

# Round 3: Application Form

## Local Government Innovation Fund

Step One: Fill out this Application Form in its entirety.

Step Two: Fill out the online submission form and submit your application materials. All supplemental application materials should be combined into one file for submission.

### LGIF: Applicant Profile

<b>Lead Applicant</b>	
<b>Project Name</b>	
<b>Type of Request</b>	
<b>Funding Request</b>	
<b>JobsOhio Region</b>	
<b>Number of Collaborative Partners</b>	

#### Office of Redevelopment

Website: <http://development.ohio.gov/Urban/LGIF.htm>

Email: [LGIF@development.ohio.gov](mailto:LGIF@development.ohio.gov)

Phone: 614 | 995 2292

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

Lead Applicant				
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
City, Township or Village			Population (2010)	
County			Population (2010)	
Did the lead applicant provide a resolution of support?		Yes (Attached)	No (In Process)	

Project Contact				
Complete the section below with information for the individual to be contacted on matters involving this application.				
	Project Contact		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	

Fiscal Officer				
Complete the section below with information for the entity and individual serving as the fiscal agent for the project.				
	Fiscal Officer		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	
Is your organization registered in OAKS as a vendor?		Yes	No	

Section 1  
Contacts

Lead Applicant		<b>Round 3</b>	
Project Name		Type of	

<b>Single Applicant</b>		
Is your organization applying as a single entity?	Yes	No
Participating Entity: (1 point) for single applicants		

<b>Collaborative Partners</b>		
Does the proposal involve other entities acting as collaborative partners?	Yes	No
<p>Applicants applying with a collaborative partner are required to show proof of the partnership with a partnership agreement signed by each partner and resolutions of support from the governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. Include these documents in the supporting documents section of the application.</p> <p>In the section below, applicants are required to identify population information and the nature of the partnership.</p> <p>Each collaborative partner should also be clearly and separately identified on pages 4-5.</p>		
Number of Collaborative Partners who signed the partnership agreement, and provided resolutions of support.		
Participating Entity: (5 points) allocated to projects with collaborative partners.		

<b>Population</b>		
The applicant is required to provide information from the 2010 U.S. Census information, available at: <a href="http://factfinder2.census.gov/">http://factfinder2.census.gov/</a>		
Does the applicant (or collaborative partner) represent a city, township or village with a population of less than 20,000 residents?	Yes	No
	List Entity	
	Municipality/Township	Population
Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents?	Yes	No
	List Entity	
	County	Population
Population: (3-5 points) determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred.		

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

**Nature of Partnership (2000 character limit)**

As agreed upon in the partnership agreement, please identify the nature of the partnership, and explain how the main applicant and the partners will work together on the proposed project.

Section 2 Collaborative Partners

**List of Partners**

The applicant applying with collaborative partners (defined in §1.03 of the LGIF Policies) must include the following information for each applicant:

- Name of collaborative partners
- Contact Information
- Population data (derived from the 2010 U.S. Census)

If the project involves more than 12 collaborative partners, additional forms are available on the LGIF website.

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>								
Number 1								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Collaborative Partners</b>								
Number 2								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Collaborative Partners</b>								
Number 3								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Collaborative Partners</b>								
Number 4								
Address Line 1					<b>Population</b>			
Address Line 2					Municipality /Township		Population	
City		State		Zip Code		County		Population
Email Address					Phone Number			
Resolution of Support	<input type="checkbox"/> Yes <input type="checkbox"/> No				Signed Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 5					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 6					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 7					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 8					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 9					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 10					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 11					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 12					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Identification of the Type of Award</b>	
<b>Targeted Approach</b>	

**Project Description (4000 character limit)**

Please provide a general description of the project. The information provided will be used for council briefings, program, and marketing materials.

Section 3  
Project Information

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Past Success</b>	Yes	No
<b>Past Success (5 points)</b>		
Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger. (1000 character limit)		

<b>Scalable/Replicable Proposal</b>	Scalable	Replicable	Both
<b>Scalable/Replicable (10 points)</b>			
Provide a summary of how the applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments. (1000 character limit)			

Section 3  
Project Information

<b>Probability of Success</b>	Yes	No
<b>Probability of Success (5 points)</b>		
Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting a loan should provide a summary of the probability of savings from the loan request. (1000 character limit)		

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Performance Audit Implementation/Cost Benchmarking</b>	Yes	No
<b>Performance Audit/Benchmarking (5 points)</b>		
If the project is the result of recommendations from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or a cost benchmarking study, please attach a copy with the supporting documents. In the section below, provide a summary of the performance audit or cost benchmarking study. (1000 character limit)		

<b>Economic Impact</b>	Yes	No
<b>Economic Impact (5 points)</b>		
Provide a summary of how the proposal will promote a business environment (through a private business relationship) and/or provide for community attraction. (1000 character limit)		

Section 3  
Project Information

<b>Response to Economic Demand</b>	Yes	No
<b>Response to Economic Demand (5 points)</b>		
Provide a summary of how the project responds to substantial changes in economic demand for local or regional government services. The narrative should include a description of the current service level. (1000 character limit)		

# Budget Information

## General Instructions

- Both the Project Budget and Program Budgets are required to be filled out in this form.
- Consolidate budget information to fit in the form. Additional budget detail may be provided in the budget narrative or in an attachment in Section 5: Supplemental Information.

### Project Budget:

- The Project Budget justification must be explained in the Project Budget Narrative section of the application. This section is also used to explain the reasoning behind any items on the budget that are not self explanatory, and provide additional detail about project expenses.
- The Project Budget should be for the period that covers the entire project. The look-back period for in-kind contributions is two (2) years. These contributions are considered a part of the total project costs.
- For the Project Budget, indicate which entity and revenue source will be used to fund each expense. This information will be used to help determine eligible project expenses.
- Please provide documentation of all in-kind match contributions in the supporting documents section. For future in-kind match contributions, supporting documentation will be provided at a later date.

### Program Budget:

- Six (6) years of Program Budgets should be provided. The standard submission should include three years previous budgets (actual), and three years of projections including implementation of the proposed project. A second set of three years of projections (one set including implementation of this program, and one set where no shared services occurred) may be provided in lieu of three years previous if this does not apply to the proposed project.
- Please use the Program Budget Narrative section to explain any unusual activities or expenses, and to defend the budget projections. If the budget requires the combining of costs on the budget template, please explain this in the narrative.

### Return on Investment:

- A Return on Investment calculation is required, and should reference cost savings, cost avoidance and/or increased revenues indicated in the budget projection sections of the application. Use the space designated for narrative to justify this calculation, using references when appropriate.

### For Loan Applications only:

- Using the space provided, outline a loan repayment structure.
- Attach three years prior financial documents related to the financial health of the lead applicant (balance sheet, income statement, and a statement of cash flows).

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		<b>Type of Request</b>	

## Project Budget

### Sources of Funds

LGIF Request:

Cash Match (List Sources Below):

Source:	<input style="width: 100%;" type="text"/>

In-Kind Match (List Sources Below):

Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>

Total Match:   
Total Sources:

### Uses of Funds

	<u>Amount</u>	<u>Revenue Source</u>
Consultant Fees:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Legal Fees:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Total Uses:   
Local Match Percentage:

\* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Local Match Percentage = (Match Amount/Project Cost) \* 100 (10% match required)  
10-39.99% (1 point)      40-69.99% (3 points)      70% or greater (5 points)

**Project Budget Narrative: Use this space to justify expenses (1200 character max).**

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
<b>Contributions, Gifts, Grants, and Earned Revenue</b>			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

Lead Applicant		Round 3
Project Name		Type of Request

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
Contributions, Gifts, Grants, and Earned Revenue			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>
<b>Project Name</b>		Type of Request

### Program Budget

Use this space to justify the program budget and/or explain any unusual revenues or expenses (6000 characters max).

#### Section 4: Financial Information Scoring

(5 points) Applicant provided complete and accurate budget information and narrative justification for a total of six fiscal years.

(3 points) Applicant provided complete and accurate budget information and for at least three fiscal years.

(1 point) Applicant provided complete and accurate budget information for less than three fiscal years.

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Return On Investment

Return on Investment is a performance measure used to evaluate the efficiency of an investment. To derive the expected return on investment, divide the net gains of the project by the net costs. For these calculations, please use the implementation gains and costs, NOT the project costs (the cost of the feasibility, planning, or management study)--unless the results of this study will lead to direct savings without additional implementation costs. The gains from this project should be derived from the prior and future program budgets provided, and should be justified in the return on investment narrative.

### Return on Investment Formulas:

Consider the following questions when determining the appropriate ROI formula for the project. Check the box of the formula used to determine the ROI for the project. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from the project?

Use this formula: 
$$\frac{\text{Total \$ Saved}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect cost avoidance from the implementation of the project/program?

Use this formula: 
$$\frac{\text{Total Cost Avoided}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect increased revenues as a result of the project/program?

Use this formula: 
$$\frac{\text{Total New Revenue}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Expected Return on Investment = \_\_\_\_\_ \* 100 = \_\_\_\_\_

**Return on Investment Justification Narrative:** In the space below, briefly describe the nature of the expected return on investment, using references when appropriate. (1300 character limit)

Expected Return on Investment is:

Less than 25% (10 points)
25%-74.99% (20 points)
Greater than 75% (30 points)

Questions about how to calculate ROI? Please contact the Office of Redevelopment at 614-995-2292 or [lgif@development.ohio.gov](mailto:lgif@development.ohio.gov)

Section 4  
Financial Information

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Loan Repayment Structure

Please outline the preferred loan repayment structure. At a minimum, please include the following: the entities responsible for repayment of the loan, all parties responsible for providing match amounts, and an alternative funding source (in lieu of collateral). Applicants will have two years to complete the project upon execution of the loan agreement, and the repayment period will begin upon the final disbursement of the loan funds. A description of expected savings over the term of the loan may be used as a repayment source.

Section 4  
Financial Information

Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e. emergency, rainy day, or contingency fund, etc).

Applicant clearly demonstrates a secondary repayment source (5 points)	Applicant does not have a secondary repayment source (0 points)
------------------------------------------------------------------------	-----------------------------------------------------------------

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Scoring Overview

### Section 1: Collaborative Measures

Collaborative Measures	Description	Max Points		Applicant Self Score
<b>Population</b>	Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the <b>smallest</b> population listed in the application. Applications from (or collaborating with) small communities are preferred.	5		
<b>Participating Entities</b>	Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity.	5		

### Section 2: Success Measures

<b>Past Success</b>	Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past.	5		
<b>Scalable/Replicable Proposal</b>	Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.	10		
<b>Probability of Success</b>	Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.	5		

### Section 3: Significance Measures

<b>Performance Audit Implementation/Cost Benchmarking</b>	The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking.	5		
<b>Economic Impact</b>	Applicant demonstrates the project will a promote business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes)	5		
<b>Response to Economic Demand</b>	The project responds to current substantial changes in economic demand for local or regional government services.	5		

### Section 4: Financial Measures

<b>Financial Information</b>	Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project.	5		
<b>Local Match</b>	Percentage of local matching funds being contributed to the project. This may include in-kind contributions.	5		
<b>Expected Return</b>	Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance ) an expected return. The return must be derived from the applicant's cost basis.	30		
<b>Repayment Structure (Loan Only)</b>	Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e., emergency fund, rainy day fund, contingency fund, etc.).	5		

**Total Points**

## William Snow

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**From:** Zeeba Mercer [Zeeba.Mercer@tecquiti.com]  
**Sent:** Friday, August 24, 2012 4:13 PM  
**To:** David Akers (Sourcing Office); Jason D. Dodson Esq. (jdodson@summitoh.net); 'Dave Fiser'; William Snow; William Funk; 'Stephen Ameling'; 'Laura George'; 'Edward Riegler'; 'Bales, Anthony'; 'Currin, W. A.'; 'Hilbish, Bill'; 'Germano, Dale'; 'Geistweite, Mary'; 'Sauner, Pat'; 'Kline, David'; Katherine A. Procop (kprocop@twinsburg.oh.us); 'Finch, Larry'; 'Janice L. Marshall'; 'Michael Benson'; 'Mike Mier'; 'David Sattler'; 'Matt Springer'; 'HHUMPHRYS'; 'Julie McCulley'; rickm@mogadorevillage.org; 'joelreedlaw@gmail.com'; Jim Sage (jsage@uakron.edu); HHUMPHRYS (hhumphrys@copley.oh.us)  
**Cc:** Don Iannone (Sourcing Office); Don Shoemaker; Dan Quigg; John Stevens; Stuart Chase; Keith McDevitt (Sourcing Office); Melissa Vacha (Sourcing Office)  
**Subject:** RE: Summit County Broadband Initiative - LGIF Grant Update  
**Attachments:** LGIF\_TimeLines.xlsx

Good afternoon,

Tecquiti is excited to work with you and your team on the Summit Broadband Initiative LGIF project.

We will be working on a very tight timelines; we appreciate your help and support in moving this project along. Attached is a tentative timeline template. This timeline will be updated and sent out to this distribution list as a status update.

Our first goal will be to identify the key contacts for this project. Please respond back to this e-mail with the following:

Contact Information:

Project Manager:

Name:  
Title:  
E-mail:  
Best contact phone number:

Sponsor:

Name:  
Title:  
E-mail:  
Best contact phone number:

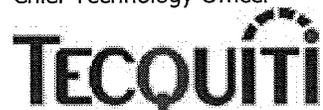
Data gathering the first phase will be the most difficult and time consuming stage which will begin shortly.

Thank you for your support for this project.

Best regards,

-Zeeba

*Zeeba Mercer*  
Chief Technology Officer



Tecquiti, LLC  
Web Site: [www.tecquiti.com](http://www.tecquiti.com)  
Email: [zeeba.mercer@tecquiti.com](mailto:zeeba.mercer@tecquiti.com)

Office: (330) 656-5261  
FAX: (330) 656-5288

Please note our corporation has rebranded to provide you expanded services and technology solutions; our name has changed from Hosted Technology Exchange (HTE<sub>x</sub>) to Tecquiti.

**RESOLUTION SUPPORTING EXPLORATION OF  
REVERE COMMUNITY RECREATION CENTER**

The Treasurer advised the Board that the notice requirements of O.R.C. §121.22 and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Mrs. Sabitsch moved the adoption of the following Resolution:

**WHEREAS**, the Revere Local School District recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and,

**WHEREAS**, Bath Township, Richfield Township, Richfield Village, and the Revere Local School District Board of Education are working together to analyze the need for a shared recreation center to benefit the residents of our community; and,

**WHEREAS**, the aforementioned group will form a Revere Recreation Task Force to develop a plan of action; and,

**WHEREAS**, the Revere Recreation Task Force intends to apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

**WHEREAS**, the adoption of this resolution does not obligate the Revere Local School District to any financial commitment relating to the exploration of a Revere Community Recreation Center.

**NOW THEREFORE BE IT RESOLVED**, that the Revere Local School District Board of Education supports the Revere Recreation Task Force in further exploration of a recreation center.

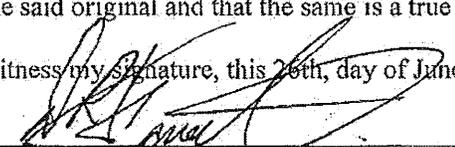
Mr. Seifert seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Mrs. Appel	<u>Yes</u>	Mr. Kelley	<u>Yes</u>
Mrs. Howard	<u>Yes</u>	Mrs. Sabitsch	<u>Yes</u>
		Mr. Seifert	<u>No</u>

Adopted the 26th day of June, 2012

I, David R. Forrest, Treasurer of the Board of Education of the Revere Local School District, in said County, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Resolution is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

Witness my signature, this 26th, day of June 2012

  
\_\_\_\_\_  
David R. Forrest  
Treasurer of the Board of Education  
of the Revere Local School District, Summit County

**RESOLUTION #08-2012**

**RESOLUTION SUPPORTING EXPLORATION OF REVERE COMMUNITY RECREATION CENTER**

**WHEREAS**, Richfield Township recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and,

**WHEREAS** Richfield Township, Richfield Village, Bath Township and the Revere Board of Education are working together to analyze the need for a shared recreation center to benefit the residents of our community; and,

**WHEREAS**, the aforementioned group will form a Revere Recreation Task Force to develop a plan of action; and,

**WHEREAS**, the Revere Recreation Task force will apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

**NOW THEREFORE BE IT RESOLVED**, that the Richfield Township Board of Trustees supports the Revere Recreation Task force in further exploration of a recreation center.

Ms. Laurie Peters Gilmore, \_\_\_\_\_

Mr. David R. Wyatt, \_\_\_\_\_

Ms. Janet Jankura, \_\_\_\_\_

Fiscal Officer: \_\_\_\_\_

Date: \_\_\_\_\_

03/15/2012

RESOLUTION NO. 44-2012

Offered by All of Council

A RESOLUTION SUPPORTING EXPLORATION OF REVERE COMMUNITY RECREATION CENTER

WHEREAS, Richfield Village recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and

WHEREAS, Richfield Village, Richfield Township, Bath Township and the Revere Board of Education are working together to analyze the need for a shared recreation center to benefit the residents of our community; and

WHEREAS, the aforementioned group will form a Revere Recreation Task Force to develop a plan of action; and

WHEREAS, the Revere Task Force intends to apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Richfield, Summit County, State of Ohio:

SECTION 1. That the Richfield Village Council supports the Revere Recreation Task Force in further exploration of a recreation center.

SECTION 3. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 5-15-12

Michael Wheeler  
President of Council

ATTEST:

Claudia E. Sullivan  
Clerk of Council

Bahie Beshara  
Mayor

Dated: 5/15/12

I, C. Sullivan  
of Summit County, Ohio, hereby certify that the above is a true and correct copy of Res. 44-2012  
adopted by the Council on May 15, 2012  
Claudia E. Sullivan

**BATH TOWNSHIP BOARD OF TRUSTEES**

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 21st DAY OF MAY 2012 THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 4:00 P.M. IN THE BATH TOWNSHIP MEETING ROOM, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

Mrs. Corbett introduced the following resolution and moved its adoption:

**Bath Township Resolution 2012-16**

**RESOLUTION SUPPORTING EXPLORATION OF REVERE COMMUNITY RECREATION CENTER**

**WHEREAS**, Bath Township recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and,

**WHEREAS**, Bath Township, Richfield Township, Richfield Village, and the Revere Board of Education are working together to analyze the need for a shared recreation center to benefit the residents of our community; and,

**WHEREAS**, the aforementioned group will form a Revere Recreation Task Force to develop a plan of action; and,

**WHEREAS**, the Revere Recreation Task Force intends to apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

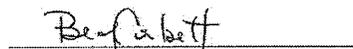
**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Board of Trustees supports the Revere Recreation Task Force in further exploration of a recreation center.

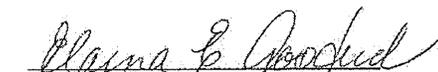
Mrs. Goodrich seconded the resolution and discussion was held.

The Fiscal Officer called the Roll:

Mr. Nelson, Aye  
Mrs. Goodrich, Aye **Resolution Adopted**  
Mrs. Corbett, Aye

  
Sharon A. Troike, Fiscal Officer

  
Becky Corbett, President  
Bath Township Board of Trustees

  
Elaina E. Goodrich, Vice-President  
Bath Township Board of Trustees

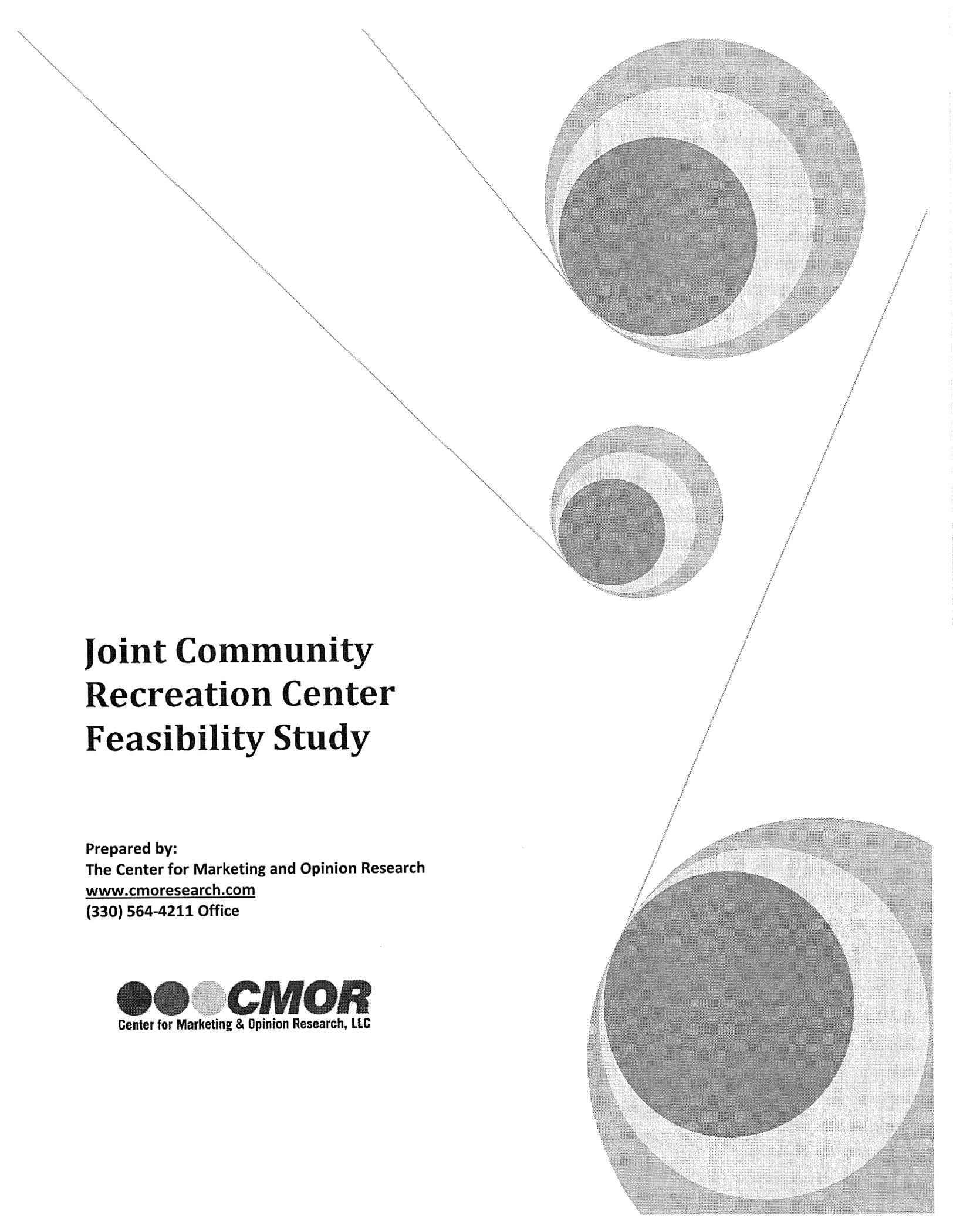
May 21, 2012  
Date

1/2



James N. Nelson  
Bath Township Board of Trustees

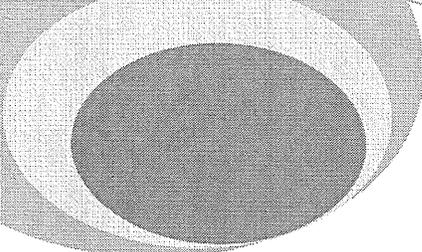
This Resolution is a true and correct excerpt from the Minutes of the Board of Township Trustees and is recorded in the Bath Township Board of Trustees' *Record of Proceedings* dated May 21<sup>st</sup>, 2012.



# Joint Community Recreation Center Feasibility Study

Prepared by:  
The Center for Marketing and Opinion Research  
[www.cmoresearch.com](http://www.cmoresearch.com)  
(330) 564-4211 Office





## PROJECT APPROACH

The Center for Marketing and Opinion Research (CMOR) is responding to a request for quote to conduct the proposed research study. As we understand the parameters of the proposed study, Richfield Village, Richfield Township, Bath Township, and Revere Schools seek to survey community attitudes regarding whether or not a joint fitness/recreation center is wanted or needed and likelihood of use among the members of the communities.

### PROJECT OBJECTIVES

- Assess needs and likelihood of use of a joint community recreation center.
- Assess attitudes regarding potential construction of a joint community recreation center.
- Assess attitudes concerning financial support among and between communities.
- Assess perception of community benefit of proposed facility: students, seniors, community at large.
- Determine preferred methods of funding construction and operating the facility.
- Determine preferences regarding the use of the proposed facility, such as hours of operation; fee structures; and membership options (e.g., individual, family, resident, non-resident).

### PROJECT APPROACH

Based on previous studies conducted by these communities, it is recommended that all residents of each of the three communities be given the opportunity to complete a survey. All households will be sent a survey, rather than every individual. The suggested methodology is that the survey be completed by the adult in each household with the most recent birthday which in effect allows a random selection of one adult within each home. Combined, an estimated 7,500 households are in Richfield Village, Richfield Township and Bath Township.

CMOR will participate in questionnaire design, refinement and draft preparation in addition to programming a web-based version of the survey. CMOR recommends sending a letter in the survey packets to all respondents, on city/township letterhead, inviting residents to complete the survey while also giving them an option to complete the survey on-line. The introductory letter will promote a higher return rate as will the option to complete the survey on-line. Each community will be asked to provide a digital copy of letterhead for use in creating this letter. The survey packets will identify the community that the resident lives in on the outside of the envelope via the use of return address labels created for each community to encourage potential respondents to open the packet and engage in the research study. This strategy will foster a sense of civic engagement and an understanding that this study is important to each of their communities thus facilitating 'buy in.' CMOR always uses first class mail, which indicates to the resident the importance of the parcel.

For the on-line option, all letters will include a website URL from which the survey can be launched and an individualized access code to insure that no one completes the survey twice in any mode. As such the paper copies will also be coded so that returns can be tracked and follow up with households that have not completed a survey can be pursued if desired. CMOR staff will label, stuff and mail the 7,500 surveys as well as process the incoming returns both in paper copies and on-line. In addition CMOR staff will code the database and prepare the returned surveys for data analysis including construction of the database, coding open-ended questionnaire items, and data entry of completed questionnaires.

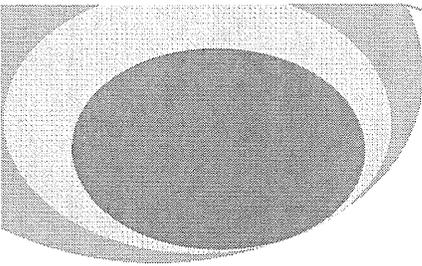
**PROJECT DELIVERABLES**

Once the data has been entered and tabulated, CMOR will process frequency and cross tabulation tables to identify the patterns in the responses. The deliverables for this project will include five (5) bound copies of a final report, with one master copy for additional duplication, a database in SPSS and Excel as well as a data dictionary. The report would include an executive summary, a summary of the frequencies, graphs of selected data tables and a selected number of cross tabulation tables and related data analysis. We would anticipate that a final report would be available within three weeks of the completion of the data processing of all returned mail surveys. *Professional staff at CMOR will also be available to do presentations of the evaluation results as requested.*

**BUDGET REVISIONS & CONTRACT AWARD**

CMOR reserves the right to revise the budget quoted here in the event the stated research design undergoes major changes that impact the administration time and sampling plan of the survey. The project costs quoted are subject to adjustment after 90 days. All project proposal budgets carry a +/- 10% additional cost provision. CMOR requires that an agreement be signed prior to any work on the project. The agreement defines the costs for services provided by CMOR as well as the proposed dates of the project, survey creation time, budget proposal, sample characteristics, type of data analysis required, and format of final report.

QUOTE FOR SERVICES	
<b>Questionnaire Development</b>	<b>\$2,250</b>
<b>Survey Administration – Mail and On-line</b>	<b>\$30,450</b>
Surveys, letters, envelopes, bus. reply envelopes	\$9,800
Processing mailing, returns, preparing data	\$8,750
Postage: Mailing out and Returns	\$11,900
<b>Data Analysis</b>	<b>\$2,250</b>
<b>Report Preparation</b>	<b>\$3,000</b>
<b>Total</b>	<b>\$37,950</b>



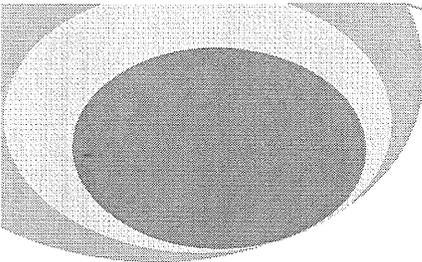
## CMOR STRENGTHS

What sets CMOR apart from other research firms are (1) our commitment to using new and emerging methodologies to ensure that the data we collect is both reliable and statistically valid, (2) our understanding that a 'one-size fits all' approach to research is not in the best interest of our clients and (3) the lasting partnerships that we develop with our clients.

***New and Emerging Methodologies:*** CMOR stays current on new and emerging methodologies in the public opinion research industry and incorporates this into each project design. What was relevant 10 years ago in the survey research industry may no longer be relevant. The growth of cell phone use, reliance on the internet, and emergence of social media have all impacted the channels of reaching the general public and need to be considered when designing a research methodology. CMOR has a solid reputation and rich history of providing unbiased interviewing and high quality data following the best practices of the industry as set forth by the American Association of Public Opinion Research (AAPOR). For example, we incorporate a cell phone sample into most of our general population public opinion polls as research has shown that not including cell phones in your sampling frame will underrepresent certain demographics. In addition, there is considerable evidence that people without landlines have different opinions on community issues and choices and by not including this population, the final results will not be representative of the population being surveyed and therefore biased.

***Customized Approach:*** CMOR does not conduct cookie-cutter research projects and does not believe in a 'One-Size-Fits-All' approach to research. Each project that we design is customized to meet the individual needs of each client. We take the time to work with our clients to identify their objectives for each data collection and we design the approach and/or survey, with the end use in mind. Our experience has shown that even similar agencies have different needs and require customized survey instruments, reports, recommendations and presentations of results.

***Partnership with Clients:*** Our relationship with our clients does not end when the project ends. We walk our clients through the data collection process, making it simple and seamless for the client. It is our job to make the research and data collection process easy so that our clients can concentrate on the good work they do for the community. If you have a question about your data or 3 or 6 months down the road, just let us know; we are happy to help.



## EXPERIENCE

CMOR has extensive experience conducting public opinion surveys similar to the one proposed in this document. In addition, CMOR has a long list of government agency clients including the Ohio Department of Developmental Disabilities, Ohio Bureau of Motor Vehicles, Summit County Board of Developmental Disabilities, Summit County Children Services, Summit County Alcohol, Drug Addiction and Mental Health Services Board, Stark County Board of Developmental Disabilities, Stark County Mental Health and Recovery Services Board, Medina County Board of Developmental Disabilities, Union County Board of Developmental Disabilities, Stark Metropolitan Housing Authority, METRO, SARTA, the City of Canton, the City of Cuyahoga Falls, the City of Independence, the City of Akron, and the City of Kent.

Similar in scope to this project, CMOR has conducted the following **City Resident Surveys**:

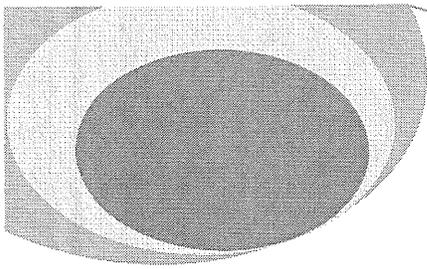
- ✓ City of Cuyahoga Falls Resident Satisfaction Survey (2007)
- ✓ City of Independence Resident Satisfaction Survey (2008)
- ✓ Garfield Heights City School District Levy Survey (2011)

Similar in scope to this project, CMOR has conducted the following **Large Scale Mail Surveys**:

- ✓ State University of New York Congregation Survey (2007)
- ✓ Ohio Department of Developmental Disabilities Y1 NCI Survey (2008-2009)

**In addition, both principle partners of CMOR worked on the Shared Community Recreational Center Survey in 2001 while working at the Center for Policy Studies at the University of Akron.**

Although we have extensive experience working with similar agencies on similar topics, CMOR customizes each survey to meet the individual needs of the client. Although we will draw on our past experience when designing the research methodology and survey instruments for this project, the surveys and methodology will be tailored to meet the outcome needs of this study. Our extensive previous experience allows CMOR to provide the comfort of a smooth, accurate, and effective administration of this project.



## PROJECT TEAM

Michelle Henry and Amanda Barna founded the Center for Marketing and Opinion Research (CMOR) in 2006 after identifying a need for research services among community based organizations and agencies. Michelle and Amanda are both passionate about the work CMOR does and the organizations they work with, each acting as Principal Investigator or Project Director on research projects over a combined total of 26 years for nonprofits, social service and governmental agencies and academic and healthcare institutions, working closely with community leaders.

### ***Michelle Henry, M.A.***

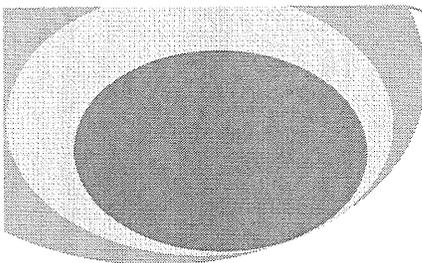
Michelle Henry, President of CMOR, has fifteen years of experience in quantitative and qualitative research. Michelle has extensive experience developing survey instruments used for a variety of purposes from measuring community needs to gauging customer satisfaction. For this project, Michelle will provide expert knowledge of survey creation, execution, and results interpretation. In addition, Michelle will oversee the overall project from inception to reporting, reviewing and approving all deliverables prior to submission. Michelle holds a Master's Degree in Political Science from The University of Akron and sits on the boards of Greater East Ohio Area Alzheimer's Association, Senior Independence and the Akron Press Club and is a graduate of Leadership Stark County, 23rd Class. Michelle is a 2012 recipient of a Distinguished Sales and Marketing Award given by Akron's chapter of Sales and Marketing Executives International.

### ***Amanda Barna, M.A.***

Amanda Barna, Vice President of CMOR, has twelve years of experience. For this project, Amanda will design outcome objectives and direct the analysis, report writing, presentation of findings and recommendations. Amanda is a 2011 Recipient of the Greater Akron Chamber's 30 for the Future Award and sits on the Cystic Fibrosis Lifestyles Foundation Board. She holds a Master's Degree in Urban Studies and an undergraduate degree in sociology from The University of Akron.

### ***Anthony Matonis***

Anthony Matonis, Senior Director of Research and Analytics, will manage the programming of the survey instruments, the demographic characteristics of the samples, and the quality of the data. Anthony has more than seven years of experience in quantitative research. He oversees all web and CATI surveys, questionnaire programming, database creation/management, and sample management. Anthony holds a Bachelor's degree in Sociology from the University of Akron.



## REFERENCES

**John Green, Ph.D., Director**

Ray C. Bliss Institute of Applied Politics  
University of Akron  
Akron, OH 44325  
(330)972-6295  
[green@uakron.edu](mailto:green@uakron.edu)

**Michael Gaffney, APR, Vice President Marketing/Communications**

United Way of Summit County  
90 North Prospect Street  
Akron, OH 44309-1260  
(330)643-5532  
[mgaffney@uwsommit.org](mailto:mgaffney@uwsommit.org)

**Billie Jo David, Director of Planning & Performance Excellence**

County of Summit Board of Developmental Disabilities  
89 E. Howe Road  
Tallmadge, OH 44278-1099  
(330)634-8073  
[bdavid@summitDD.org](mailto:bdavid@summitDD.org)

**Peter Trumpower, Director, Institutional Research and Planning**

Stark State University  
(330)494-6170 ext. 4785  
[PTRumpower@STARKSTATE.EDU](mailto:PTRumpower@STARKSTATE.EDU)

## William Snow

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**From:** Zeeba Mercer [Zeeba.Mercer@tecquiti.com]  
**Sent:** Friday, August 24, 2012 4:13 PM  
**To:** David Akers (Sourcing Office); Jason D. Dodson Esq. (jdodson@summitoh.net); 'Dave Fiser'; William Snow; William Funk; 'Stephen Ameling'; 'Laura George'; 'Edward Riegler'; 'Bales, Anthony'; 'Currin, W. A.'; 'Hilbish, Bill'; 'Germano, Dale'; 'Geistweite, Mary'; 'Sauner, Pat'; 'Kline, David'; Katherine A. Procop (kprocop@twinsburg.oh.us); 'Finch, Larry'; 'Janice L. Marshall'; 'Michael Benson'; 'Mike Mier'; 'David Sattler'; 'Matt Springer'; 'HHUMPHRYS'; 'Julie McCulley'; rickm@mogadorevillage.org; 'joelreedlaw@gmail.com'; Jim Sage (jsage@uakron.edu); HHUMPHRYS (hhumphrys@copley.oh.us)  
**Cc:** Don Iannone (Sourcing Office); Don Shoemaker; Dan Quigg; John Stevens; Stuart Chase; Keith McDevitt (Sourcing Office); Melissa Vacha (Sourcing Office)  
**Subject:** RE: Summit County Broadband Initiative - LGIF Grant Update  
**Attachments:** LGIF\_TimeLines.xlsx

Good afternoon,

Tecquiti is excited to work with you and your team on the Summit Broadband Initiative LGIF project.

We will be working on a very tight timelines; we appreciate your help and support in moving this project along. Attached is a tentative timeline template. This timeline will be updated and sent out to this distribution list as a status update.

Our first goal will be to identify the key contacts for this project. Please respond back to this e-mail with the following:

Contact Information:

Project Manager:

Name:  
Title:  
E-mail:  
Best contact phone number:

Sponsor:

Name:  
Title:  
E-mail:  
Best contact phone number:

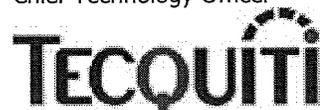
Data gathering the first phase will be the most difficult and time consuming stage which will begin shortly.

Thank you for your support for this project.

Best regards,

-Zeeba

*Zeeba Mercer*  
Chief Technology Officer



Tecquiti, LLC  
Web Site: [www.tecquiti.com](http://www.tecquiti.com)  
Email: [zeeba.mercer@tecquiti.com](mailto:zeeba.mercer@tecquiti.com)

Office: (330) 656-5261  
FAX: (330) 656-5288

Please note our corporation has rebranded to provide you expanded services and technology solutions; our name has changed from Hosted Technology Exchange (HTE<sub>x</sub>) to Tecquiti.

**RESOLUTION SUPPORTING EXPLORATION OF  
REVERE COMMUNITY RECREATION CENTER**

The Treasurer advised the Board that the notice requirements of O.R.C. §121.22 and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Mrs. Sabitsch moved the adoption of the following Resolution:

**WHEREAS**, the Revere Local School District recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and,

**WHEREAS**, Bath Township, Richfield Township, Richfield Village, and the Revere Local School District Board of Education are working together to analyze the need for a shared recreation center to benefit the residents of our community; and,

**WHEREAS**, the aforementioned group will form a Revere Recreation Task Force to develop a plan of action; and,

**WHEREAS**, the Revere Recreation Task Force intends to apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

**WHEREAS**, the adoption of this resolution does not obligate the Revere Local School District to any financial commitment relating to the exploration of a Revere Community Recreation Center.

**NOW THEREFORE BE IT RESOLVED**, that the Revere Local School District Board of Education supports the Revere Recreation Task Force in further exploration of a recreation center.

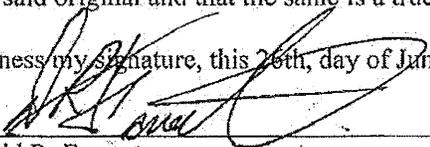
Mr. Seifert seconded the resolution and the roll being called upon its adoption the vote resulted as follows:

Mrs. Appel	<u>Yes</u>	Mr. Kelley	<u>Yes</u>
Mrs. Howard	<u>Yes</u>	Mrs. Sabitsch	<u>Yes</u>
		Mr. Seifert	<u>No</u>

Adopted the 26th day of June, 2012

I, David R. Forrest, Treasurer of the Board of Education of the Revere Local School District, in said County, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Resolution is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

Witness my signature, this 26th, day of June 2012

  
\_\_\_\_\_  
David R. Forrest  
Treasurer of the Board of Education  
of the Revere Local School District, Summit County

**RESOLUTION #08-2012**

**RESOLUTION SUPPORTING EXPLORATION OF REVERE COMMUNITY RECREATION CENTER**

**WHEREAS**, Richfield Township recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and,

**WHEREAS** Richfield Township, Richfield Village, Bath Township and the Revere Board of Education are working together to analyze the need for a shared recreation center to benefit the residents of our community; and,

**WHEREAS**, the aforementioned group will form a Revere Recreation Task Force to develop a plan of action; and,

**WHEREAS**, the Revere Recreation Task force will apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

**NOW THEREFORE BE IT RESOLVED**, that the Richfield Township Board of Trustees supports the Revere Recreation Task force in further exploration of a recreation center.

Ms. Laurie Peters Gilmore, \_\_\_\_\_

Mr. David R. Wyatt, \_\_\_\_\_

Ms. Janet Jankura, \_\_\_\_\_

Fiscal Officer: \_\_\_\_\_

Date: \_\_\_\_\_

03/15/2012

RESOLUTION NO. 44-2012

Offered by All of Council

A RESOLUTION SUPPORTING EXPLORATION OF REVERE COMMUNITY RECREATION CENTER

WHEREAS, Richfield Village recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and

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WHEREAS, the Revere Task Force intends to apply for State of Ohio Department of Development funding to conduct a study to determine the feasibility of a community recreation center.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Richfield, Summit County, State of Ohio:

SECTION 1. That the Richfield Village Council supports the Revere Recreation Task Force in further exploration of a recreation center.

SECTION 3. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 5-15-12

Michael Wheeler  
President of Council

ATTEST:

Bahlie Beshara  
Mayor

Claudia E. Sullivan  
Clerk of Council

Dated: 5/15/12

I, C. Sullivan  
of Summit County, Ohio, hereby certify that the above is a true and correct copy of Res. 44-2012  
adopted by the Council on May 15, 2012  
Claudia E. Sullivan

**BATH TOWNSHIP BOARD OF TRUSTEES**

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 21st DAY OF MAY 2012 THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 4:00 P.M. IN THE BATH TOWNSHIP MEETING ROOM, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

Mrs. Corbett introduced the following resolution and moved its adoption:

**Bath Township Resolution 2012-16**

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**WHEREAS**, Bath Township recently was advised that a group of organizations and citizens in the Revere School District are exploring the possibility of building a community recreation center; and,

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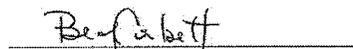
**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Board of Trustees supports the Revere Recreation Task Force in further exploration of a recreation center.

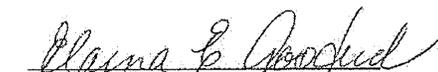
Mrs. Goodrich seconded the resolution and discussion was held.

The Fiscal Officer called the Roll:

Mr. Nelson, Aye  
Mrs. Goodrich, Aye **Resolution Adopted**  
Mrs. Corbett, Aye

  
Sharon A. Troike, Fiscal Officer

  
Becky Corbett, President  
Bath Township Board of Trustees

  
Elaina E. Goodrich, Vice-President  
Bath Township Board of Trustees

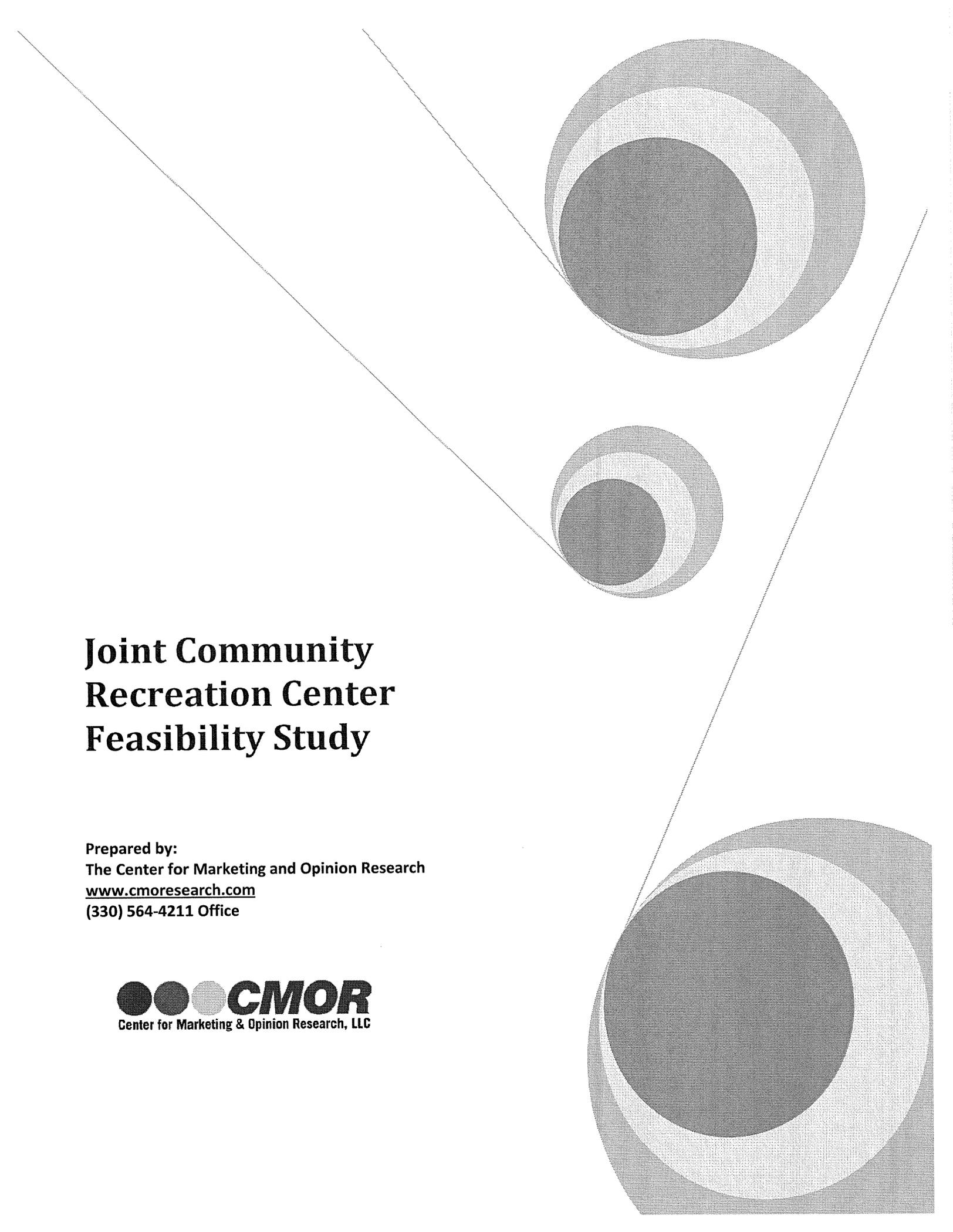
May 21, 2012  
Date

1/2



James N. Nelson  
Bath Township Board of Trustees

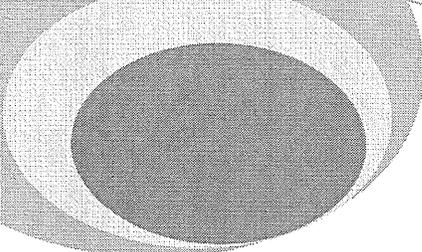
This Resolution is a true and correct excerpt from the Minutes of the Board of Township Trustees and is recorded in the Bath Township Board of Trustees' *Record of Proceedings* dated May 21<sup>st</sup>, 2012.



# Joint Community Recreation Center Feasibility Study

Prepared by:  
The Center for Marketing and Opinion Research  
[www.cmoresearch.com](http://www.cmoresearch.com)  
(330) 564-4211 Office





# PROJECT APPROACH

The Center for Marketing and Opinion Research (CMOR) is responding to a request for quote to conduct the proposed research study. As we understand the parameters of the proposed study, Richfield Village, Richfield Township, Bath Township, and Revere Schools seek to survey community attitudes regarding whether or not a joint fitness/recreation center is wanted or needed and likelihood of use among the members of the communities.

## PROJECT OBJECTIVES

- Assess needs and likelihood of use of a joint community recreation center.
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- Assess perception of community benefit of proposed facility: students, seniors, community at large.
- Determine preferred methods of funding construction and operating the facility.
- Determine preferences regarding the use of the proposed facility, such as hours of operation; fee structures; and membership options (e.g., individual, family, resident, non-resident).

## PROJECT APPROACH

Based on previous studies conducted by these communities, it is recommended that all residents of each of the three communities be given the opportunity to complete a survey. All households will be sent a survey, rather than every individual. The suggested methodology is that the survey be completed by the adult in each household with the most recent birthday which in effect allows a random selection of one adult within each home. Combined, an estimated 7,500 households are in Richfield Village, Richfield Township and Bath Township.

CMOR will participate in questionnaire design, refinement and draft preparation in addition to programming a web-based version of the survey. CMOR recommends sending a letter in the survey packets to all respondents, on city/township letterhead, inviting residents to complete the survey while also giving them an option to complete the survey on-line. The introductory letter will promote a higher return rate as will the option to complete the survey on-line. Each community will be asked to provide a digital copy of letterhead for use in creating this letter. The survey packets will identify the community that the resident lives in on the outside of the envelope via the use of return address labels created for each community to encourage potential respondents to open the packet and engage in the research study. This strategy will foster a sense of civic engagement and an understanding that this study is important to each of their communities thus facilitating 'buy in.' CMOR always uses first class mail, which indicates to the resident the importance of the parcel.

For the on-line option, all letters will include a website URL from which the survey can be launched and an individualized access code to insure that no one completes the survey twice in any mode. As such the paper copies will also be coded so that returns can be tracked and follow up with households that have not completed a survey can be pursued if desired. CMOR staff will label, stuff and mail the 7,500 surveys as well as process the incoming returns both in paper copies and on-line. In addition CMOR staff will code the database and prepare the returned surveys for data analysis including construction of the database, coding open-ended questionnaire items, and data entry of completed questionnaires.

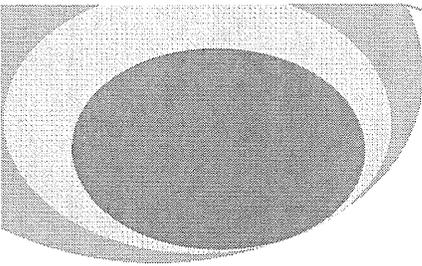
**PROJECT DELIVERABLES**

Once the data has been entered and tabulated, CMOR will process frequency and cross tabulation tables to identify the patterns in the responses. The deliverables for this project will include five (5) bound copies of a final report, with one master copy for additional duplication, a database in SPSS and Excel as well as a data dictionary. The report would include an executive summary, a summary of the frequencies, graphs of selected data tables and a selected number of cross tabulation tables and related data analysis. We would anticipate that a final report would be available within three weeks of the completion of the data processing of all returned mail surveys. *Professional staff at CMOR will also be available to do presentations of the evaluation results as requested.*

**BUDGET REVISIONS & CONTRACT AWARD**

CMOR reserves the right to revise the budget quoted here in the event the stated research design undergoes major changes that impact the administration time and sampling plan of the survey. The project costs quoted are subject to adjustment after 90 days. All project proposal budgets carry a +/- 10% additional cost provision. CMOR requires that an agreement be signed prior to any work on the project. The agreement defines the costs for services provided by CMOR as well as the proposed dates of the project, survey creation time, budget proposal, sample characteristics, type of data analysis required, and format of final report.

QUOTE FOR SERVICES	
<b>Questionnaire Development</b>	<b>\$2,250</b>
<b>Survey Administration – Mail and On-line</b>	<b>\$30,450</b>
Surveys, letters, envelopes, bus. reply envelopes	\$9,800
Processing mailing, returns, preparing data	\$8,750
Postage: Mailing out and Returns	\$11,900
<b>Data Analysis</b>	<b>\$2,250</b>
<b>Report Preparation</b>	<b>\$3,000</b>
<b>Total</b>	<b>\$37,950</b>



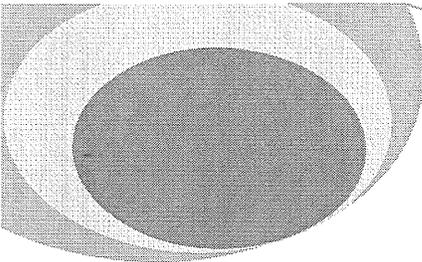
## CMOR STRENGTHS

What sets CMOR apart from other research firms are (1) our commitment to using new and emerging methodologies to ensure that the data we collect is both reliable and statistically valid, (2) our understanding that a 'one-size fits all' approach to research is not in the best interest of our clients and (3) the lasting partnerships that we develop with our clients.

***New and Emerging Methodologies:*** CMOR stays current on new and emerging methodologies in the public opinion research industry and incorporates this into each project design. What was relevant 10 years ago in the survey research industry may no longer be relevant. The growth of cell phone use, reliance on the internet, and emergence of social media have all impacted the channels of reaching the general public and need to be considered when designing a research methodology. CMOR has a solid reputation and rich history of providing unbiased interviewing and high quality data following the best practices of the industry as set forth by the American Association of Public Opinion Research (AAPOR). For example, we incorporate a cell phone sample into most of our general population public opinion polls as research has shown that not including cell phones in your sampling frame will underrepresent certain demographics. In addition, there is considerable evidence that people without landlines have different opinions on community issues and choices and by not including this population, the final results will not be representative of the population being surveyed and therefore biased.

***Customized Approach:*** CMOR does not conduct cookie-cutter research projects and does not believe in a 'One-Size-Fits-All' approach to research. Each project that we design is customized to meet the individual needs of each client. We take the time to work with our clients to identify their objectives for each data collection and we design the approach and/or survey, with the end use in mind. Our experience has shown that even similar agencies have different needs and require customized survey instruments, reports, recommendations and presentations of results.

***Partnership with Clients:*** Our relationship with our clients does not end when the project ends. We walk our clients through the data collection process, making it simple and seamless for the client. It is our job to make the research and data collection process easy so that our clients can concentrate on the good work they do for the community. If you have a question about your data or 3 or 6 months down the road, just let us know; we are happy to help.



## EXPERIENCE

CMOR has extensive experience conducting public opinion surveys similar to the one proposed in this document. In addition, CMOR has a long list of government agency clients including the Ohio Department of Developmental Disabilities, Ohio Bureau of Motor Vehicles, Summit County Board of Developmental Disabilities, Summit County Children Services, Summit County Alcohol, Drug Addiction and Mental Health Services Board, Stark County Board of Developmental Disabilities, Stark County Mental Health and Recovery Services Board, Medina County Board of Developmental Disabilities, Union County Board of Developmental Disabilities, Stark Metropolitan Housing Authority, METRO, SARTA, the City of Canton, the City of Cuyahoga Falls, the City of Independence, the City of Akron, and the City of Kent.

Similar in scope to this project, CMOR has conducted the following **City Resident Surveys**:

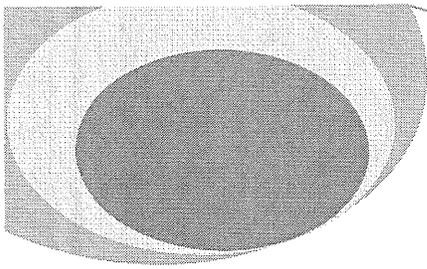
- ✓ City of Cuyahoga Falls Resident Satisfaction Survey (2007)
- ✓ City of Independence Resident Satisfaction Survey (2008)
- ✓ Garfield Heights City School District Levy Survey (2011)

Similar in scope to this project, CMOR has conducted the following **Large Scale Mail Surveys**:

- ✓ State University of New York Congregation Survey (2007)
- ✓ Ohio Department of Developmental Disabilities Y1 NCI Survey (2008-2009)

**In addition, both principle partners of CMOR worked on the Shared Community Recreational Center Survey in 2001 while working at the Center for Policy Studies at the University of Akron.**

Although we have extensive experience working with similar agencies on similar topics, CMOR customizes each survey to meet the individual needs of the client. Although we will draw on our past experience when designing the research methodology and survey instruments for this project, the surveys and methodology will be tailored to meet the outcome needs of this study. Our extensive previous experience allows CMOR to provide the comfort of a smooth, accurate, and effective administration of this project.



## PROJECT TEAM

Michelle Henry and Amanda Barna founded the Center for Marketing and Opinion Research (CMOR) in 2006 after identifying a need for research services among community based organizations and agencies. Michelle and Amanda are both passionate about the work CMOR does and the organizations they work with, each acting as Principal Investigator or Project Director on research projects over a combined total of 26 years for nonprofits, social service and governmental agencies and academic and healthcare institutions, working closely with community leaders.

### ***Michelle Henry, M.A.***

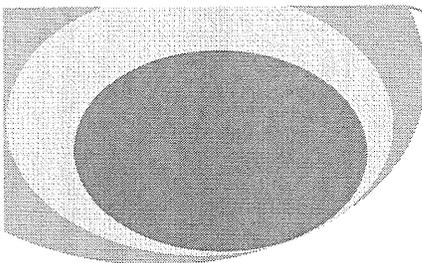
Michelle Henry, President of CMOR, has fifteen years of experience in quantitative and qualitative research. Michelle has extensive experience developing survey instruments used for a variety of purposes from measuring community needs to gauging customer satisfaction. For this project, Michelle will provide expert knowledge of survey creation, execution, and results interpretation. In addition, Michelle will oversee the overall project from inception to reporting, reviewing and approving all deliverables prior to submission. Michelle holds a Master's Degree in Political Science from The University of Akron and sits on the boards of Greater East Ohio Area Alzheimer's Association, Senior Independence and the Akron Press Club and is a graduate of Leadership Stark County, 23rd Class. Michelle is a 2012 recipient of a Distinguished Sales and Marketing Award given by Akron's chapter of Sales and Marketing Executives International.

### ***Amanda Barna, M.A.***

Amanda Barna, Vice President of CMOR, has twelve years of experience. For this project, Amanda will design outcome objectives and direct the analysis, report writing, presentation of findings and recommendations. Amanda is a 2011 Recipient of the Greater Akron Chamber's 30 for the Future Award and sits on the Cystic Fibrosis Lifestyles Foundation Board. She holds a Master's Degree in Urban Studies and an undergraduate degree in sociology from The University of Akron.

### ***Anthony Matonis***

Anthony Matonis, Senior Director of Research and Analytics, will manage the programming of the survey instruments, the demographic characteristics of the samples, and the quality of the data. Anthony has more than seven years of experience in quantitative research. He oversees all web and CATI surveys, questionnaire programming, database creation/management, and sample management. Anthony holds a Bachelor's degree in Sociology from the University of Akron.



## REFERENCES

**John Green, Ph.D., Director**

Ray C. Bliss Institute of Applied Politics  
University of Akron  
Akron, OH 44325  
(330)972-6295  
[green@uakron.edu](mailto:green@uakron.edu)

**Michael Gaffney, APR, Vice President Marketing/Communications**

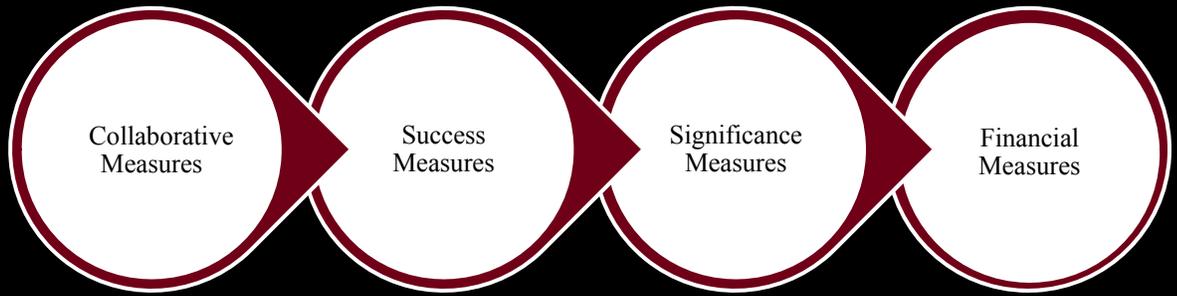
United Way of Summit County  
90 North Prospect Street  
Akron, OH 44309-1260  
(330)643-5532  
[mgaffney@uws Summit.org](mailto:mgaffney@uws Summit.org)

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89 E. Howe Road  
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[PTrumpower@STARKSTATE.EDU](mailto:PTrumpower@STARKSTATE.EDU)



## Round 3: Application Form

# Local Government Innovation Fund

Step One: Fill out this Application Form in its entirety.

Step Two: Fill out the online submission form and submit your application materials. All supplemental application materials should be combined into one file for submission.

### LGIF: Applicant Profile

<b>Lead Applicant</b>	
<b>Project Name</b>	
<b>Type of Request</b>	
<b>Funding Request</b>	
<b>JobsOhio Region</b>	
<b>Number of Collaborative Partners</b>	

#### Office of Redevelopment

Website: <http://development.ohio.gov/Urban/LGIF.htm>

Email: [LGIF@development.ohio.gov](mailto:LGIF@development.ohio.gov)

Phone: 614 | 995 2292

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

Lead Applicant				
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
City, Township or Village			Population (2010)	
County			Population (2010)	
Did the lead applicant provide a resolution of support?		Yes (Attached)	No (In Process)	

Project Contact				
Complete the section below with information for the individual to be contacted on matters involving this application.				
	Project Contact		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	

Fiscal Officer				
Complete the section below with information for the entity and individual serving as the fiscal agent for the project.				
	Fiscal Officer		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	
Is your organization registered in OAKS as a vendor?		Yes	No	

Section 1  
Contacts

Lead Applicant		<b>Round 3</b>	
Project Name		Type of	

<b>Single Applicant</b>		
Is your organization applying as a single entity?	Yes	No
Participating Entity: (1 point) for single applicants		

<b>Collaborative Partners</b>		
Does the proposal involve other entities acting as collaborative partners?	Yes	No
<p>Applicants applying with a collaborative partner are required to show proof of the partnership with a partnership agreement signed by each partner and resolutions of support from the governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. Include these documents in the supporting documents section of the application.</p> <p>In the section below, applicants are required to identify population information and the nature of the partnership.</p> <p>Each collaborative partner should also be clearly and separately identified on pages 4-5.</p>		
Number of Collaborative Partners who signed the partnership agreement, and provided resolutions of support.		
Participating Entity: (5 points) allocated to projects with collaborative partners.		

<b>Population</b>		
The applicant is required to provide information from the 2010 U.S. Census information, available at: <a href="http://factfinder2.census.gov/">http://factfinder2.census.gov/</a>		
Does the applicant (or collaborative partner) represent a city, township or village with a population of less than 20,000 residents?	Yes	No
	List Entity	
	Municipality/Township	Population
Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents?	Yes	No
	List Entity	
	County	Population
Population: (3-5 points) determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred.		

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

**Nature of Partnership (2000 character limit)**

As agreed upon in the partnership agreement, please identify the nature of the partnership, and explain how the main applicant and the partners will work together on the proposed project.

Section 2 Collaborative Partners

**List of Partners**

The applicant applying with collaborative partners (defined in §1.03 of the LGIF Policies) must include the following information for each applicant:

- Name of collaborative partners
- Contact Information
- Population data (derived from the 2010 U.S. Census)

If the project involves more than 12 collaborative partners, additional forms are available on the LGIF website.

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 1					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 2					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 3					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 4					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 5					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 6					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 7					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 8					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 9					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 10					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 11					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 12					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		Round 3	
Project Name		Type of Request	

<b>Identification of the Type of Award</b>	
<b>Targeted Approach</b>	

**Project Description (4000 character limit)**

Please provide a general description of the project. The information provided will be used for council briefings, program, and marketing materials.

Section 3  
Project Information

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Past Success</b>	Yes	No
<b>Past Success (5 points)</b>		
Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger. (1000 character limit)		

<b>Scalable/Replicable Proposal</b>	Scalable	Replicable	Both
<b>Scalable/Replicable (10 points)</b>			
Provide a summary of how the applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments. (1000 character limit)			

Section 3  
Project Information

<b>Probability of Success</b>	Yes	No
<b>Probability of Success (5 points)</b>		
Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting a loan should provide a summary of the probability of savings from the loan request. (1000 character limit)		

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Performance Audit Implementation/Cost Benchmarking</b>	Yes	No
<b>Performance Audit/Benchmarking (5 points)</b>		
If the project is the result of recommendations from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or a cost benchmarking study, please attach a copy with the supporting documents. In the section below, provide a summary of the performance audit or cost benchmarking study. (1000 character limit)		

<b>Economic Impact</b>	Yes	No
<b>Economic Impact (5 points)</b>		
Provide a summary of how the proposal will promote a business environment (through a private business relationship) and/or provide for community attraction. (1000 character limit)		

Section 3  
Project Information

<b>Response to Economic Demand</b>	Yes	No
<b>Response to Economic Demand (5 points)</b>		
Provide a summary of how the project responds to substantial changes in economic demand for local or regional government services. The narrative should include a description of the current service level. (1000 character limit)		

# Budget Information

## General Instructions

- Both the Project Budget and Program Budgets are required to be filled out in this form.
- Consolidate budget information to fit in the form. Additional budget detail may be provided in the budget narrative or in an attachment in Section 5: Supplemental Information.

### Project Budget:

- The Project Budget justification must be explained in the Project Budget Narrative section of the application. This section is also used to explain the reasoning behind any items on the budget that are not self explanatory, and provide additional detail about project expenses.
- The Project Budget should be for the period that covers the entire project. The look-back period for in-kind contributions is two (2) years. These contributions are considered a part of the total project costs.
- For the Project Budget, indicate which entity and revenue source will be used to fund each expense. This information will be used to help determine eligible project expenses.
- Please provide documentation of all in-kind match contributions in the supporting documents section. For future in-kind match contributions, supporting documentation will be provided at a later date.

### Program Budget:

- Six (6) years of Program Budgets should be provided. The standard submission should include three years previous budgets (actual), and three years of projections including implementation of the proposed project. A second set of three years of projections (one set including implementation of this program, and one set where no shared services occurred) may be provided in lieu of three years previous if this does not apply to the proposed project.
- Please use the Program Budget Narrative section to explain any unusual activities or expenses, and to defend the budget projections. If the budget requires the combining of costs on the budget template, please explain this in the narrative.

### Return on Investment:

- A Return on Investment calculation is required, and should reference cost savings, cost avoidance and/or increased revenues indicated in the budget projection sections of the application. Use the space designated for narrative to justify this calculation, using references when appropriate.

### For Loan Applications only:

- Using the space provided, outline a loan repayment structure.
- Attach three years prior financial documents related to the financial health of the lead applicant (balance sheet, income statement, and a statement of cash flows).

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		<b>Type of Request</b>	

## Project Budget

### Sources of Funds

LGIF Request:

Cash Match (List Sources Below):

Source:	<input style="width: 95%; height: 20px;" type="text"/>
Source:	<input style="width: 95%; height: 20px;" type="text"/>
Source:	<input style="width: 95%; height: 20px;" type="text"/>
Source:	<input style="width: 95%; height: 20px;" type="text"/>

In-Kind Match (List Sources Below):

Source:	<input style="width: 95%; height: 20px;" type="text"/>
Source:	<input style="width: 95%; height: 20px;" type="text"/>
Source:	<input style="width: 95%; height: 20px;" type="text"/>

Total Match:   
Total Sources:

### Uses of Funds

	<u>Amount</u>	<u>Revenue Source</u>
Consultant Fees:	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Legal Fees:	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
Other: _____	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Total Uses:   
Local Match Percentage:

\* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Local Match Percentage = (Match Amount/Project Cost) \* 100 (10% match required)  
10-39.99% (1 point)      40-69.99% (3 points)      70% or greater (5 points)

**Project Budget Narrative: Use this space to justify expenses (1200 character max).**

Section 4 Financial Information

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
Contributions, Gifts, Grants, and Earned Revenue			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
	Revenues	Revenues	Revenues
<b>Contributions, Gifts, Grants, and Earned Revenue</b>			
<i>Local Government:</i> _____			
<i>Local Government:</i> _____			
<i>Local Government:</i> _____			
<i>State Government</i>			
<i>Federal Government</i>			
*Other - _____			
*Other - _____			
*Other - _____			
<i>Membership Income</i>			
<i>Program Service Fees</i>			
<i>Investment Income</i>			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>
<b>Project Name</b>		Type of Request

**Program Budget**

Use this space to justify the program budget and/or explain any unusual revenues or expenses (6000 characters max).

**Section 4: Financial Information Scoring**

- (5 points) Applicant provided complete and accurate budget information and narrative justification for a total of six fiscal years.
- (3 points) Applicant provided complete and accurate budget information and for at least three fiscal years.
- (1 point) Applicant provided complete and accurate budget information for less than three fiscal years.

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Return On Investment

Return on Investment is a performance measure used to evaluate the efficiency of an investment. To derive the expected return on investment, divide the net gains of the project by the net costs. For these calculations, please use the implementation gains and costs, NOT the project costs (the cost of the feasibility, planning, or management study)--unless the results of this study will lead to direct savings without additional implementation costs. The gains from this project should be derived from the prior and future program budgets provided, and should be justified in the return on investment narrative.

### Return on Investment Formulas:

Consider the following questions when determining the appropriate ROI formula for the project. Check the box of the formula used to determine the ROI for the project. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from the project?

Use this formula: 
$$\frac{\text{Total \$ Saved}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect cost avoidance from the implementation of the project/program?

Use this formula: 
$$\frac{\text{Total Cost Avoided}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect increased revenues as a result of the project/program?

Use this formula: 
$$\frac{\text{Total New Revenue}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Expected Return on Investment = \_\_\_\_\_ \* 100 =

**Return on Investment Justification Narrative:** In the space below, briefly describe the nature of the expected return on investment, using references when appropriate. (1300 character limit)

Expected Return on Investment is:

Less than 25% (10 points)
25%-74.99% (20 points)
Greater than 75% (30 points)

Questions about how to calculate ROI? Please contact the Office of Redevelopment at 614-995-2292 or [lgif@development.ohio.gov](mailto:lgif@development.ohio.gov)

Section 4  
Financial Information

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Loan Repayment Structure

Please outline the preferred loan repayment structure. At a minimum, please include the following: the entities responsible for repayment of the loan, all parties responsible for providing match amounts, and an alternative funding source (in lieu of collateral). Applicants will have two years to complete the project upon execution of the loan agreement, and the repayment period will begin upon the final disbursement of the loan funds. A description of expected savings over the term of the loan may be used as a repayment source.

Section 4  
Financial Information

Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e. emergency, rainy day, or contingency fund, etc).

Applicant clearly demonstrates a secondary repayment source (5 points)	Applicant does not have a secondary repayment source (0 points)
------------------------------------------------------------------------	-----------------------------------------------------------------

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Scoring Overview

### Section 1: Collaborative Measures

Collaborative Measures	Description	Max Points		Applicant Self Score
<b>Population</b>	Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the <b>smallest</b> population listed in the application. Applications from (or collaborating with) small communities are preferred.	5		
<b>Participating Entities</b>	Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity.	5		

### Section 2: Success Measures

<b>Past Success</b>	Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past.	5		
<b>Scalable/Replicable Proposal</b>	Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.	10		
<b>Probability of Success</b>	Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.	5		

### Section 3: Significance Measures

<b>Performance Audit Implementation/Cost Benchmarking</b>	The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking.	5		
<b>Economic Impact</b>	Applicant demonstrates the project will a promote business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes)	5		
<b>Response to Economic Demand</b>	The project responds to current substantial changes in economic demand for local or regional government services.	5		

### Section 4: Financial Measures

<b>Financial Information</b>	Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project.	5		
<b>Local Match</b>	Percentage of local matching funds being contributed to the project. This may include in-kind contributions.	5		
<b>Expected Return</b>	Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance ) an expected return. The return must be derived from the applicant's cost basis.	30		
<b>Repayment Structure (Loan Only)</b>	Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e., emergency fund, rainy day fund, contingency fund, etc.).	5		

**Total Points**

## **Bent, Nicole**

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**From:** Hannah Krumheuer <hkrumheuer@BathTownship.org>  
**Sent:** Tuesday, October 23, 2012 4:02 PM  
**To:** lgif  
**Subject:** Cure-Project Name LGIF Bath Township  
**Attachments:** Bath LGIF Grant Attachments.pdf; Bath Township LGIF Application Round 3 Final Version.pdf

Good afternoon,

In the letter we received regarding the Local Government Innovation Fund Grant, the need for a partnership agreement was addressed. Bath Township, Richfield Township, Richfield Village, and the Revere School District have all signed resolutions supporting this grant application. These resolutions are attached. A signed agreement between the parties will be delivered upon the award of the grant.

Thank you,

Hannah Krumheuer

Bath Township  
Executive Assistant

330-666-4007 ext. 1505