balance of which matches or exceeds the term of the Grant Period. The facility must be a recipient or beneficiary of a significant amount of the funds awarded to the Grantee.

Program Administrator – Personnel of the Ohio Department of Development assigned to monitor the progress of a Project awarded Grant Funds.

Project – The plan of activity or activities that make up the total scope of work for which an award of Grant Funds is requested and for which a Proposal is approved.

Project Completion Date – The date by which the Grantee shall complete the Project and incur all eligible expenses.

Project Period – The period of time from the Effective Date until the Project Completion Date.

Proposal – A proposal as submitted by a Lead Applicant seeking an award of Grant Funds in response to a Request for Proposals issued for a particular Third Frontier Program.

Supplies – Materials, including equipment, which both costs less than \$5,000 and has a useful life of less than one year.

Appendix B

JobsOhio Network Program

Application Form *(found in Word document below)*

JobsOhio Network Program

FY2012 Request for Proposals

Application Information Page



This Application: Does Does Not include information considered a "trade secret" under Ohio Revised Code Section 1333.61 (D)

| | |
|-------------------------------|--|
| Lead Applicant Name | |
| Lead Applicant Address | |
| | |
| | City: _____ Ohio County: _____ |
| | State: _____ Zip Code: _____ |

| | |
|-----------------------|--|
| Project Title: | |
|-----------------------|--|

| | | |
|---------------------|------------------------------|---------------------------|
| State Funds: | OTF Funds Requested \$ _____ | Cost Share Funds \$ _____ |
|---------------------|------------------------------|---------------------------|



Typed Name of Authorizing Agent Title of Authorizing Agent

Signature Date

For ODOD Use Only

| | |
|---------------|---------------|
| Date Received | Proposal ID # |
|---------------|---------------|

JobsOhio Network Program

Lead Applicant Contact Information

| | | |
|-------------------|------------------|-----|
| Authorizing Agent | Name | |
| | Title | |
| | Organization | |
| | Address | |
| | | |
| | City, State, Zip | |
| | Telephone | Fax |
| | E-Mail | |

| | | |
|------------------|------------------|-----|
| Project Director | Name | |
| | Title | |
| | Organization | |
| | Address | |
| | | |
| | City, State, Zip | |
| | Telephone | Fax |
| | E-Mail | |

| | | |
|--------------|------------------|-----|
| Fiscal Agent | Name | |
| | Title | |
| | Organization | |
| | Address | |
| | | |
| | City, State, Zip | |
| | Telephone | Fax |
| | E-Mail | |

| | | |
|---------------------|------------------|-----|
| Grant Administrator | Name | |
| | Title | |
| | Organization | |
| | Address | |
| | | |
| | City, State, Zip | |
| | Telephone | Fax |
| | E-Mail | |

Authorizing Agent – the individual authorized by the Lead Applicant to accept the terms and conditions of an award of Grant Funds.

Project Director – the individual authorized by the Lead Applicant to direct the Project for which the Grant Funds have been awarded.

Fiscal Agent – the individual authorized by the Lead Applicant to sign Grant-related financial documents, e.g., Requests for Payment, Grant financial reports, etc.

Grant Administrator – the individual authorized by the Lead Applicant to oversee the day-to-day administration of the Grant Funds, including preparing progress reports, monitoring Project progress, etc.

Note: The same individual may hold more than one of these positions.

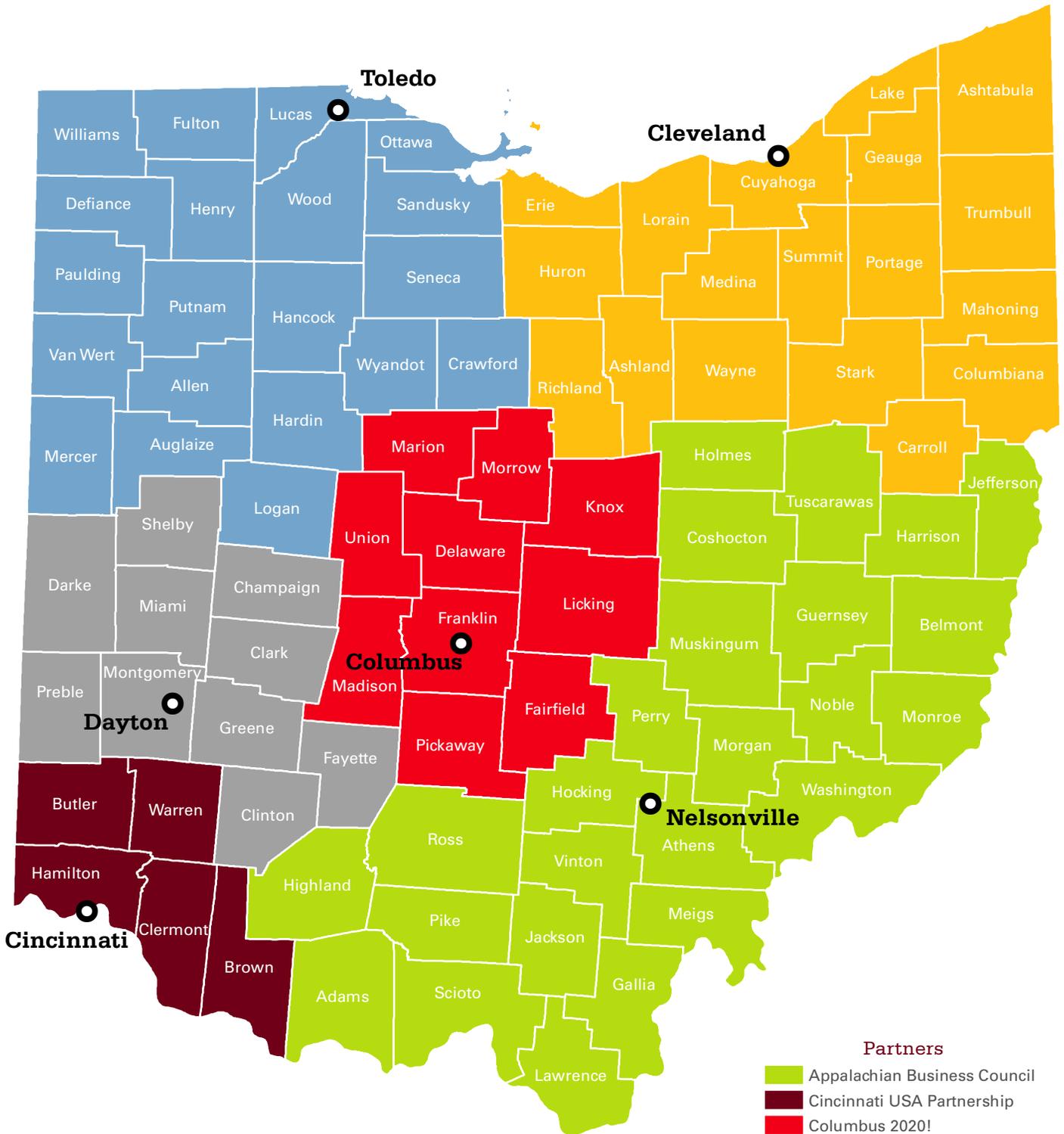
Appendix C

JobsOhio Network Program

Geographical Regions

JobsOhio Network

RFP Service Territories



Partners

- Appalachian Business Council
- Cincinnati USA Partnership
- Columbus 2020!
- Dayton Development Coalition
- Regional Growth Partnership
- Team NEO