



Northern Border  
Regional Commission

# 2022 SEID PROGRAM

## Overview of Programmatic Changes

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# NBRC Overview

- **The Northern Border Regional Commission (NBRC) is a partnership between the federal government and the States of Maine, New Hampshire, New York and Vermont**
  - Established by Congress in 2008
  - Invests in economic development and infrastructure projects that create jobs and help reduce poverty, unemployment and outmigration
- **Only projects within the NBRC's service area are eligible for funding under [40 U.S.C. §15733](#)**
  - Maine: Androscoggin, Aroostook, Franklin, Hancock, Kennebec, Knox, Oxford, Penobscot, Piscataquis, Somerset, Waldo, and Washington counties.
  - New Hampshire: Belknap, Carroll, Cheshire, Coos, Grafton, and Sullivan counties.
  - New York: Cayuga, Clinton, Essex, Fulton, Franklin, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Montgomery, Niagara, Oneida, Orleans, Oswego, Rensselaer, St. Lawrence, Saratoga, Schenectady, Seneca, Sullivan, Warren, Washington, Wayne, and Yates counties
  - Vermont: All counties



# NBRC Overview

- By statute (40 U.S.C. §15702), the NBRC is required to annually assess the level of economic and demographic distress in its service area
- Assessing distress reflects whether the NBRC can provide grants within a county. It also determines the percent of match required for NBRC funded projects
  - Distressed: Eligible for 80% funding and require a 20% match
  - Transitional: Eligible for 50% funding and require a 50% match
  - Attainment: Neither distressed nor transitional. **There are four attainment counties in NBRC's service area this year, 3 in NH and 1 in VT**
- NBRC is not allowed to fund projects within an attainment county *unless* the project is within an "Isolated Area of Distress" or has been granted a significant benefit waiver
  - Please see additional information on Attainment Counties in the 2022 SEID Manual



# 2022 Timeline

- 2022 SEID materials available on NBRC website  
March 14<sup>th</sup>, 2021
- **NEW Letters of Interest (REQUIRED)**  
April 22<sup>nd</sup> 5:00 p.m. EST
- Significant Benefit Waiver Request  
April 22<sup>nd</sup> 5:00 p.m. EST
- **NEW 75% Waiver Requests for Prior SEID Recipients**  
April 22<sup>nd</sup> 5:00 p.m. EST
- Responses to LOIs including invitations to apply  
May 1<sup>st</sup>, 2022
- LDD Waiver Request  
May 6<sup>th</sup> 5:00 p.m. EST
- Application portal open  
May 16<sup>th</sup>, 2022
- Virtual info sessions  
May 2022
- Application deadline  
June 3<sup>rd</sup> 5:00 p.m. EST



# 2022 SEID Eligibility

- **Eligible applicants include the following:**
  - State governments of Maine, New Hampshire, Vermont, and New York
  - Local governments (village, town, city, and county)
  - Other political subdivisions of States (regional planning commissions, authorities of the state)
  - Indian Tribes; § 200.54 [Indian tribe](#) (or “federally recognized Indian tribe”)
  - Non-profit entities - The term ‘nonprofit entity’ means any organization described in section 501(c) of the Internal Revenue Code of 1986 and exempt from taxation under 501(a) of that Code. The non-profit entity must be able to demonstrate they have federal grant experience related to economic development
- **The total amount of funds available for 2022 is approximately \$5.8MM /State**
  - The maximum grant amount for 2022 is \$1,000,000 for construction in support of “infrastructure”
  - For all other applications, the maximum amount is \$350,000.
    - Multi-State awards may receive a maximum of \$1,000,000 grant award for construction in support of infrastructure projects and \$350,000 for non-infrastructure projects



# Infrastructure vs Non-Infrastructure

- The maximum grant amount for 2022 is \$1,000,000 for construction in support of “infrastructure”
  - Congress requires NBRC to award 40% of all funds to public infrastructure projects
    - Transportation Infrastructure
    - Basic Public Infrastructure
    - Telecommunications Infrastructure
    - Renewable and Alternative Energy Infrastructure
- For all other non-infrastructure applications the maximum amount is \$350,000
  - Business & Workforce Development
  - Basic Health Care
  - Resource Conservation, Tourism, Recreation
- Multi-State awards may receive a maximum of \$1,000,000 grant award for construction in support of infrastructure projects and \$350,000 for non-infrastructure projects
- **See the 2022 SEID Application Manual for detailed category information, as well as NBRC’s definition of “construction”**



# What's New in 2022 – Letter of Interest Phase

- **Letter of Interest submission is required in 2022**
  - LOIs will be submitted electronically to NBRC for eligibility review
  - A fillable PDF is available on the website
  - The SF424cbw (budget) form is a required LOI document
  - LOIs will not be reviewed and scored, but states will be looking for alignment with their funding priorities as outlined in the 2022 SEID Application Manual
  - Based on eligibility review, NBRC will issue invitations to apply by early May
- **Prior SEID projects will be required to be 75% expended (NBRC and match funds) by April 15<sup>th</sup> in order to be eligible to apply for additional funding**
  - The project must have submitted reimbursement requests totaling 75% or more of the project and demonstrated that 75% of the cost share has been expended by April 15th, 2022
  - If this cannot be met, they must apply for a waiver which is due April 22nd at 5:00pm EST
  - A waiver request will not be considered complete if it does not contain a fully executed Affidavit and supporting documentation
  - Fillable PDF available on the website



# What's New in 2022-Application Phase

- **NBRC is no longer restricting grant administration to EDA certified entities only**
  - Grant administration can now be performed by federally designated Economic Development Districts as well as organizations similar in nature to a regional planning commission
- **Beginning with SEID 2022 the grant administration formula is 2% of the NBRC award**
  - This is a change from the prior year's formula and will now be based on 2% of the total NBRC award
  - If grant administration assistance is beyond the total available under the formula, the remainder must be paid with matching funds
- **NBRC created a new streamlined National Environmental Policy Act Intake Form**
  - SEID applicants will need to complete the NBRC NEPA Intake form with their application
  - This information will be utilized to determine the appropriate level of NEPA analysis that will be required **IF** a proposed project is funded
  - Completion of the NEPA form does not satisfy NEPA and a complete NEPA will be required in order to receive a notice to proceed once applications are approved





# Letters of Interest

- **For SEID 2022 all prospective applicants must submit a Letter of Interest**
  - Applicants are encouraged to review all 2022 SEID materials to understand eligibility, use of funds, programmatic timing, and alignment with programmatic priorities
  - LOIs are reviewed for eligibility, they are not reviewed and scored
  - States will be looking for projects to demonstrate alignment with their funding priorities
  - Letters of Interest are due by April 22, 2022 at 5:00 p.m.
  - Prospective applicants can submit all required LOI documentation as one pdf, to [loi@nbrc.gov](mailto:loi@nbrc.gov). A fillable PDF template for the LOI and the SF424cbw Budget document are available to download from <https://www.nbrc.gov/content/EID>
- **Applicants or co-applicants with a prior SEID award that is not 75% expended (NBRC award and match), by April 15, 2022, must submit a 75% Expenditure Waiver with their LOI documentation prior to the LOI deadline**
  - The 75% expenditure waiver must be approved for the project to be considered eligible to be invited to application submission



# Letters of Interest

- **If an entity is located in an Attainment County and not located in an Isolated Area of Distress they must also apply for a significant benefit waiver**
  - The applicant must submit the executed significant benefit waiver affidavit together with documentation that supports the project's ability to bring significant economic benefits to NBRC Distressed or Transitional counties along with the required LOI documentation
  - Significant benefit waivers are due April 22<sup>nd</sup> at 5:00pm EST
- **The significant benefit waiver requirement requires approval of the Federal Co-Chair and a majority of the Governor's of the four states or their chosen alternates to be considered eligible to be invited to apply**
  - See Appendix D of the 2022 SEID manual for additional information on this requirement. A fillable PDF of the waiver form is also available to download from <https://www.nbrc.gov/content/EID>



# Letters of Interest Complete Package

- **LOI form fully executed PDF and narrative**
  - **LOI form using fillable PDF form**
  - **LOI narrative to include** (no more than 3 pages):
    - Overall description of the project, including how it aligns with the program objectives and scoring criteria as referenced in the 2022 SEID Application Manual
    - Specifically identify the challenge the project seeks to address
    - A list and brief description of the collaborating partners in the project, and their respective roles
    - Self-identified intended outcomes and measures of success
- **Budget and Budget Narrative**
  - **SF424cbw budget form**
  - **Budget narrative** to include:
    - Expenses over \$5,000 with brief justification for each
    - Matching funds detail, to include Source, amount, date of commitment (and if not yet committed or pending, include anticipated date of commitment)



# Helpful Tips

- Review the program materials
  - Eligibility – applicant and co-applicant as well as use of funds
  - Waiver requirements (if applicable)
  - Performance Period for 2022 SEID projects
  - Alignment with NBRC and State-specific scoring priorities
- Be aware of the federal funding ceiling
  - If a project is utilizing multiple federal sources (including NBRC), no more than 80% of the total project cost can be comprised of federal funds. It is important for applicants to check with other federal sources, as each federal agency may have its own restrictions
- Reach out to your State Program Manager to schedule a time to discuss your project if you are unclear how it aligns with the State's funding priorities



# Helpful Tips

- Contact NBRC if you are unclear on eligibility, use of funds, or the amount of funding your project is eligible for (i.e., infrastructure vs non-infrastructure)
- Utilize your Local Development Districts (LDDs) in determining alignment with regional priorities and to establish a relationship if you are entity who will need to contract for their services should your project be awarded funding
- Check the NBRC website for programmatic updates, additional materials, etc.

**Don't wait until the deadline to prepare materials for submission!**



# Points of Contact

- **NBRC staff**
  - Carrie Mead, SEID Program Manager
  - Andrea Smith, NBRC Program Director
- **State Program Managers**
  - Each State has a Program Manager, who are employees of State government appointed to the role by the Governor's Alternate and serve as NBRC's point of contact
  - Their contact information is on NBRC's website and in the 2022 SEID program materials
- **Local Development Districts (LDDs)**
  - The NBRC is aided by a group of regional organizations called Local Development Districts
  - Each SEID award is required to utilize an LDD for grant administration unless they are an agency of State government or have requested and received LDD waiver approval prior to submission of the SEID application. A complete list of LDDs can be found at <https://www.nbrc.gov/content/local-development-districts>



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# QUESTIONS?