



Northern Border
Regional Commission

NBRC GRANT PROGRAMS OVERVIEW: PART 4

Local Development Districts



What is an LDD?

- Local Development Districts (LDDs) are **regional entities**, often an economic development corporation, a regional planning commission or council of governments.
- LDDs help **promote local economic growth**, especially in distressed areas, by facilitating **access** to grants, technical assistance, strategic planning and more.
- These organizations, often funded through a combination of state or local funds, are a **critical intermediary and partner for rural communities** as they enhance community and economic development efforts.
- The relationship between a grantee and an LDD will **build the capacity of under-resourced rural communities over time** and can provide critical skills necessary to manage and administer federal funds.



LDD Assistance

All NBRC competitive program awards require the use of a Local Development District (LDD) for grant administration.

- ✓ Exception for state government entities and LDDs

LDDs are compensated for grant administrative work. The fee structure is as follows:

- \$8,000 flat fee for awards of \$400,000 or less
- 2% of NBRC requested amount for awards above \$400,000.



Who is my LDD?

- A current list of participating LDDs can be found on the [About LDDs](#) page on NBRC's website



... basically, most
of the
administrative
work AFTER an
award is made.

LDD Assistance

NBRC defines grant administration as:

- **Partial Notice/Full Notice to Proceed Documentation:** assisting in the accurate and timely filing of NBRC Form 1002 Match Commitment and LDD Contract
- **Quarterly and Annual Reporting:** assisting in the accurate and timely filing of common forms SF-425 and SF-PPR
- **Reimbursement Requests:** assisting in the accurate and timely filing of SF-270 and guiding grantees in establishing organized systems to maintain invoices and documentation related to project expenditures
- **Closeout Reporting:** assisting in the accurate and timely filing of all required close out documents, including the GPRA Form
- **Contract Amendments:** assisting in the accurate and timely filing of amendment documentation and support material
- **General Assistance**



LDD Assistance

We recommend connecting EARLY with your LDD.

Why it is important to connect (early) with your LDD:

- LDDs have **experience** in helping other interested entities apply to NBRC funding (this is not their first rodeo!)
- LDDs have good **foundational knowledge** on other funding available that could be of benefit to your project
- LDDs have vast experience in administering grant awards and will **save you time (and money!)**
- LDDs have both boots on the ground in your region and an **understanding** of state economic goals
- In some of the states, LDDs have access to funds to help you develop your project and assist in the pre application and application phase



"Connecting with the applicants earlier has proven to build a solid foundation from the beginning... It has proven to be a prime opportunity to give them the confidence of moving forward and building the relationship early!"

"The ability to help with reimbursement requests and reporting requirements makes the process smooth and seamless on the end of the applicant which means that they do not have to have a lot of manpower hours to be able to be compliant and keep the cash flowing throughout the project. This has payroll savings and time management savings."



Shasta Mattino
Chamber and Economic Development of the Rutland Region
Vermont LDD



Michelle Moren-Grey
North Country Council
New Hampshire LDD

“As an LDD our work is rooted in the communities we serve, this gives us a clear understanding of local capacity, challenges, and opportunities. While we are connected to communities we also stay connected to statewide and regional economic development priorities and trends. Being connected locally, regionally, and statewide allow us to help applicants connect the gap between the local need and larger regional or state strategy.”

“Through our work as an LDD, we have supported many grantees through the award process all the way to project completion. This experience gives us perspective on how projects evolve—from an initial idea through to implementation —and allows us to anticipate, and often help grantees avoid altogether, common project missteps.

Our experience as an LDD provides grantees with reassurance and helps reduce uncertainty to first-time grantees. Grantees knowing they are not navigating the process alone but with a partner who has done this before builds capacity.”





LDD Waiver

- A waiver may be requested by organizations with the capacity for grant administration. The LDD Waiver request must be **submitted together with the pre-application**. No waivers will be accepted after this time.
- LDD waivers are considered if your entity **has had an NBRC award since 2024**, administered through our Grant Management System, or potential extenuating circumstances.

Resources:

- Program User Manual
- LDD Waiver form

The LDD waiver is required for all programs (Catalyst, Forest Economy, Timber for Transit)