



Waiver Request from Local Development District Grant Administration

The NBRC Federal-State partnership is aided by a group of regional organizations called **Local Development Districts (LDDs)** that assist the NBRC in its outreach activities and administer NBRC investments for grantees.

Federal legislation states that the Northern Border Regional Commission (NBRC), "shall enhance the capacity of, and provide support for, local development districts (LDD) in its region. LDDs are either an already existing federally designated Economic Development District, as certified by the US Economic Development Administration, or an organization similar in nature to a regional planning commission.

In addition to the federal mandate, the NBRC's appropriation has grown significantly in recent years. This is beneficial to the region, but with it comes increased oversight responsibilities and administration. NBRC can maintain its small staff by partnering with LDDs to ensure that the investments made around the region continue to demonstrate strategic use of public dollars.

NBRC State Economic Infrastructure Development (SEID) awardees are required to utilize an LDD for grant administration assistance unless they are an agency of State government or have requested and received LDD waiver approval from NBRC prior to the submission of the SEID application. A grantee is required to provide a copy of the executed LDD contract as part of the documentation necessary to receive a Notice to Proceed.

Please see [Role of the LDD](#) and the www.nbrc.gov/content/administration page of NBRC's website for more information.

Requesting a waiver from hiring an LDD for grant administration

If you feel your organization is eligible for a LDD waiver, please complete and affirm the following:

Name of Organization:

Type of Organization:

**Location of Project:
(Municipality and State)**

Contact Name/Information:

Name:

Title:

Phone:

E-mail:

Does the organization have current staff that have successfully administered Northern Border Regional Commission Grant funds within the last five years? Yes No

Did you request a LDD Waiver for any prior NBRC grant awards? Yes No

If yes, was the waiver granted by NBRC? Yes No

If yes, list the NBRC project number(s) and title(s):

What is the current status of the project(s):

Does the organization have current staff that has successfully administered other federal grant funds (EDA, USDA, HUD, etc.) within the last five years? Yes No

If yes, what was the project(s) that you administered?

Date of Award/Project Title/Status:

Is there is a designated LDD in your region? Yes No

The Grantee understands if a LDD waiver is granted, grant administration costs will not exceed those outlined for the LDDs. Yes No

Signature

Date

Printed Name

Title

Please contact Andrea Smith, NBRC Program Director at 603-369-3001 or asmith@nbrc.gov with any questions.

To be eligible for a waiver for the 2022 SEID program year, this waiver must be submitted to asmith@nbrc.gov no later than 5:00 p.m. EST May 6, 2022. You will be notified of a decision on the waiver request within two weeks from NBRC's receipt of the e-mail request.

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Waiver request reviewed with State:

Date:
State:

Waiver request approved:

Yes No

If no, reasons for denial request:

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Waiver approved:

Andrea K. Smith
Program Director | Northern Border Regional Commission

Date