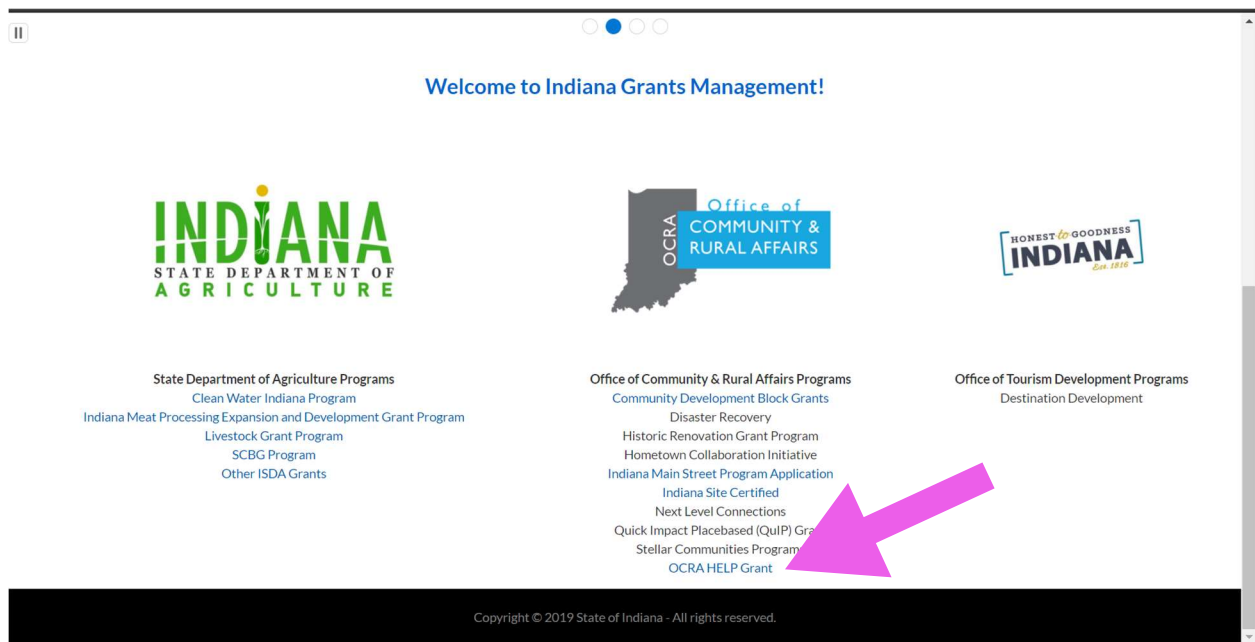




GMS Instructions

Please be prepared to submit the 2021 Hoosier Enduring Legacy Program application **before 4:00 PM EST Friday, October 1, 2021.**

After logging into [GMS](#), scroll to the bottom of the home screen and click OCRA HELP GRANT. If you do not already have a profile, you will need to contact your [Community Liaison](#).



Section 1: Applicant Information

This section should look familiar to a CDBG application. Major differences are noted below:

1. **Lead Applicant:** Please note that for regional applicants, the Lead Applicant should be the county of each LUG. If the county is not participating in HELP, please select one LUG to serve as the lead applicant.
2. **Chief Elected Official Contact:** For regions, CEOs of LUGs should decide who the CEO Contact will be for this application. The Contact will fill out the form on behalf of the region. Before submission, each LUG CEO is required to sign the Signature Form.

Section 2: General Information

1. **“How has the community provided support to the following during the pandemic? (support could include: financial, training, referral services, etc.)”**
Our definition of “support” is broad. Please include what your community has been able to do, what you have not been able to do, and what else you would do

if you had the opportunity to do more.

“Distressed populations” in this question is based off the definition used in the Treasury’s Interim Final Rule for the American Rescue Plan Act. This includes people of color, lower-income communications, unemployed workers, and those living and operating businesses in Qualified Census Tracts (QCTs).

Section 3: Uploads

Each form should be uploaded as a pdf.

1. Form on existing plans/Efforts around the 4 Pathways

The goal of the [Existing Plans Spreadsheet](#) is to illustrate a.) the capacity of your community to carry out similar projects and b.) what services and privileges are already present to your community members. For regions, we would like you to list all existing plans that have been planned both as a group or alone by each LUG in the region. This is to facilitate the creation of while not disadvantaging new regional partnerships.

2. Letter of Interest from the highest elected official

The LOI should be submitted as a pdf. Please relay support, financial and time commitment, and names of the 5-7 community members joining the effort on the Core Advisory Team. The Core Team is a working team and will have a position on each of the Pathway Committees and will provide support to the Community Coordinator position. Please also note the whether the following sectors are represented on your Core Team:

- | | |
|----------------------|------------------------------|
| Business & Industry | Nonprofit & Voluntary Groups |
| Local Government | Residents |
| Education | Faith-based Groups |
| Community Foundation | |

Regional applicants should submit a single LOI cosigned by each participating CEO.

Please include whether this group existed before or if it was formed for this initiative.

3. Documentation committing matching funds and establishing the Community Coordinator position.

Documentation should be submitted as a pdf. Documentation establishing the position could include meeting minutes, a job description, etc.

4. Management and Staffing/Training Plan for the Community Coordinator position.

The primary goal of the Community Coordinator position is to build capacity in regions and LUGs. This position is employed and trained by the region or LUG.

Management and Staffing/Training Plan should be submitted as a pdf.

Section 4: Validate and Submit

1. The [Signature Page](#) is to be filled out on all applicants, both single and regional. The application cannot be submitted unless the Signature Page is uploaded. Please have the Chief Elected Official from all participating communities sign this page, leaving excess CEO Signatures blank.