The mission of the Office of Economic Development is to improve the general prosperity and economic welfare of the people of Onondaga County by creating job opportunities and expanding the tax base, and to provide unparalleled service to existing businesses and businesses interested in relocating to Onondaga County.

The Economic Growth Fund is supported by fee revenues from the Onondaga Civic Development Corporation projects (OCDC). Economic Growth Fund monies are subject to the criteria below and approval by the funding entity.

APPLICATION PROCESS

To be considered for Economic Growth Funds, the applicant must submit an application cover page (Page 2) and a project description of no more than three (3) pages that provides a thorough understanding of the project and its impact on the residents of Onondaga County.

Please include in all project applications:

- A description of the project, its core activities and goals, and how it aligns with the mission of the Office of Economic Development.
- Detailed descriptions of *all* sources and uses of funding required to complete the project as well as funds that have already been committed.

The Economic Growth fund will consider applications at the regularly scheduled public meetings of either OCIDA or OCDC. Applicants are strongly encouraged discuss project requests with a member of the staff prior to submitting an application. Office of Economic Development staff will review applications on a rolling basis and determine, in cooperation with the applicant and at the discretion of the Board, when funding decisions will be made. Typically, funding decisions will be made within six weeks of application. There is a limited pool of funds available. Applications may be returned to the Applicant and/or not considered solely due to the lack of available funding.

Applications and attachments may be submitted by ground mail or email (preferred):

Applications may be mailed to:
Onondaga County
Office of Economic Development
Attn: Economic Growth Fund
335 Montgomery Street, Floor 2M
Syracuse, NY 13202
economicdevelopment@ongov.net

Please call the Office of Economic Development at 315-435-3770 if you have questions about the applications process or the availability of funding.

EVALUATION OF APPLICATIONS

Once deemed eligible, the application will be further evaluated on:

Job Creation/Retention: The likelihood of the project to create or retain jobs in Onondaga County.
Quality of Life: The likelihood of the project to improve the quality of life of Onondaga County citizens, generate prosperity, and/or encourage economic vibrancy in the region.
Project Personnel: That the project personnel are qualified.
Capital Contribution: Whether the project sponsor is a significant contributor to the project's budget.

OTHER CONSIDERATIONS

Please note that Article 6 of the Public Officers Law declares that all records in the possession of the Office of Economic Development (with certain limited exceptions) are open to public inspection and copying. If the Applicant feels that there are elements of the Project which are in the nature of trade secrets which, if disclosed to the public or otherwise widely disseminated, would cause substantial injury to the Applicant's competitive position, the Applicant must identify such elements in writing, request that such elements be kept confidential and provide an explanation as to the possible injury to the Applicant. In accordance with Article 6 of the Public Officers Law, the Office of Economic Development may also redact personal, private, and/or proprietary information from publicly disseminated documents**.**

ACKNOWLEDGEMENT

You hereby acknowledge that if a service contract governing the terms and conditions of any award granted as a result of your submitting this Application is not executed and delivered within ninety (90)days following approval by the Corporation, then any such approval is null and void and you will have to submit a new Application for OCDC to consider. Initial

The Office of Economic Development reserves the sole right to determine the eligibility of an organization.

Economic Growth Fund Application

To apply applicants should submit:

1. A signed application.
2. A project description of no more than three (3) pages including:
   a. Description of the project, its core activities and goals
   b. Number of persons and geographic distribution to be served directly by the project.
   c. Detailed description of all sources and uses of funding required to complete the project as well as identifying funds that have already been committed.

**Applicants may be required to submit additional information that the Office of Economic Development deems necessary*

Organization Name:					
Mailing Address:					
City:		State:	NY	Zip:	
Phone:		Fax:			
Contact Person:					
Email Address:					
Executive Director/ President:					
Executive Director/ President's Email:					
Title of Proposed Project:					
Primary Purpose of Proposed Project:					
Estimated Project Start Date:		Estimated End Date:			
Total Project Budget:					
Amount of Funding Requested:					
Primary Purpose of Requested Funds:					
Type of Funding Requested:					

☐ I have read paragraph 4.2 of the instructions and understand that the applicant must identify in writing and state the reasons for withholding information it deems proprietary and is requesting not be made publicly available.

☐ Please check here if you have marked information as confidential/proprietary.

Title _____ _____ Date: _____

Appendix A

CONFLICT OF INTEREST STATEMENT

List of Corporation Board Members and Staff:

Corporation Board Members

1. Mitch Latimer
2. Virginia Biesiada O'Neill
3. Vincent Cioci
4. Christopher Daniel
5. Janice Herzog
6. Kimberly Townsend
7. Marcus Davis-El

Corporation Officers/Staff

1. Nathaniel Stevens – President/CEO
2. Alexis Rodriguez – Secretary
3. Robert Schoeneck – Treasurer

Corporation Legal Counsel and Auditor

1. Joseph Frateschi, Esq., Harris Beach Murtha
2. Michael Lisson, CPA, Grossman St. Amour CPAs, PLLC