

NEBRASKA

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VETERANS' AFFAIRS



# MILITARY INSTALLATION DEVELOPMENT & SUPPORT FUND PROGRAM APPLICATION



For questions regarding this application, please contact Jessica Forch at (402) 853-4023 or [jessica.forch@nebraska.gov](mailto:jessica.forch@nebraska.gov)

Offutt AFB photos courtesy U.S. Air Force 55th Wing.





## PROGRAM OVERVIEW

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The Military Installation Development and Support Fund was created by the Nebraska Legislature in 2022 to contribute to construction, development, or support on any military installation located in Nebraska. The purpose of the fund is to improve mission retention and recruitment; support the morale, health, and mental wellness of military members and families; and grow the economic impact of military installations in Nebraska. The fund is administered by the Nebraska Department of Veterans' Affairs (NDVA) under Nebraska Revised Statute §55-901. The fund may be used for any projects that directly support military installations located in Nebraska. NDVA requires a match of private funding in an amount equal to or greater than one-half of the total cost of the project to authorize an expenditure from the fund (1:1 minimum).

## FUNDING AVAILABILITY

The Military Installation Development and Support Fund contains \$25,000,000.00. These funds were allocated by the Nebraska Legislature in 2022 and are one-time funds to the Program. Funds will be available until all funds are awarded, so long as funds continue to be authorized through the State budgeting process. Applications under this Program require the applicant to provide a minimum of 1:1 match to be considered for funding. A private funder may provide a larger match than 1:1 but must demonstrate at least a 1:1 match for each proposed project.

Funds will be made available on a first come first served basis for approved projects. In the case that applications are submitted simultaneously and/or there are more applications than funds available, consideration will be given to project need and number of individuals positively impacted by the project.

## ELIGIBLE APPLICANTS

For projects located on a military installation, eligible applicants (private, non-profit or other entities) will need to coordinate with the installation where the project is proposed, as evidenced by a copy of the "Conditional Offer of Gift" submitted to the military installation and the "Acknowledgment of Conditional Gift Offer" signed by the Installation Commander. Sample "Conditional Offer of Gift" and "Acknowledgment of Conditional Gift Offer" can be found in Air Force Instruction 51-601 (AFI51-601\_USAFASUP 20 NOVEMBER 2013). For a project not located on a military installation, eligible applicants will need to provide a letter of support from an installation commander.

**Submit completed application and all necessary attachments to Jessica Forch at [jessica.forch@nebraska.gov](mailto:jessica.forch@nebraska.gov).**

## APPLICANT INFORMATION

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Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Point of Contact: \_\_\_\_\_

Point of Contact Email Address: \_\_\_\_\_



Description of Entity:

## PROJECT SUMMARY

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1. Project Name: \_\_\_\_\_

Please provide a short description of the project below.

2. Proposed timeframe for project:

## PROJECT IMPACT

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3. Is project construction planned on a Military Installation property located in Nebraska?

☐ Yes ☐ No

4. Is project construction planned on local, city, or county owned property?

☐ Yes ☐ No

5. Does the project directly support a military installation in Nebraska?

☐ Yes ☐ No



If yes, how? Please include anticipated value add totals.

6. Does the project have a dual community/military benefit?

☐ Yes ☐ No

If yes, explain below:

7. Does the project assist in bringing in new missions or expanding current missions for the receiving Nebraska military installation?

☐ Yes ☐ No

If yes, explain:

8. Does the project add resiliency to a military installation in Nebraska?

☐ Yes ☐ No

If yes, explain:



**9. Impact of project gift on civilian economy, including community, other agencies, and individuals:**

**10. Estimate of the number of people affected by the project:**

**11. Please give an estimate of initial costs for the project:**

**12. Please give an estimate of anticipated recurring costs, including a summary of all sustainment, repair, and maintenance costs:**

**13. Please provide a detailed plan for how sustainment costs for the project will be funded, including the anticipated sustainment cost total and how those funds will be maintained:**



**14. Impact if project is not funded:**

## PARTNER ENTITIES

**15. Partner entities and terms of partnerships (if any):**

Partner Entity	Terms of Partnership

**If additional partner entities exist, please attach as separate document**

**16. Are all entities involved current on all obligations in the State of Nebraska?**

☐ Yes ☐ No

If no, explain:



17. Are there any pending claims or litigation against any individual or entity involved in the project?

☐ Yes ☐ No

If yes, explain:

## PROJECT DESCRIPTION

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18. What type of project is this? Check all that apply.

- ☐ New Construction
- ☐ Expand Existing Facility or Infrastructure
- ☐ Renovate Facility or Infrastructure
- ☐ Property Purchase
- ☐ Other: \_\_\_\_\_

19. Provide a description of the project including specific details and documentation of the applicable project and related project milestones, including anticipated construction begin date, project completion date, when project will begin operation and when the project will be fully operational, anticipated timeline, military gifting timeline, etc. You may attach this as a separate document. Please limit your response to **15 pages or less**.

## BUDGET OVERVIEW

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20. Please give an estimated total expense of the project: \_\_\_\_\_

***Please Attach Budget Document Outlining Funding Sources and Requested Amount from the Military Installation Development and Support Fund Program***



**21.** If the project costs exceed the current reserve, partner funding, and funds anticipated through the Military Installation Development and Support Fund, how will remaining cost be funded?

**22.** Will this impact project completion?

☐ Yes ☐ No

If yes, what are the plans to secure remaining necessary funding?

## APPLICANT REGISTRATION

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**Please attach proof of entity's registration with the Secretary of State.**

## ATTACHMENTS REQUIRED

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**These documents are considered part of the Application and are necessary for the Application to be considered complete.**

- ☐ Project Description
- ☐ Budget and proof of matched resources
- ☐ Conditional Offer of Gift or Letter of Support from Installation Commander
- ☐ Acknowledgement of Conditional Gift Offer signed by Installation Commander
- ☐ Terms of Acceptance
- ☐ Proof of Registration





## FUNDING AVAILABILITY

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If approved for funding, funding will be available for two years from the date of the project approval by the associated higher-level approver for the particular military branch (for example DOD) which is necessary for a project to begin. An extension may be granted on a case-by-case basis as approved by the NDVA Director so long as funds continue to be available through State appropriations to this Program.

Funding Recipients will receive additional instructions related to the management of the funding (including submission of a completed Automated Clearing House (ACH) form for electronic fund transmission, Funding Request Forms, submission of payment requests, etc). Funds through this Program will be made available on a quarterly basis. Matching funds will be provided only after Applicant funds have been expended in a like amount. Funding Recipient must demonstrate that it has met its match as identified in the application. The Recipient match may be at a ratio greater than 1:1, the funding Recipient may apply for a project where the Recipient provides a higher match, for example 2:1. Each funding Recipient will be responsible for adhering the match ratio identified in its approved application. As stated previously, NDVA will provide no more than a 1:1 match.

Funding Recipients will be required to submit a Budget Request Form to request quarterly match payments. The form will be made available by NDVA. Recipient must be able to demonstrate that the funds requested for payment from NDVA are specific to the Program approved project. The Budget Request Form will be submitted to the NDVA Program Manager who will review the form for completion and recommend payment.

If the Budget Request Form is incomplete or requires clarification by Recipient, NDVA will request additional information from the Recipient. Payments will be made by direct deposit upon completion of the review process. NDVA will complete Budget Request Form review within 30 days of having a complete submission. The actual transmittal of the match payment may take up to 45 days once the Budget Request Form is approved.

Funding through the Military Installation Development and Support Fund is contingent upon approval by the associated higher-level approver for the proposed project. If the project is modified due to higher-level approver review in order to meet specific requirements, the project and related funding modification updates should be provided to the NDVA Program Manager as soon as possible. This includes, but is not limited to changes to scope, project location and/or projected costs. Change information will be reviewed by the NDVA Program Manager and the project award may be modified to reflect the associated changes accordingly.

If changes are made to funding allocated to a project based on additional information, an updated funding agreement document will be provided to the Applicant.

The Applicant is responsible for communication with and meeting the required standards of the higher-level approver (for example DOD) related protocols and approvals for the project. State funding under this program is not indicative of base higher-level approval, as these are separate approval processes. The Applicant is solely responsible for communication and collaboration with the Military Installation higher-level approver related to any transfers, approvals, or permits required for the Applicant's project.



Once the project is complete, Applicant is solely responsible for the process related to the transfer and sustainment of the property to the Military Installation higher-level Authority.

Due to finite Program funding, NDVA reserves the right to approve funding in an amount lesser than that requested by the Applicant. The Applicant has the option to decline the funding offer.

**I understand and agree to the terms and conditions outlined in this application and have the authority to submit this application for funding on behalf of the above-referenced entity.**

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SIGNATURE

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DATE

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PRINTED NAME

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TITLE