



<p><b>INTERNAL USE ONLY</b>  Reviewed by:  Approved by:  Date Approved:</p>
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**BUDGET AND FISCAL POLICY DEPARTMENT  
GRANTS ADMINISTRATION DIVISION**

**GRANT APPLICATION SUBMISSION APPROVAL FORM**

**IMPORTANT:** The requesting department/division shall complete this form and email to [GrantsAdmin@epcounty.com](mailto:GrantsAdmin@epcounty.com) along with the grant funding announcement, blank application, and all other forms to be completed or signed as part of the package.

DEPARTMENT INFORMATION			
<b>Date:</b>	06/15/2020		
<b>Requesting Department/Division:</b>	El Paso County Economic Development Department		
<b>Department/Division Contact (including name, title, phone, and email):</b>	Andrea Adkins-Hutchins, Economic Development Director (571) 458-6296 <a href="mailto:ahutchins@epcounty.com">ahutchins@epcounty.com</a>		
<b>Commissioners Court Meeting Approval Date (prior or anticipated):</b>	06/22/2020	<b>Who from your department/division spoke or will speak at the Commissioners Court meeting to present and discuss this funding opportunity?</b>	Name: Andrea Adkins-Hutchins Title: Economic Development Director Phone:(571) 458-6296 Email: <a href="mailto:ahutchins@epcounty.com">ahutchins@epcounty.com</a>
<b>Are there additional documents that must be signed by the County Judge to include in this application? If so, please list the documents requiring signature(s).</b>	Yes		
GRANT OPPORTUNITY INFORMATION			
<b>Grant Opportunity Title (as provided by Grantor organization):</b>	FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity (FY20 PWEAA)		
<b>Grantor Agency:</b>	Economic Development Administration		
<b>Is this a renewal grant? If so, please provide the CobbleStone grant number for the most recent grant and indicate how many years it has been awarded in the past.</b>	No		
<b>Grant Announcement Date:</b>	10/18/2019		
<b>Grant Due Date:</b>	06/30/2020		

<b>Grant Period:</b>	n/a				
<b>Grant Proposal Summary (one paragraph or less):</b>	Expansion and construction of the Fabens Airport is intended to provide much needed infrastructure to support economic development in El Paso County. Plans for development include hanger space to accommodate small commercial air traffic while providing office space for aerospace and defense contractors; training space for local education centers and students; education and training space for transitioning services members; and highly sought after space for companies interested in Unmanned Aerial Vehicle (UAV) testing.				
<b>GRANT FINANCES</b>					
<b>A. Grant Funding to be Requested:</b>	\$5,400,000				
<b>B. Required Match Contribution:</b>	\$0.00	<b>Cash Match:</b>	\$0.00	<b>In-Kind Match:</b>	\$0.00
<b>1. Match Source(s) Description:</b>	N/A				
<b>C. Anticipated Program Income (if applicable):</b>	N/A				
<b>D. Total Project Amount (A + B + C):</b>	\$5,400,000				
<b>FINANCIAL ASSESSMENT</b>					
<b>1) What are the staffing requirements or needs for this grant? Please include salary and benefit amounts and anticipated salary and benefit increases for multi-year grants.</b>					
Economic Development Department and Public Works Department					
<b>2) What are the operational needs for this grant (i.e. supplies, equipment, office space, travel, etc.)?</b>					
Infrastructure, equipment, supplies, staff					
<b>3) Has this grant has been awarded in the past? If so, please provide the financial results of the most recently completed grant award cycle to include the award amount and the balance at the closing of the grant.</b>					
n/a					
<b>4) What is the sustainability plan for this grant and the services being provided if this funding is significantly reduced or is not awarded in future?</b>					
The Economic Development Department will seek other funding resources to support the Fabens Airport.					
<b>PROGRAMMATIC ASSESSMENT</b>					
<b>1) Is this grant and its purpose(s) aligned with the County strategic plan? How will this grant benefit your department/division and communities in El Paso County?</b>					
Yes, the grant aligns with the County strategic plan of goal two, Economic Development (Aerospace and Defense).					

<b>2) How will this grant allow you to expand or improve department/division services?</b>
This grant will allow the Economic Development Department to expand Fabens Airport with infrastructure and programs for economics growth and job expansion.
<b>3) Please explain the capacity of your department/division to administer this grant.</b>
The Economic Development Department works with many other federal, state, and local agencies to support the community.
<b>4) Will this grant require the use of contractual services?</b>
Yes, a private Consultant will be hired through this grant.
<b>5) If this grant has been awarded in the past, what are some significant accomplishments or program highlights? You may use data to support your response.</b>
n/a