ARPA - Project Funding Request Form

Instructions: ***Submissions will be Accepted Thru: Friday 30-Sep-22***

1. Complete this form and submit it to the ARPA Committee by dropping off at the Town Office or
   Mail: ARPA Committee
   c/o Roxbury Town Office
   P.O. Box 53
   Roxbury, VT 05669-0053
   Email: RoxburyVtARPA@gmail.com
2. Provide detailed answers to all the questions below in a separate document. Your answers and any additional information may be included either electronically, or as a PDF or as a hard copy
3. The ARPA Committee will assess your request and respond within 60 days
4. A member of the ARPA Committee may be assigned to work with you during this time should any additional information be required. The Committee and Selectboard reserve the right to ask for more information at any time in the entire process.
5. The ARPA Committee will evaluate all qualifying requests against the Roxbury Score Sheet
6. The ARPA Committee will forward qualifying requests along with score sheet evaluation results and the results of the public ranking to the Selectboard for their review and final determination

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Date: Name of Organization:

Project Sponsor/Owner: Project Address:

Phone: Email:

1. Provide a detailed description of the project.
2. Community - Why do this project and how does it benefit the Roxbury Community as a whole? What percentage of the Roxbury Community will be served or benefit from this project?
3. Cost - What is the total project cost? Please provide a detailed spending plan with funding amounts tied to project milestones. Also, the potential total value in terms of any tax rate savings of our ARPA award is .23 per 1,000. Will the allocation of ARPA monies to this project eliminate or lessen the need to draw on public funds or not?
4. Sustainability - Will additional funding beyond the ARPA award be needed? Will there be a need for budgeted ongoing operational & maintenance costs? If so, how much and funded by whom?
5. Leverage - have outside Grant opportunities been explored & identified for this project to help leverage our ARPA commitment? If so, please provide specifics.
6. Implementation - does the project require studies, permitting or professional design plans? What is the duration of the project after having received approval from the Selectboard? Can you identify any risks or unknowns with this project? Do you have a project plan showing key tasks, time frames and milestones? If so, please provide.
7. Town Plan - does this project align with the vision laid out in the 2021 Town Plan? If so, how?
8. Urgency – is this project urgent or critical to the Town or Roxbury Community?
9. Infrastructure – does this project address an ARPA infrastructure need such as community revitalization, broadband, municipal operations? If so, please explain.