



# Executive Summary Format

(2 pages maximum)

- Project Title:** Identify descriptive title of the project
- Project Grantee:** Identify applicant's legal name
- Counties Served:** Identify each county and its economic status (e.g. transitional, distressed, etc.)
- Basic Agency:** Identify the administering agency (construction projects only)
- Goal/Strategy:** Identify the primary ARC Goal and State Strategy that project will address
- Purpose:** 1-sentence statement describing purpose of proposed project

<b>Funding:</b>	<u>Amount</u>	<u>%</u>	<u>Source</u>
ARC	\$200,000	36%	Area Development, Distressed Counties
Federal	200,000	36%	Other Federal Grant
State	100,000	18%	State Grant
<u>Local</u>	<u>100,000</u>	<u>10%</u>	(Other Federal Loan, Grantee, etc.)
<b>Total</b>	<b>\$560,000</b>	<b>100%</b>	

**Project Description:** (Maximum 1-2 paragraphs) Describe major activities to be conducted. The description should address who, what, where, when and how for each major activity.

- Strategic Rationale:** (1 paragraph max)
- Identify the problems and/or opportunities project will address.
  - Explain the critical circumstances that compel project to be funded by ARC.
  - Describe how project supports a regional strategy or plan.

- Collaborative Partnerships:** (1 paragraph max)
- Identify local, regional and/or state partnerships that will support project.

- Project Sustainability & Capacity:** (1 paragraph max)
- Describe capacity to undertake the proposed activity by describing previous experience with similar activity.
  - Explain how the project will be sustainable once ARC support is no longer available.

- Impact Measures:**
- Identify quantifiable output and outcome measures, consistent with ARC guidance (include any leveraged private investment resulting from the project).