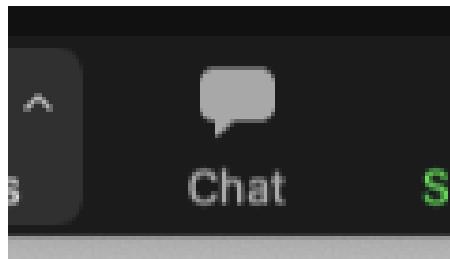




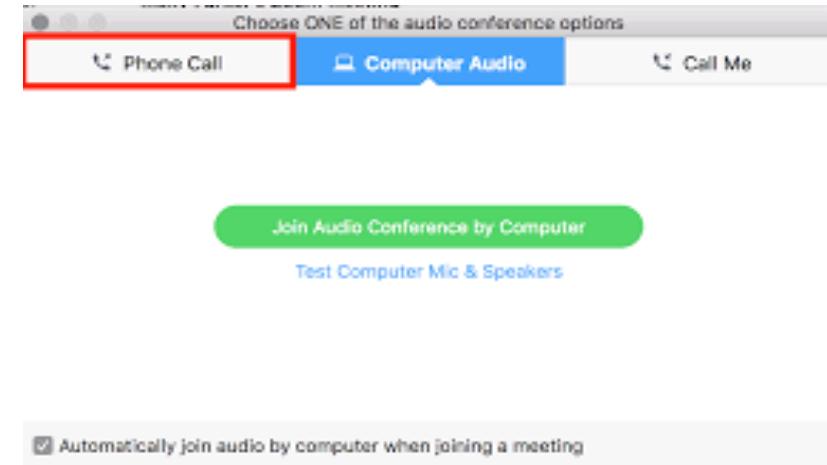
You will be muted  
upon entry



Using your phone will give  
you better audio quality



Submit your questions  
via the chat feature



This session will be  
recorded.



Golden LEAF  
FOUNDATION

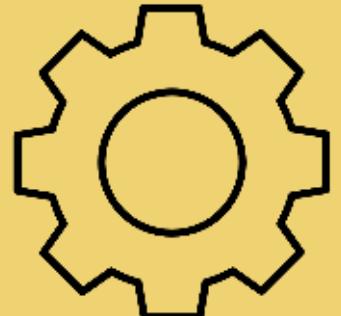
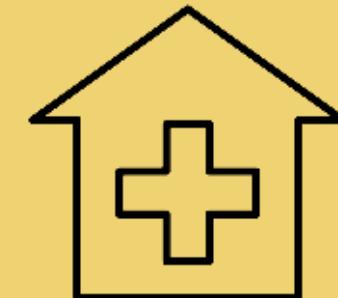
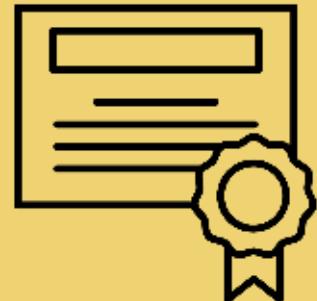


SITE Program

# About the Golden LEAF Foundation

Established in 1999 by the N.C. General Assembly to administer a portion of North Carolina's share of the Master Settlement Agreement with cigarette manufacturers.

Golden LEAF's mission is to increase economic opportunity in North Carolina's rural, economically distressed, and tobacco-dependent communities through leadership in grantmaking, collaboration, innovation, and stewardship as an independent and perpetual foundation.



# About the SITE Program

Golden LEAF recognizes that rural and economically distressed communities must have sites available for development to attract new businesses and create opportunities for existing businesses to expand.

Through the new SITE Program, Golden LEAF will provide support to communities to:

- ✓ Identify potential sites for economic development
- ✓ Enable completion of due diligence on sites already identified
- ✓ Extend public utilities to or conduct rough grading and clearing of sites for which due diligence has been completed.

Golden LEAF budgeted \$15 million for the program fiscal year 2022-23 to be awarded in two rounds: Fall 2022 and Spring 2023. Golden LEAF will reserve approximately \$7.5 million for award in Spring 2023.

# Timeline

**September 19 at Noon**  
Applications Due

**December 1**  
Awards made by  
Golden LEAF Board

**Spring 2023**  
Applications Due  
(Date to be announced)



**Staff review**

**Project implementation**

Golden LEAF anticipates that the SITE Program  
will continue in following fiscal years.



Golden LEAF intends for the SITE Program to leverage and complement other existing North Carolina site readiness and site development programs. This is not a certification program.

# SITE Program Phases



*Identification*



*Due Diligence*



*Development*

Organizations will be able to begin the process at any of the three phases, and a site may progress from identification through to development over time.

# Requirements

## ***For all SITE Program phases***

- ✓ Successful applicants will be able to show a plan for economic development and how an award from Golden LEAF will further the goals of that plan.
- ✓ Golden LEAF will prioritize grants for rural, economically distressed, and tobacco dependent communities.

## ***For Identification***

- ✓ Applicants must be a county government or be an eligible governmental entity or 501(c)(3) nonprofit and provide a letter of support from the county government. Golden LEAF anticipates that there will be only one application for the identification phase per county.

## ***For Due Diligence or Development***

- ✓ Public ownership or control of the site for which due diligence will be completed.
- ✓ 15% match commitment for certain counties.

# **Golden LEAF Foundation**

## Requirements for All Awards

- Eligible Applicant
  - ✓ 501(c)(3) nonprofit
  - ✓ Governmental entity
- Eligible Uses of Funds
  - ✓ Must be charitable – no impermissible private benefit
  - ✓ May not be used for purchase of land or buildings
  - ✓ May not be used for grant administration
- Projects are subject to due diligence by Golden LEAF staff, Board, and legal counsel as necessary.
- Golden LEAF Board of Directors makes final funding decisions.
- Funded projects are subject to all reporting requirements of Golden LEAF Foundation, the State Auditor, and Office of Budget and Management as applicable. Grantees must comply with all conditions and requirements in the grantee agreement.
- All correspondence/communications to and from Golden LEAF are subject to the North Carolina Public Records Law and may be disclosed to third parties.

# Public Ownership or Control

## ***Public control—***

- option, contract, or similar agreement that provides the right to purchase the site for a determined price
- recorded with the Register of Deeds
- term of at least five years beginning no earlier than six months prior to the Golden LEAF award

## ***Public ownership—***

- marketable fee simple title

## ***Can satisfy post-award—***

If an applicant has not acquired control or title to the property at the time of the application, it may do so after an award. In that case, the applicant must have reached an agreement to acquire control or ownership at the time of the application and provide evidence of that agreement to Golden LEAF with the application.

## ***Details—***

See Glossary/FAQs

# Which phase is right for my project?

Have you identified a site in your community to market for industrial development?

If not...



*Identification*

Have you completed all of the identified due diligence items?

If not...



*Due Diligence*

If so...



*Development*

# Process

Each SITE Program phase has a unique application form accessible from the website page for each phase. Information cannot be transferred from one application to another.

The application includes short answer questions and a portal to upload required attachments.

Guidelines for each phase are available to download to review prior to beginning the application.



[ACCESS THE APPLICATION PORTAL](#)

[RETURN TO A PREVIOUSLY STARTED APPLICATION](#)

[DOWNLOAD GUIDELINES AND LIST OF REQUIRED ATTACHMENTS](#)

# Required Attachments

Each phase has required attachments. A checklist of these attachments is included in the guidelines. Attachments have standard names included on the checklist and in the application portal—use them. For Due Diligence and Development Phases, the required Due Diligence Checklist has associated attachments.

Allow time to organize and upload attachments.

Golden LEAF SITE Program - Due Diligence <i>Guidelines</i>		
Required	Attachment Title	Description
	DD-10: Zoning map	A map, preferably digital (in a .shp file if available) of the zoning in your community including how much acreage is zoned for industrial development.
✓	DD-11: GIS topographical map	For the site that is the subject of this request, GIS topographic map of site.
✓	DD-12, DD-13, and/or DD-14	For the site that is the subject of this request, documents demonstrating public ownership or control. <ul style="list-style-type: none"><li>• DD-12: Deed</li><li>• DD-13: Sales contract, option agreement, or similar document</li><li>• DD-14: Term sheet or similar document</li></ul>

# Resources

Available resources will be updated periodically while the application window is open.

Sign up for email updates from a link on the contact staff page.

We will continue to update the FAQ and Glossary based on inquiries received.

[CONTACT STAFF](#)

[FAQ AND GLOSSARY](#)

[OVERVIEW OF RESOURCES](#)

# SITE Program



*Identification*



*Due Diligence*



*Development*

Be sure to check the website frequently for updates and subscribe for email  
updates here -- <https://www.goldenleaf.org/site/updates/>

# **Identification**

In this phase, a team of site development consultants will work with the community to learn more about the community's economic development opportunities and strategies.

Golden LEAF will pay the consultants (no funds will be awarded directly to the community).

Using information gathered from the community and other information about the community's infrastructure and assets, the consultants will conduct a GIS review of the community to identify potential sites for industrial development, and make recommendations regarding development strategies.

The process will involve communication between the consultants and the community to gather information to guide the identification of potential sites and to help narrow those sites for further consideration by the community.

# **Identification**

At the conclusion of the process, the consultants will conduct site visits with the community and provide recommendations regarding targeted development opportunities for the community, sites that merit further evaluation, the development potential of those sites, strengths and weaknesses of each, and the timeframe for potential development.



# SITE Program



*Identification*



*Due Diligence*



*Development*

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# Due Diligence

Golden LEAF SITE Program Due Diligence Checklist																													
<p>For each of the items listed below, indicate the service is previously completed or if funding is requested. If the item is previously completed, please provide a copy of the report, etc. with the application. If funding is requested, please indicate the budget for the activity. This document should be uploaded as an attachment as well.</p> <p>For more detail about each of these services, please see the <a href="#">due diligence overview</a> or <a href="#">glossary</a>.</p> <p>Golden LEAF will review reports and information submitted and determine if they are adequate. If Golden LEAF determines that the information is not adequate or is not responsive to these due diligence requirements, Golden LEAF may require supplemental information or may decide not to accept the report. Examples of reasons Golden LEAF may request supplemental information or may decide not to accept a report include, but are not limited to: report incomplete; report does not include all of the site under consideration; report was prepared for a party other than the applicant; report that does not meet the criteria in the glossary; report is old. If you have questions about whether a report is adequate, contact Golden LEAF.</p> <p>"Required for application in the SITE Program - Development phase" indicates which of the items included in this list are required to be completed for properties that plan to seek support in that phase.</p>																													
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## Golden LEAF SITE Program

### Due Diligence Checklist

For each of the items listed below, indicate the service is previously completed or if funding is requested. If the item is previously completed, please provide a copy of the report, etc. with the application. If funding is requested, please indicate the budget for the activity. This document should be uploaded as an attachment as well.

For more detail about each of these services, please see the [due diligence overview](#) or [glossary](#).

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"Required for application in the SITE Program - Development phase" indicates which of the items included in this list are required to be completed for properties that plan to seek support in that phase.



File Name	Eligible Services	Required for application in the SITE Program - Development phase	Previously Completed (Y/N)	Funds Requested (Y/N)	Budget
DV-19a	Phase I Environmental Site Assessment	Y	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19b	Phase II Environmental Site Assessment	Y (If indicated by Phase I assessment; Golden LEAF funding only for publicly owned sites)	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19c	Preliminary Wetlands and Stream Determination	Y (alternative: Detailed Wetland Delineation)	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19c	ALTERNATIVE: Detailed Wetland and Stream Delineation Budget	Y (alternative: Preliminary Determination)	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19d	Threatened and Endangered Species Report	Y	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>

## Golden LEAF SITE Program

### Due Diligence Checklist

File Name	Eligible Services	Required for application in the SITE Program - Development phase	Previously Completed (Y/N)	Funds Requested (Y/N)	Budget
DV-19e	Initial Historical, Archaeological and Cultural Resource Review	Y	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19f	Detailed Archaeological Study	Y (if required following review; Golden LEAF funding only for publicly owned sites)	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19g	Boundary Survey	N	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19h	Geotechnical Report	N	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19i	Buildable Area Summary Map	Y	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19j	Existing Utilities Capacity Analysis	Y	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19k	Water System Flow Analysis	Y	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>
DV-19l	Title Opinion	Y	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>

# **Due Diligence**

Grantees will use Golden LEAF funds to hire third-party professionals to complete eligible due diligence activities. Golden LEAF funds may not be used for grant administration or acquisition of real property. Awards are not expected to exceed \$50,000 in this phase.



Guidelines for each phase also include a list of required attachments.

#### Golden LEAF SITE Program - Due Diligence

##### *Guidelines*

Required	Attachment Title	Description
✓	Prior two years of financial statements	<i>For 501(c)(3) organizations only – To include PDF of the Balance Sheet, Statement of Financial Position, and Statement of Cash Flows, or a link to these documents if available online.</i>
✓	Project Budget Form	Download the document from the portal and follow guidelines.
	Community / County Partners	A list providing contact information for your partners in the communities by your project. Provide the roles and responsibilities for each.
✓	DD-2: Project and economic development staff list	List of staff who will be involved in the project, their length of service, brief job descriptions, and their roles in the implementation of the project. Include all economic development staff, including those that only provide part-time support for economic development.
✓	DD-3: Marketing documents	Applicant's marketing documents/website address.
✓	DD-4: Economic development budget	Applicant's annual economic development budget for the most recent fiscal year.
	DD-5: Economic development strategic plan	Economic development strategic plan.
	DD-6: Marketed sites	For each industrial site in the applicant's community that are marketed for development by economic development organizations (provide any that are available): <ul style="list-style-type: none"><li>• A spec sheet containing relevant data on the site (site size, utilities, etc.)</li><li>• A map indicating the location of the site</li><li>• An aerial or similar visual of the site</li></ul>

# SITE Program



*Identification*



*Due Diligence*



*Development*

Be sure to check the website frequently for updates and subscribe for email  
updates here -- <https://www.goldenleaf.org/site/updates/>

# **Development**

For sites that have completed the due diligence necessary to demonstrate that the site is suitable for development, Golden LEAF will award funding to begin development of the site.

## ***Golden LEAF funds can be used for***

- ✓ extension of public utilities (typically water and sewer) to sites
- ✓ rough grading and clearing and to stub access roads into the site (publicly owned sites only)
- ✓ remediation of environmental conditions to enable industrial development (publicly owned sites only)

Eligible expenses include limited due diligence, design and engineering, construction, and related costs. Golden LEAF funds may not be used for grant administration or acquisition of real property. The grantee will procure the contractors for the project.

# Development

## ***Golden LEAF funds may not be used for***

- Shell buildings or construction of building pads
- Construction of roads (beyond stubbed access road)
- Extension of public utilities within the site
- Grant administration
- Acquisition of real property

Sites must have completed the due diligence requirements established by Golden LEAF. If there are three or fewer elements of due diligence (see checklist) not yet completed, the applicant may request funding to complete those elements through the development phase.

The maximum award in this phase is \$1.5 million

# Development

The ***due diligence checklist*** includes an overview of each eligible service, whether its required, and information for the applicant to fill in regarding status of the work.

File Name	Eligible Services	Required*	Previously Completed (Y/N)	Funds Requested (Y/N)	Budget
DV-19a	Phase I Environmental Site Assessment	Y	I	I	\$ [REDACTED]
DV-19b	Phase II Environmental Site Assessment	Y (if indicated by Phase 1 assessment; Golden LEAF funding only for publicly owned sites)	I	I	\$ [REDACTED]
DV-19c	Preliminary Wetlands and Stream Determination	Y (alternative: Detailed Wetland Delineation)	I	I	\$ [REDACTED]

Guidelines for each phase also include a list of required attachments.

**Golden LEAF SITE Program - Development  
Guidelines**

<b>Required</b>	<b>Attachment Title</b>	<b>Description</b>
✓	Prior two years of financial statements	<i>For 501(c)(3) organizations only- To include PDF of the Balance Sheet, Statement of Financial Position, and Statement of Cash Flows, or a link to these documents if available online.</i>
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✓	DV-3: Marketing documents	Applicant's marketing documents/website address.
✓	DV-4: Economic development budget	Applicant's annual economic development budget for the most recent fiscal year.

# Final Thoughts

- September 19, 2022, noon, deadline
- Allow time to organize and upload attachments
- Competitive
- All communities eligible, but prioritizing rural, economically distressed, tobacco dependent
- Recurring
  - Next round awarded in December 2022
  - Approximately \$7.5 million will remain for June 2023 awards
  - Anticipate program will continue
- Evolving—please provide feedback and suggestions about substance and process
- Sign up on the Golden LEAF website to get emails with updates, etc. (see link in chat)

[www.goldenleaf.org/SITE](http://www.goldenleaf.org/SITE)

[SITE@GoldenLEAF.org](mailto:SITE@GoldenLEAF.org)

