



REMOTES Assistance Overview and Application Questions

ICMA and Sustainable Strategies DC (S2) have partnered to offer [REMOTES \(Resources for Economic Mobility & Opportunity Technical Support\)](#) to assist local governments in identifying and securing funding for EMO initiatives.

The signature activity of this partnership is **free, rapid technical assistance** for individual local governments with pre-identified EMO priorities and/or project ideas. This will include review of your background materials, two virtual meetings with your team, and receipt of a customized resource roadmap designed for your initiative(s) and geographic location.

- [U.S. local governments can apply for this opportunity through this online form](#) and will be selected on a rolling basis through calendar year 2025.
- Selection will be generally first come, first served, provided applications include adequate descriptions of priorities/projects and required commitment from key staff member(s).
- Applicants can expect to receive a response on their application within 10 business days.
- We expect to provide direct services to approximately 25 jurisdictions through this partnership.

If selected, your team will be invited to participate in a 1-hour project kick-off virtual meeting to learn more about the priorities you have identified and the resources you are seeking. The S2 team will ask you to send briefing documents in advance of the kick-off call, such as background information on your priorities, planning documents, etc. The S2 team will then prepare a draft resource roadmap and some recommendations on resources that will align with your priorities. You will have a final virtual meeting with the S2 team to go over your customized resource roadmap, and discuss questions and recommendations for your success in securing funding. Any final edits/updates to the roadmap will be made based on the meeting, and you will receive the final deliverable of the customized resource roadmap. The time commitment from your team will include two 1-hour virtual meetings, time to gather and share background documents, and time to review materials provided, for a total of 3-4 hours for each member of your team.

Questions about the program can be directed to emo@icma.org or our partners at Sustainable Strategies (Heather.liff@strategiesdc.com).

APPLICATION QUESTIONS (for reference only; [apply online here](#))

1) Local Government Information

Jurisdiction name, address

Demographic information:

- 2020 Census population
- 2020 Census median household income
- % of population in poverty
- % of population at or below 200% FPL, if known

Name, title, email and phone of primary contact

2) Please identify up to 3 specific Economic Mobility & Opportunity (EMO) initiatives that need funding. These can be projects related to housing, workforce development, transportation, early childhood, education, civic participation, etc. They can be existing initiatives you want to expand or new projects you hope to launch. For each project, provide a brief description including:

- Leading agency
- Goals
- Target beneficiaries
- Current status
- Implementation timeframe
- Key partners (if applicable)

Example 1

Anytown is creating a Digital Learning Lab for “opportunity youth” aged 16-24 who are not currently attending school or working in a job. We are working in partnership with TechNonprofit Anytown and YouthWise, two local organizations working with this population. We have a plan to convert the Old Mill in town to a Digital Learning Lab, and are seeking capital costs to do the renovation, purchase equipment and operating/programming support for the two lead nonprofit organizations.

Example 2

Anytown plans to open a Financial Counseling and Empowerment Center for low-income residents with free, one-on-one financial counseling. We will hold the counseling sessions in existing Anytown facilities that will require minor remodeling and furnishing to open. When fully operational, the program will include 2 full-time staff members and 10 part-time financial counselors.

3) Please describe the approximate expected cost of each EMO initiative, on an annual or total project basis. Include capital construction, equipment, personnel compensation and fringe, consulting costs, travel costs or other expenses.

Example 1

The renovation and equipping of the Old Mill facility is estimated to cost \$10m, and we have raised \$4m so far from state and local sources. We are seeking \$6m in remaining capital funds. The initial equipment costs to outfit the Lab will be \$150,000. The annual operating cost for the Digital Learning Lab will include 3 full-time staff members. The budget for the staff and operational costs for the center is \$300,000 annually. Anytown government will cover the cost of custodial and maintenance on the building for at least the first 5 years of operation. In total, we are seeking \$6,000,000 in capital resources and \$300,000 per year in operational resources (multi-year grants would be ideal for the latter).

Example 2

For the Financial Counseling and Empowerment Center, we are seeking one-time funding of \$50,000 in remodeling, furniture costs, branding and initial program materials costs. We are seeking ongoing annual operating costs of \$350,000 to cover staff salaries, part-time financial counselors, and promotion costs.

4) Please list the individual(s) who will participate in the REMOTES trainings and consulting, writing grants, and/or managing the initiative(s). Selected communities will be expected to attend two virtual meetings, approx. 1 hour each.

1. Name, title, department/organization, email address
2. Name, title, department/organization, email address
3. Name, title, department/organization, email address
4. Name, title, department/organization, email address

Example: Include Anytown staff members, plus representatives from TechNonprofit Anytown and YouthWise

5) Upload relevant attachments; these may include project descriptions, studies, grants, or other materials related to the initiative (optional)

Examples: Grant proposal(s) written for Anytown Community Foundation, State Department of Economic Development

6) Project or department URLs (optional)

Examples:

Anytown.gov

TechNonprofitAnytown.org

YouthWise.org