

## Background:

To advance its 2021-2025 Economic Development Strategic Plan, Middlesex County's Economic Development Department (EDD) has made it a priority to support CIPs developed within Middlesex County and has established the 2024 CIP Implementation Program. This investment is being made in pursuit of all 4 Strategic Objectives identified in the 2021-2025 Middlesex County Economic Development Strategic Plan, as strong and sustainable CIPs play an important role in each. The 4 Strategic Objectives are identified below:

1. Invest in people and places via rural revitalization
2. Entice talented workers and entrepreneurs to relocate here by leveraging the pace of rural life and nearby urban amenities
3. Attract investment in tech-based manufacturing, food production, and ag-tech
4. Advocate for investment readiness and implement improvements in business development services

## Important Information:

The 2024 CIP Implementation Program allows eligible municipalities to request a reimbursement to help offset their contributions to CIP projects approved in 2024. Applications will be evaluated on a project by project basis, therefore applicants must detail each project, outlining the project information and reimbursement request as outlined in the "Project Information" section on Page 2. Applications are **due no later than Thursday October 31, 2024** at 4:30 PM and will be evaluated on a first come first served basis with priority given to those projects that best address the Strategic Objectives and the needs of the key stakeholders outlined in the 2021-2025 Middlesex County Economic Development Strategic Plan. **Please see eligibility and application instructions outlined below:**

- Eligible applicants are Middlesex County based lower-tier municipalities that had CIP intakes in 2024.
- Reimbursement requests must only be made against CIP projects that were approved in 2024. In some cases, CIP contributions approved by the Municipality may not yet have been paid out. If approved -- reimbursements from the County for these projects will be held until final reports are received showing payment issued to the CIP recipient from the local municipality.
- Each project for which a reimbursement is being requested must be noted in the application, as each project will be evaluated on how it addresses the Strategic Objectives and the needs of the key stakeholders outlined in the 2021-2025 Middlesex County Economic Development Strategic Plan.
- Reimbursements may not exceed 50% (exclusive of HST) of the municipality's project contribution to each CIP project for which funds are being requested.
- In order to be considered, applications must be submitted to [dmakrakos@middlesex.ca](mailto:dmakrakos@middlesex.ca) no later than October 31, 2024 at 4:30PM.
- Approval/Decline of applications will be at the sole discretion of the Middlesex County Department of Economic Development Selection Committee, based on the merit of the application and the budget available at the time of receipt.
- Applications may be approved for less than the full reimbursement requested and will be evaluated on a first come first served basis.

<b>Applicant Information</b>			
Name of Applicant:			
Position/Role:			
Name of Eligible Municipality:			
Street Address:	Postal Code:	City / Town:	Municipality:
Business Phone Number:	Cell Phone Number:	Your Social Media Pages:	
Email Address:	Website:		

**Project Information** (fill out information below for each CIP project you are requesting reimbursement for)

For each project that you are requesting reimbursement for, please state below the project **name**, the date the CIP project was approved (**date approved**), the **description** of the project, who the CIP funding was awarded to (**recipient**), the Strategic Objective and corresponding Strategic Action from the 2021-2025 Middlesex County Economic Development Strategic Plan that the CIP project aligns with best (**strategic alignment**) and the **3 monetary fields**:

<p><b>1. Project Name:</b></p> <p>Date Approved:</p> <p>Recipient:</p> <p>Description:</p> <p>Strategic Alignment:</p> <p>Describe rationale for above selection:</p>			
Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):	Total Cost of CIP Project (exclusive of HST)	Reimbursement Requested from Middlesex EDD (exclusive of HST):	
<p><b>2. Project Name:</b></p> <p>Date Approved:</p> <p>Recipient:</p> <p>Description:</p> <p>Strategic Alignment:</p> <p>Describe rationale for above selection:</p>			
Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):	Total Cost of CIP Project (exclusive of HST)	Reimbursement Requested from Middlesex EDD (exclusive of HST):	
<p><b>3. Project Name:</b></p> <p>Date Approved:</p> <p>Recipient:</p> <p>Description:</p> <p>Strategic Alignment:</p> <p>Describe rationale for above selection:</p>			
Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):	Total Cost of CIP Project (exclusive of HST):	Reimbursement Requested from Middlesex EDD (exclusive of HST):	

**4. Project Name:**

Date Approved:

Recipient:

Description:

Strategic Alignment:

Describe rationale for above selection:

Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):

Total Cost of CIP Project (exclusive of HST):

Reimbursement Requested from Middlesex EDD (exclusive of HST):

**5. Project Name:**

Date Approved:

Recipient:

Description:

Strategic Alignment:

Describe rationale for above selection:

Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):

Total Cost of CIP Project (exclusive of HST):

Reimbursement Requested from Middlesex EDD (exclusive of HST):

**6. Project Name:**

Date Approved:

Recipient:

Description:

Strategic Alignment:

Describe rationale for above selection:

Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):

Total Cost of CIP Project (exclusive of HST):

Reimbursement Requested from Middlesex EDD (exclusive of HST):

**7. Project Name:**

Date Approved:

Recipient:

Description:

Strategic Alignment:

Describe rationale for above selection:

Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):

Total Cost of CIP Project (exclusive of HST):

Reimbursement Requested from Middlesex EDD (exclusive of HST):

**8. Project Name:**

Date Approved:

Recipient:

Description:

Strategic Alignment:

Describe rationale for above selection:

Amount of CIP Funding Approved by Municipality for Project (exclusive of HST):

Total Cost of CIP Project (exclusive of HST):

Reimbursement Requested from Middlesex EDD (exclusive of HST):

**Total Requested Reimbursement Amount** (exclusive of HST): \_\_\_\_\_

**Please note:** Should your application be successful, recipients at minimum agree to acknowledge the contribution of Middlesex County' Department of Economic Development by allowing us to mention externally, the total reimbursement amount, number of projects for which reimbursement was granted and total value of CIP projects for which reimbursement was granted.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## **Below For County Use Only:**

Notes Pertaining to Application Decision:

**Total Approved Reimbursement Amount** (exclusive of HST): \_\_\_\_\_

Is this above listed amount conditional upon receiving further information? \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_