



# Recompete Pilot Program

NOFO 1 Application Basics

## Questions about EDGE?

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Email  
[grantHDsupport@eda.gov](mailto:grantHDsupport@eda.gov)  
and [Recompete@eda.gov](mailto:Recompete@eda.gov)

Read through our EDGE  
Reference Guides:  
<https://sfgrants.eda.gov/s/resources/documents>

# Recompete Program Structure



U.S. ECONOMIC DEVELOPMENT ADMINISTRATION

# Program Structure – Two-Phase Competition

	Application options	Total awarded
<b>Phase 1</b>  <b>Jun 29</b> <b>– Oct 5</b> <b>at 11:59</b> <b>pm ET</b>	<p><b>(1) Strategy Development Grant Only</b> (each \$250-500K, up to \$750K rarely)</p> <p><b>(2) Recompete Plan Approval Only</b> (no \$, but invited to apply for Phase 2)</p> <p><b>(3) Both</b> (Strat. Dev. funding <b><i>and</i></b> invited to apply for Phase 2)</p>	<p><b>\$6-12M total</b> awarded in Strategy Development Grants and <b>20+ Recompete Plans</b> approved across all Phase 1 applicants</p>
<b>Phase 2</b>  Launch this winter	<p><b>Implementation investment</b> proposal consisting of <b>3-8 complementary projects per region</b> (total investment on average \$20-50M, per region)</p>	<p><b>4-8 regions</b> awarded (out of 20+ Finalists)</p>

All applicants receiving Strat. Dev. Grants and / or Recompete Plan approval in Phase 1 will also receive additional technical assistance from EDA, in the period between Phase 1 and the Phase 2 NOFO deadline.

# Program Structure – Phase 1 Application Options

Apply for (1) a Strategy Development Grant, (2) Recompete Plan Approval, or (3) both

## (1) Strategy Development Grant Only

“Our region has relevant ideas, leaders, and/or assets, but we need to do significantly more coordination and planning to be ready for Implementation funding. We do not wish to apply for Implementation funding under the upcoming Phase 2 NOFO.”

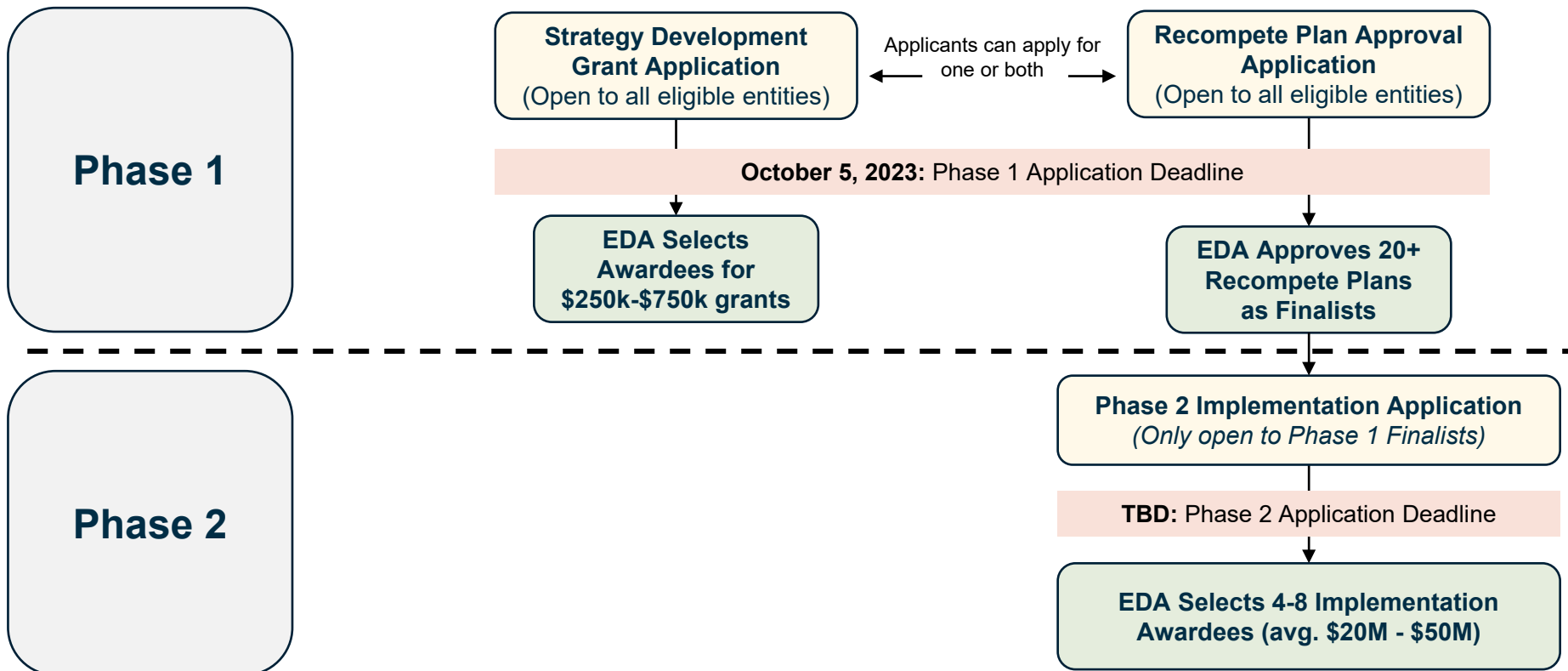
## (2) Recompete Plan Approval Only

“Our region is ready to apply for Implementation funding and does not need additional resources to put together a strong Phase 2 application.”

## (3) Both Strat. Dev. Grant & Recompete Plan Approval

“Our region has an understanding of how to address low prime age employment and is close to being ready to apply for Implementation funding. Additional resources would strengthen our coordination, planning, and Phase 2 application development.”

# Recompete Application Process



# Applying for Recompete



U.S. ECONOMIC DEVELOPMENT ADMINISTRATION

## Step 0 – Is this right for you?

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- Are you an eligible entity?** → Check the [list of eligible applicants](#)
- Are you located in or connected to an eligible area?** → Explore the [Mapping Tool](#) for geographic eligibility
- Which are you applying to—Strategy Development Grant, Recompete Plan approval, or both?** → Read through the [Notice of Funding Opportunity](#) to learn more about the program.

*Not sure? Email your local [Economic Development Representative](#) or the Recompete Program Office at [Recompete@eda.gov](mailto:Recompete@eda.gov)*



# Step 1 – Determine if you will apply as a coalition or as a single organization

## If coalition:

- Make sure all members are one of the eligible entities
- Determine which organization will serve as Lead Applicant

## If single organization:

- Your organization will serve as Lead Applicant

**Note:** *Coalition membership may change between Phase 1 and 2 – members added in EDGE **do not** need to be comprehensive at this stage.*

By statute, **eligible entities** for the Recompete program include:

1. a unit of local government;
2. the District of Columbia;
3. a territory of the United States;
4. a Tribal government;
5. political subdivision of a State or other entity, including a special-purpose entity engaged in economic development activities;
6. a public entity or nonprofit organization, acting in cooperation with the officials of a political subdivision of a State or other entity described in the previous bullet;
7. an economic development district; and
8. a **coalition** of any of the specified entities described above which serve or are contained within the same eligible area.

Applicants must be one of the above eligible entity types and be located within or serve an area indicated as eligible on the Mapping Tool (or provide data showing eligibility if the geography is not reflected in the Mapping Tool). Applicants should be able to represent and act on behalf of the eligible area.

## Step 2 – Register Lead Applicant in SAM.GOV (TODAY!)



Lead Applicants are required to: (i) be registered in SAM; (ii) provide a valid unique entity identifier (UEI) in the application (The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov); (iii) make certain certifications (see section H.5 of the NOFO); and (iv) continue to maintain an active SAM registration with current information at all times during which they have an active federal award, or an application or plan under consideration by a federal awarding agency.

**If your organization has not previously registered, please do this as soon as possible on <https://sam.gov/content/home>**

### Resources:

- Prepare to register in SAM.GOV by going through the Entity Registration [checklist](#)
- Need help? Head to the Federal Service [help desk](#). If your question isn't answered there, [create an incident](#) or use the [live chat function](#).

# Step 3 – Sign up for EDGE

## 1) Click “Log In” on the [Recompete Pilot Program EDGE homepage](#)

The screenshot shows the EDGE homepage layout. At the top is a grey banner for 'Application Assistance'. Below it is a white box with instructions to contact EDA.Gov. The main content area is divided into three columns. The left column has a header for 'FY 2023 Recompete Pilot Program - Phase 1' and a 'Program Description' section. The middle column has a 'Program Details' section with a 'Log In' button circled in red. The right column has an 'Important Dates' section with a calendar icon and the date '10/05/2023 - Applications Due', and a 'Resources' section with a 'Name' input field. A red dashed arrow starts from the 'Log In' button and points to the instruction text at the top of the page.

**Application Assistance**  
Please reach out to an EDA representative for assistance in filling out your application. Click on the following link for contact information: EDA.Gov

**FY 2023 Recompete Pilot Program - Phase 1**

**Program Description**  
Subject to the availability of funds, awards made under this NOFO will seek to alleviate persistent economic distress and support long-term comprehensive economic development and job creation, in places with a high prime-age (25 to 54 years) employment gap.

**Program Details**  
Current Program Status [Log In](#)

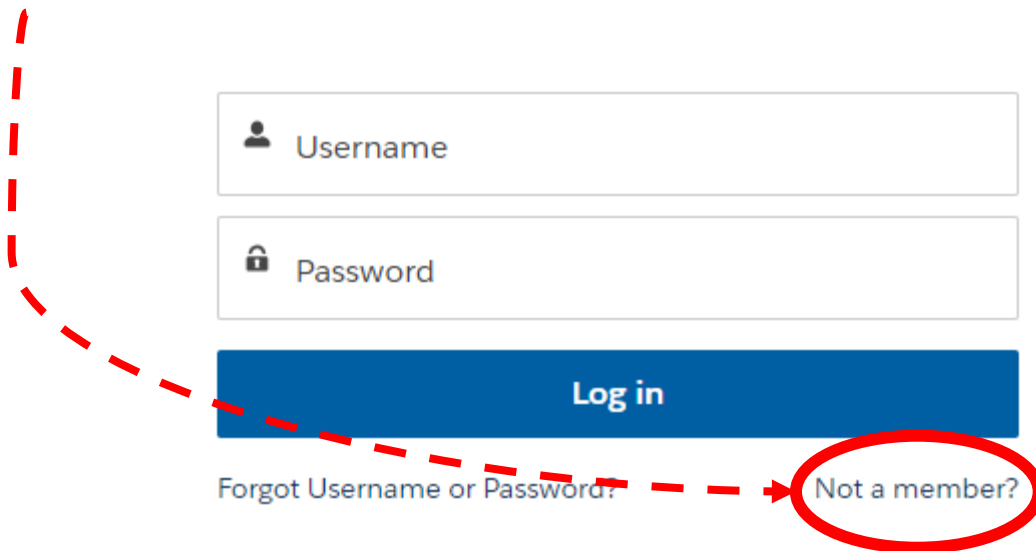
**Important Dates**  
📅 10/05/2023 - Applications Due

**Resources**  
Name \_\_\_\_\_

## Step 3 – Sign up for EDGE

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2) Click “Not a member?”



The image shows a login form with two input fields: "Username" and "Password". Below the fields is a blue "Log in" button. Underneath the button is the text "Forgot Username or Password?" followed by a link "Not a member?". A red dashed arrow starts from the "Not a member?" link, curves upwards and to the left, and then points back to the "Not a member?" link. The "Not a member?" link is also circled in red.

Username

Password

Log in

Forgot Username or Password? [Not a member?](#)

## Step 3 – Sign up for EDGE

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### 3) Fill in Contact information

*Note: Once you register, others in your organization will be able to join your organization as users.*

### Contact

* First Name	* Last Name
<input type="text"/>	<input type="text"/>
* Email	* Contact Phone
<input type="text"/>	<input type="text"/>
* Title	
<input type="text"/>	

## Step 3 – Sign up for EDGE

### 4) Fill in Organization information

#### If you are the Lead Applicant:

You need a UEI to sign up for EDGE. You will need a CAGE code if selected for an award, but do not need it to sign up for EDGE.

#### If you are NOT the Lead Applicant:

You do not need a UEI or CAGE code to sign up for EDGE.

### Organization

\* Are you registering only as a Member (not as a Lead) of a Consortium for Tech Hubs or of a Coalition for Recompete?  
 Yes  No

\* Organization Name

\* Street Name

\* City  \* State  \* Zip Code  \* Country

\* Organization Phone  \* UEI  CAGE Code

\* TIN

**UEI** = Unique Entity ID (need to register in SAM.gov for this)

**CAGE Code** = a five-character ID number used by the Federal Government to identify vendors. CAGE stands for “Commercial And Government Entity.” (need to register in SAM.gov for this)

**TIN** = Your organization’s Tax ID number (also known as EIN - Employer Identification Number)

# Step 4 – Log into EDGE

Now that you have an account, “Log In” on the [Recompete Pilot Program EDGE homepage](#)

## Application Assistance

Please reach out to an EDA representative for assistance in filling out your application. Click on the following link for contact information: [EDA.Gov](#)

## FY 2023 Recompete Pilot Program - Phase 1

### Program Description


Subject to the availability of funds, awards made under this NOFO will seek to alleviate persistent economic distress and support long-term comprehensive economic development and job creation, in places with a high prime-age (25 to 54 years) employment gap.

### Program Details

Current Program Status

[Log In](#)

### Important Dates

 10/05/2023 - Applications Due

### Resources

Name

## Step 4b – If you are a coalition, create an association



**Reminder:** Recompete applicants **do not** need to be a coalition to apply, however please see the NOFO for more information on partnerships.

*"Regardless of whether an application represents a coalition or single organization, EDA fully anticipates partnerships between applicants, businesses, institutions of higher education, labor unions and federations, non-profits and other regional organizations" -- NOFO, page 9*



## Step 4b – If you are a coalition, create an association

**Click “Add New Association”**



The screenshot displays the top navigation bar of the Recompete website, including links for Home, Funding Opportunities, My Funding Requests, My Projects, Support, and More. Below the navigation bar, the 'Associations' section is visible, featuring two buttons: 'Join Association' and 'Add New Association'. The 'Add New Association' button is circled in red, indicating the action to be taken.

# Step 4b – If you are a coalition, create an association

You **MUST** select “Coalition” for Recompete. DO NOT select Consortium.

## Add New Association

Choose your association type: Consortium for Tech Hub, Coalition for Recompete

\* What type of association? ⓘ

-- Clear --

Consortium

**Coalition**

Next

## Steps

- Add New Association
- Confirm Association Information

# Step 4b – If you are a coalition, create an association

## *Name your association*

### Add New Association

Choose your association type: Consortium for Tech Hub, Coalition for Recompete

\*What type of association? ⓘ

Coalition ▼

\*Association Name

My Test Recompete Coalition 234

Lead Organization

Leopold's Org

Next

#### Steps

- Add New Association
- Confirm Association Information

## Step 4b – If you are a coalition, create an association

**Click “Add Member Organization”**

### Association Information

Association Id  
A-000062

Name  
TEST COALITION

Type  
Coalition

Lead Organization  
Leopold's Org

Add Contact Role

Add Member Organization

## Step 4b – If you are a coalition, create an association

*Use the email they used to sign up for EDGE.*

The screenshot shows a web form titled "Add Organization to Association". The form includes a question: "\* Would you like to invite an association member?" with radio buttons for "Yes" (selected) and "No". Below this is a text prompt: "Please enter the contact email." followed by a text input field labeled "\* Email". A blue "Next" button is positioned at the bottom right of the form. On the right side of the form, there is a "Steps" sidebar with two items: "Add Organization to Association" (indicated by a blue circle) and "Confirmation" (indicated by a grey circle).

**Reminder:** Recompete applicants **do not** need to be a coalition to apply.

## Step 4b – If you are a coalition, create an association

***This screen will come up if they don't have an account in EDGE. Send them an invitation to apply for EDGE. Then add them to your consortium.***

Invite To Apply

The contact you entered does not exist. Click Next to send invitation email for the contact to apply to be an association member or click Previous to enter a different email address.

Previous Next

Steps

- ✓ Add Organization to Association
- Invite To Apply
- Confirmation

## Step 4b – If you are a coalition, create an association

*This screen should come up if they already signed up for EDGE.*

Organization Details

The following organization was found:

Organization Name

My TEST ORG 2.0

\* Is this the correct organization?

Yes  No

Previous Next

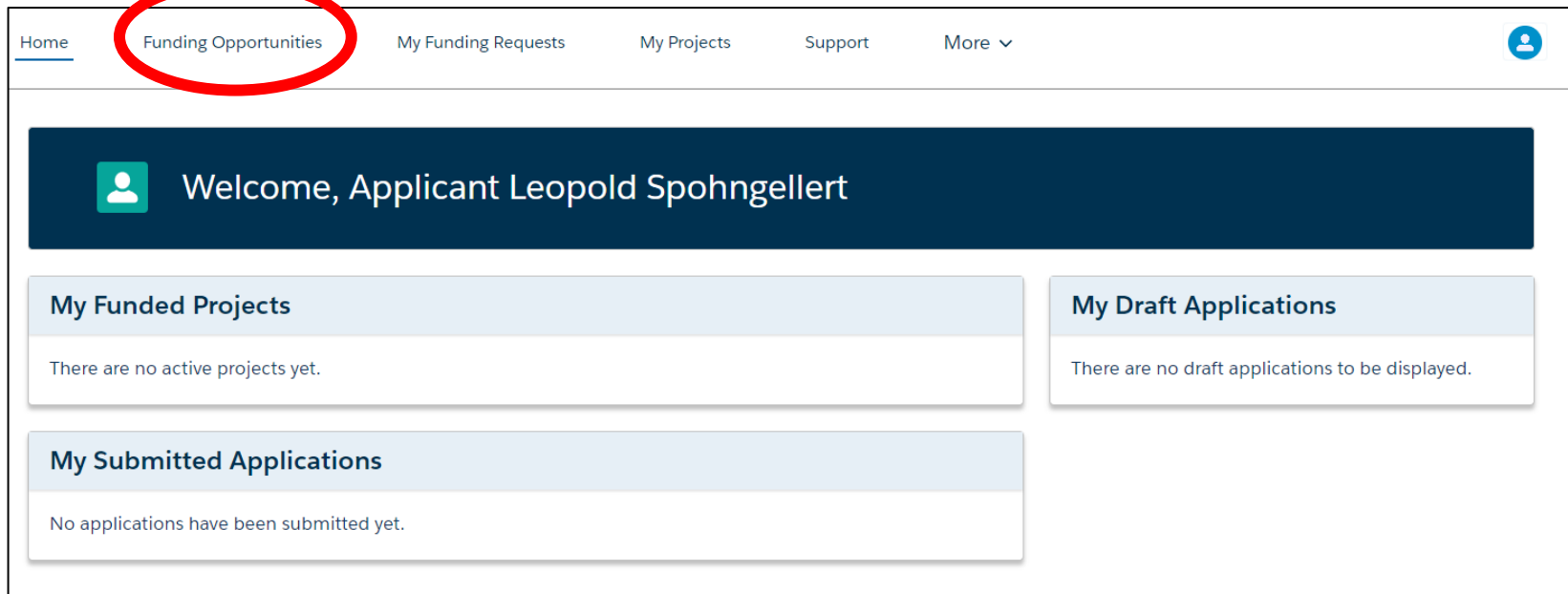
Steps

- ✓ Add Organization to Association
- Organization Details
- Confirmation

Need help troubleshooting? Email [grantHDsupport@eda.gov](mailto:grantHDsupport@eda.gov).

## Step 5 – Select Funding Opportunities

***Now that you have an EDGE account, you can start your application. Click “Funding Opportunities” to find the Recompete application.***



The screenshot displays the user interface of the EDGE account dashboard. At the top, a navigation bar contains the following links: Home, Funding Opportunities (circled in red), My Funding Requests, My Projects, Support, and More. A user profile icon is visible in the top right corner. Below the navigation bar, a dark blue banner displays a welcome message: "Welcome, Applicant Leopold Spohngellert". The main content area is divided into three sections: "My Funded Projects" (with the message "There are no active projects yet."), "My Draft Applications" (with the message "There are no draft applications to be displayed."), and "My Submitted Applications" (with the message "No applications have been submitted yet.>").



# Step 6 – Select “Recompete Pilot Program”

Accepting Applications

2023-RECOMPETE-PHASE1-EDA

FY 2023 Recompete Pilot Program

Phase 1

Applicants will seek to alleviate persistent economic distress and support long-term comprehensive economic development and job creation, in places with a high prime-age (25 to 54 years) employment gap.

[View](#)

# Step 7 – Select “Apply Now”

## Application Assistance

Please reach out to an EDA representative for assistance in filling out your application. Click on the following link for contact information: [EDA.Gov](https://www.eda.gov)

## FY 2023 Recompete Pilot Program Phase 1

### Program Description

Subject to the availability of funds, awards made under this NOFO will seek to alleviate persistent economic distress and support long-term comprehensive economic development and job creation, in places with a high prime-age (25 to 54 years) employment gap.

### Program Details

Current Program Status: [→ Apply Now](#)

### Important Dates

No dates are currently set for this program.

### Resources

This funding opportunity does not have any resources available.

# Step 8 – Select which application you are applying to

If you are applying for BOTH, you must start two applications.

### Select Competition

Please select a competition that you intend to apply for.

Competitions ▼

- Strategy Development - Recompete Pilot Program Phase 1
- Recompete Plan Approval - Recompete Pilot Program Phase 1

Next

## Step 9 – Indicate if you are applying as a coalition

**Reminder: If you are applying as a coalition, you must have already created a coalition in “My Associations” (See Step 4b)**

Applying as Coalition

\* Are you applying as a coalition?

Yes

No

Previous Next

# Step 10 – Enter a project title

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## Enter Project Details

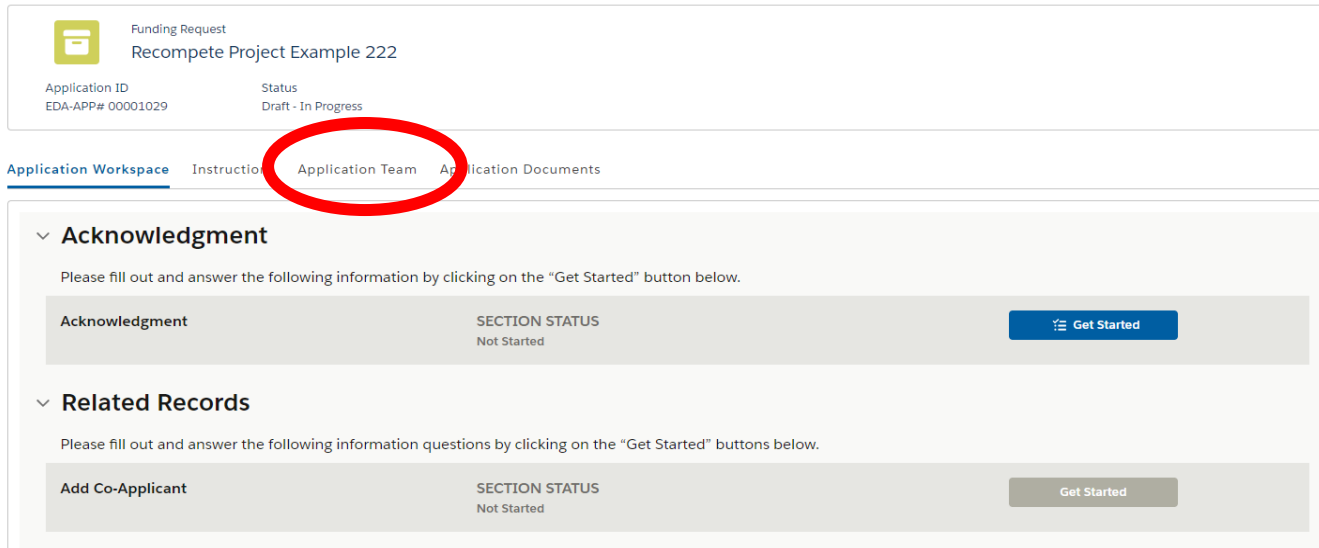
Enter a Project Title for your application

\* Project Title

Previous

Continue

# Step 11 – Add your application team



Funding Request  
Recompete Project Example 222

Application ID  
EDA-APP# 00001029

Status  
Draft - In Progress

[Application Workspace](#) [Instructions](#) [Application Team](#) [Application Documents](#)

▼ **Acknowledgment**

Please fill out and answer the following information by clicking on the "Get Started" button below.

Acknowledgment	SECTION STATUS Not Started	<a href="#">Get Started</a>
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▼ **Related Records**

Please fill out and answer the following information questions by clicking on the "Get Started" buttons below.

Add Co-Applicant	SECTION STATUS Not Started	<a href="#">Get Started</a>
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Your application team consists of anyone who needs access to the application in EDGE – this may differ from who is in your coalition, if you are applying as a coalition.

# Step 11 – Add your application team



Funding Request  
Recompete Project Example 222

Application ID  
EDA-APP# 00001029


Status  
Draft - In Progress

Application Workspace   Instructions   **Application Team**   Application Documents

### Application Team Members

Please use the Add Contact capability to add additional team members who need access to this Application. Only one Lead Applicant and only one Authorized Organizational Representative can be assigned to an application and will be populated into the SF-424 in the appropriate sections.

**Add Team Member**

Contact Name	Organization	Role	Status	
Applicant Leopold Spohngellert	Leopold's Org	Lead Applicant	Current	

## Step 11 – Add your application team

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**Note: We suggest you start by adding users from your Lead Organization. Then add users from your coalition organizations and/or from 3<sup>rd</sup> parties, if applicable.**



Application Team Member

\* Is the Team Member from your Organization?

Yes

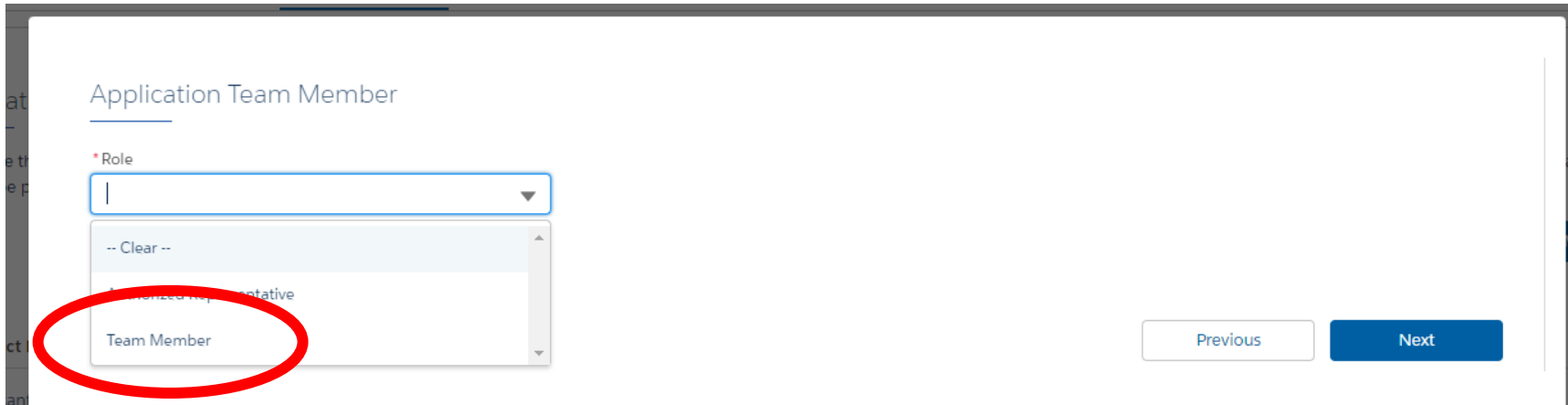
No

Next



# Step 11 – Add your application team

**Select Team Member. Please see later slides on Authorized Representative.**



The screenshot displays a web form titled "Application Team Member". A dropdown menu for the "Role" field is open, showing options: "-- Clear --", "Authorized Representative", and "Team Member". The "Team Member" option is highlighted with a red circle. To the right of the form are "Previous" and "Next" buttons.

## Step 11 – Add your application team

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***If they haven't registered for EDGE yet:*** Enter the email address, they will use to set up their EDGE account. This will send them an invite to join.

***If they have registered for EDGE:*** Enter the email address, they used to register.

Team Member Email

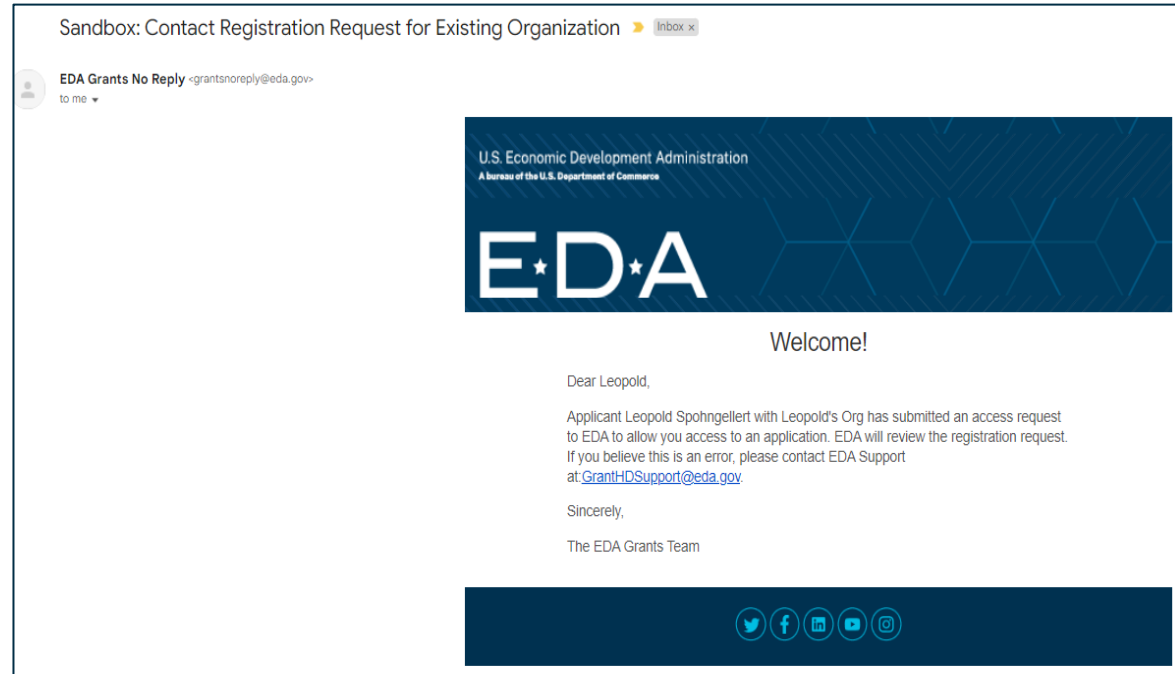
Please enter the team member email.

\* Email

[Previous](#) [Next](#)

# Step 11 – Add your application team

*EDA's team will quickly approve the request, then you will be able to access your organization's application.*



## Step 11b – Add Application Team – Outside Lead Org

**Note: If you are a coalition or if you have 3<sup>rd</sup> parties contributing to your application, make sure to select “no” here.**

Application Team Member

\* Is the Team Member from your Organization?

Yes

No

Next

## Step 11b – Add Application Team – Outside Lead Org

**Note: Do NOT add team members as “Co-Applicant” under any circumstance. Always select “3<sup>rd</sup> Party Consultant”**

Application Team Member

\* Role

|

-- Clear --

Co-Applicant

3rd Party Consultant

Previous

Next



## Step 11b – Add Application Team – Outside Lead Org

Enter your outside team member's Tax ID (also known as EIN – Employer Identification Number).

Application Team Member Lookup

\* Tax ID

Previous


Next

**Note:** If you are having trouble finding your team member, please email us at [GrantHDSupport@eda.gov](mailto:GrantHDSupport@eda.gov)

# Step 12 – Add your “Authorized Representative”

*Only one user can be the “Authorized Representative”.*

*Only the Authorized Representative can submit the application once complete.*

 Funding Request  
Recompete Project Example 222

Application ID: EDA-APP# 00001029      Status: Draft - In Progress

[Application Workspace](#) | [Instructions](#) | [Application Team](#) | [Application Documents](#)

▼ **Acknowledgment**

Please fill out and answer the following information by clicking on the “Get Started” button below.

Acknowledgment	SECTION STATUS Not Started	<a href="#">Get Started</a>
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▼ **Related Records**


Please fill out and answer the following information questions by clicking on the “Get Started” buttons below.

Add Co-Applicant	SECTION STATUS Not Started	<a href="#">Get Started</a>
------------------	-------------------------------	-----------------------------

# Step 12 – Add your “Authorized Representative”

***Only one user can be the “Authorized Representative”.***

***Only the Authorized Representative can submit the application once complete.***

 Funding Request  
Recompete Project Example 222


Application ID: EDA-APP# 00001029      Status: Draft - In Progress

Application Workspace    Instructions    **Application Team**    Application Documents

### Application Team Members

Please use the Add Contact capability to add additional team members who need access to this Application. Only one Lead Applicant and only one Authorized Organizational Representative can be assigned to an application and will be populated into the SF-424 in the appropriate sections.

**Add Team Member**

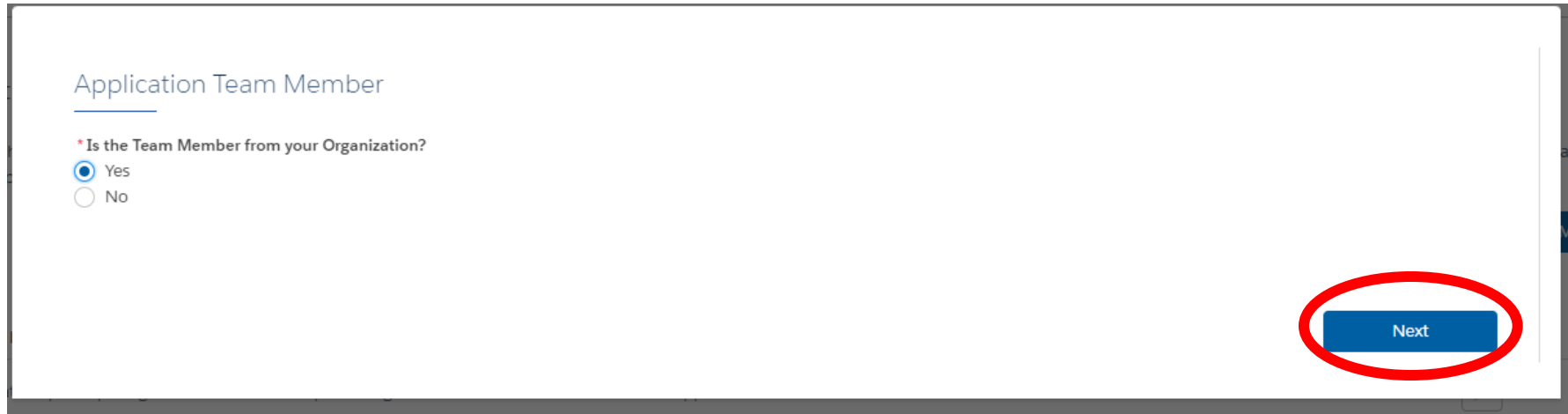
Contact Name	Organization	Role	Status	
Applicant Leopold Spohngellert	Leopold's Org	Lead Applicant	Current	



## Step 12 – Add your “Authorized Representative”

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*The Authorized Representative should be from the Lead Organization.*



Application Team Member

\* Is the Team Member from your Organization?

Yes

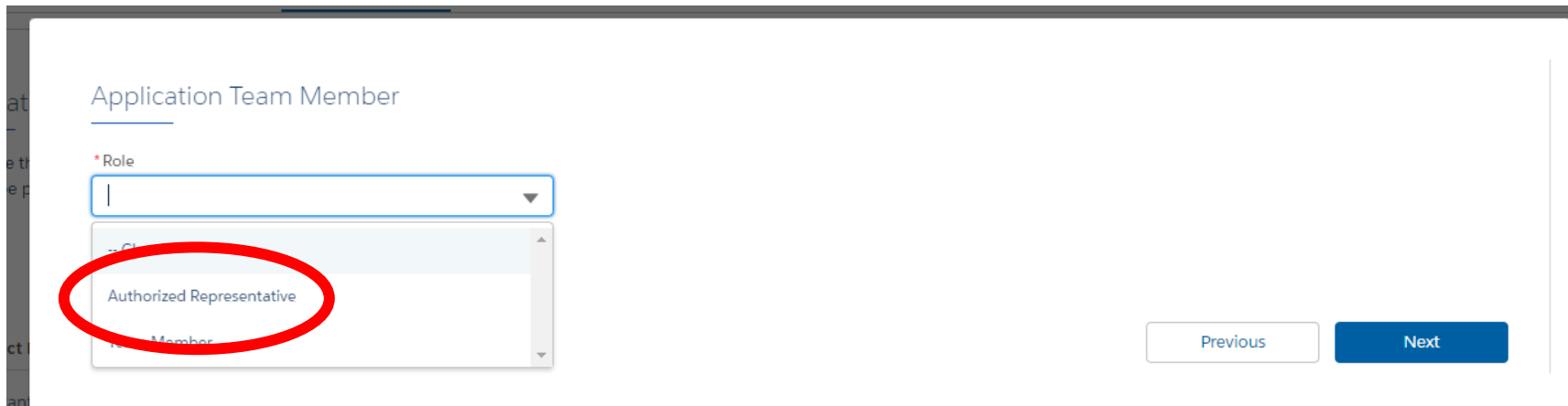
No

Next

## Step 12 – Add your “Authorized Representative”

*Only one user can be the “Authorized Representative”.*

*Only the Authorized Representative can submit the application once complete.*



The screenshot displays a web form titled "Application Team Member". A dropdown menu for "Role" is open, showing a list of options. The option "Authorized Representative" is highlighted with a red oval. To the right of the form are two buttons: "Previous" and "Next".

## Step 12 – Add your “Authorized Representative”

***If you are adding yourself as Authorized Representative, you will need to complete this step for yourself (even if you already created an account and started the application). Please enter the same email you use for your EDGE account.***

Team Member Email

Please enter the team member email.

\* Email

Previous Next



# Step 12 – Add your “Authorized Representative”

***Once complete please check to see an “Authorized Representative” on your Application Team Members tab.***

## Application Team Members

Please use the Add Contact capability to add additional team members who need access to this Application. Only one Lead Applicant and only one Authorized Organizational Representative can be assigned to an application and will be populated into the SF-424 in the appropriate sections.

Add Team Member

Contact Name	Organization	Role	Status	
Applicant Leopold Spohngellert	Leopold's Org	Authorized Representative	Current	
Applicant Leopold Spohngellert	Leopold's Org	Lead Applicant	Current	

# Step 13 – Start your application!

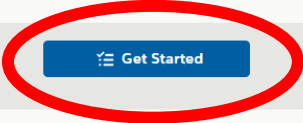
[Application Workspace](#) [Instructions](#) [Application Team](#) [Application Documents](#)

## ✓ Acknowledgment

Please fill out and answer the following information by clicking on the “Get Started” button below.

Acknowledgment

SECTION STATUS  
Not Started

Get Started

## ✓ Related Records

Please fill out and answer the following information questions by clicking on the “Get Started” buttons below.

Add Co-Applicant

SECTION STATUS  
Not Started

Get Started

# Strategy Development – Application Checklist

## REQUIRED FOR ALL APPLICANTS

- SF 424: Application for Federal Assistance
- Letters of Support
- Project Narrative
  - [Optional template: Eligible Geography and Service Area](#)
- SF-424A: Budget Information – Non-Construction Programs
- [Budget Narrative \("Strategy Development Budget Narrative"\)](#)
- CD-511: Certification Regarding Lobbying

[Download the application checklist → CLICK HERE](#)

[Download application documents → CLICK HERE](#)

## REQUIRED FOR SOME APPLICANTS

- SF-LLL: Disclosure of Lobbying Activities
- Indirect Cost Rate Documentation
- SPOC Documentation
- Organizational Status Documentation: Articles of Incorporation, Bylaws, and Certificate of Good Standing
- (For Non-Profits or Public Entity): Documentation of cooperation with a political subdivision of a state (i.e., letter of commitment)

# Recompete Plan – Application Checklist

## **REQUIRED FOR ALL APPLICANTS**

- Letters of Support
- Project Narrative (“Recompete Plan”)
  - [Optional template: Eligible Geography and Service Area](#)
  - [Optional template: Eligible Entity Type](#)
- [Budget Narrative](#) (“High-Level Recompete Plan Budget Narrative”)
- CD-511: Certification Regarding Lobbying

[Download the application checklist → CLICK HERE](#)

[Download application documents → CLICK HERE](#)

## **REQUIRED FOR SOME APPLICANTS**

- SF-LLL: Disclosure of Lobbying Activities
- Organizational Status Documentation: Articles of Incorporation, Bylaws, and Certificate of Good Standing
- (For Non-Profits or Public Entity): Documentation of cooperation with a political subdivision of a state (e.g., letter of commitment)

# Letters of Support – Required for Both

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## NOFO page 9:

- "EDA expects letters of support from regional organizations necessary for success—specifically, targeted employers, labor unions, education and training systems, philanthropy, and nonprofit organizations that can support wraparound services e.g., child/long-term care, onsite health services, transportation assistance) and other needs.
- **EDA considers quality of letters more than sheer volume:** An exhaustive list of all relevant organizations is not necessary to win a Strategy Development Grant or receive approval of a Recompete Plan. The primary focus in Phase 1 is for applicants to demonstrate they understand local needs and assets and have a clear sense of the relevant stakeholders necessary for success.
- **If the applicant is a coalition: There should also be one letter from the coalition lead member that lays out that member's role."**

Please see the full NOFO for more guidance on Letters of Support.



# Submit your Letters of Support in EDGE here

**Note: Make sure to select the “Required Documents” tab.**

## Documents & Files

Required Documents

Supplemental Documents

### Budget Narrative

Identifies and justifies how funds in each line item of the budget (Form SF-424A) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item, and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A.

STATUS: NOT UPLOADED

Upload File

### CD-511 Form

Certification Regarding Lobbying from each co-applicant, as applicable.

STATUS: NOT UPLOADED

Upload File

### Letters of Support

Letters, affidavits, or other documentation from external sources or partner entities that demonstrate support or partnership in relation to this project.

STATUS: NOT UPLOADED

Upload File

# Project Narrative – Required, Strategy Development Only

- Not to exceed **five** 8.5x11-inch pages, with a minimum 12-point font and 1-inch margins.
- Discusses in detail all requirements outlined in pages 6-11 (sections A.1.c. and A.1.d.) of the [NOFO](#)
- Addresses all the evaluation factors listed on page 25 of the [NOFO](#) (section E.1.a.). — — — — — →
- Identifies the relevant eligible geographic area through a screenshot from the Mapping Tool (or by providing data showing eligibility if the geography is not reflected in the Mapping Tool) and the proposed service area; An Eligible/Service Area List Template is provided at [https://www.eda.gov/sites/default/files/2023-06/Recompete\\_Eligible-Service\\_Area\\_List\\_Template\\_vF.xlsx](https://www.eda.gov/sites/default/files/2023-06/Recompete_Eligible-Service_Area_List_Template_vF.xlsx).
- Identifies the uses to which the applicant will put the funds if awarded.

## Evaluation criteria:

1. Regional conditions assessment and preliminary idea of the assets and potential interventions needed (15 points);
2. Potential of proposed Strategy Development activities (15 points);
3. Organizational and leadership capacity (15 points); and
4. Efficient and appropriate project budget (15 points)

# Project Narrative – Required, Recompete Plan Only

- Not to exceed **eight** (8) 8.5x11-inch pages, with a minimum 12-point font and 1-inch margins.
- Addresses the six key Recompete Plan elements described on pages 11 – 13 of NOFO (section A.1.e).
- Identifies the relevant eligible geographic area through a screenshot from the Mapping Tool (or by providing data showing eligibility if the geography is not reflected in the Mapping Tool) and the proposed service area; An Eligible/Service Area List Template is provided at [https://www.eda.gov/sites/default/files/2023-06/Recompete\\_Eligible-Service\\_Area\\_List\\_Template\\_vF.xlsx](https://www.eda.gov/sites/default/files/2023-06/Recompete_Eligible-Service_Area_List_Template_vF.xlsx).

## Evaluation criteria:

1. Understanding of regional conditions and needs (15 points);
2. Strength of strategy and quality of potential investments (15 points);
3. Equity, inclusivity, and diversity (15 points);
4. Regional assets (9 points);
5. Targeted geographic approach (9 points); and
6. Partnerships and potential commitments (9 points)

# Submit your Project Narrative in EDGE here

**Note: Make sure to select the “Required Documents” tab.**

Documents & Files

[Required Documents](#) [Optional Documents](#)

**Budget Narrative**

Identifies and justifies how funds in each line item of the budget (Form SF-424A) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item, and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A.

STATUS: NOT UPLOADED [Upload File](#)

**CD-511 Form**

Certification Regarding Lobbying from each co-applicant, as applicable.

STATUS: NOT UPLOADED [Upload File](#)

**Letters of Support**

Letters, Memos of Understanding (MOU) or other documentation from external sources or partner entities that demonstrate support or partnership in relation to this project.

STATUS: NOT UPLOADED [Upload File](#)

**Project Narrative**

Please see the Notice of Funding Opportunity for specific guidance on the content of your Project Narrative.

STATUS: NOT UPLOADED [Upload File](#)

# Eligible Area / Service Area Template – Highly recommended for Both

## Eligible/Service Area List Template:

[https://www.eda.gov/sites/default/files/2023-06/Recompete\\_Eligible-Service\\_Area\\_List\\_Template\\_vF.xlsx](https://www.eda.gov/sites/default/files/2023-06/Recompete_Eligible-Service_Area_List_Template_vF.xlsx).

**Eligible Area:** The Local Labor Market or Local Community being served by an applicant.

**Service Area:** The particular area(s) that an applicant chooses to focus their proposed interventions on. These area(s) will directly benefit from the Recompete Pilot Program, if the applicant is awarded. Note that an applicant's service area must be located within an eligible area. The service area may cover all or a subset of the relevant eligible area.

Please see EDA's Recompete [Eligible Areas FAQs](#) for more information on this topic.

**Instructions:** Using the Recompete Eligibility Mapping Tool (Mapping Tool), applicants should identify the Eligible Area(s) they are focused on.

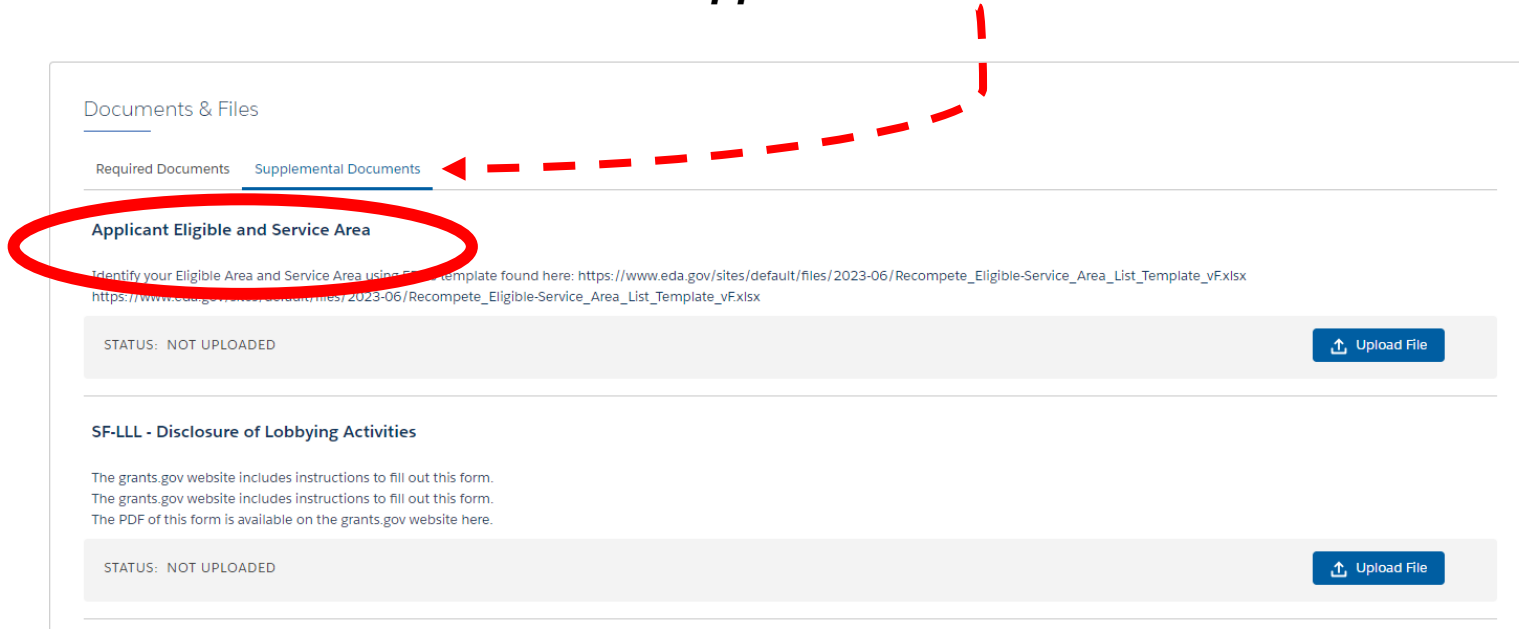
The Mapping Tool can be found here: <https://disgeoportal.ags.aarl.gov/Recompete/>. Alternatively, the blue tabs in this spreadsheet "All Eligible Areas" and "Tracts in Partially Eligible Areas" include a comprehensive list of all Eligible Areas, exported from the Mapping Tool.

Lead Applicant Name:		
Application ID ("EDA-APP# ..." from EDGE):		
Type: Tribal or Pacific, Local Labor Market, Local Community, Census Tract (within a Partially Eligible Local Community), Other Local Community	Eligible Area: Use the "Name" line of the Pop-up Box in the Mapping Tool or the first column in the blue tabs EXAMPLE: Liberty County	State EXAMPLE: TX

EDA Disclaimer | Instructions | 1. Eligible Area List | 2. Service Area List | Map Export >> | All Eligible Areas | Tracts in Partially Eligible

# Submit your Eligible Area / Service Area template in EDGE here

**Note: Make sure to select the “Supplemental Documents” tab.**



Documents & Files

Required Documents **Supplemental Documents**

**Applicant Eligible and Service Area**

Identify your Eligible Area and Service Area using the template found here: [https://www.eda.gov/sites/default/files/2023-06/Recompete\\_Eligible-Service\\_Area\\_List\\_Template\\_vFXlsx](https://www.eda.gov/sites/default/files/2023-06/Recompete_Eligible-Service_Area_List_Template_vFXlsx)  
[https://www.eda.gov/sites/default/files/2023-06/Recompete\\_Eligible-Service\\_Area\\_List\\_Template\\_vFXlsx](https://www.eda.gov/sites/default/files/2023-06/Recompete_Eligible-Service_Area_List_Template_vFXlsx)

STATUS: NOT UPLOADED Upload File

**SF-LLL - Disclosure of Lobbying Activities**

The grants.gov website includes instructions to fill out this form.  
The grants.gov website includes instructions to fill out this form.  
The PDF of this form is available on the grants.gov website here.

STATUS: NOT UPLOADED Upload File

# Budget Narrative – Required for Both

## Strategy Development Grant:

- Clearly identifies and justifies how funds in each line item of the budget (Form SF-424A) will be used to support the proposed project. ‘
- The Budget Narrative should specifically address each budget line item, and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A.
- A template budget narrative is provided at [https://www.eda.gov/sites/default/files/2023-06/Recompete\\_Strategy\\_Development\\_Budget\\_Narrative\\_vF.xlsx](https://www.eda.gov/sites/default/files/2023-06/Recompete_Strategy_Development_Budget_Narrative_vF.xlsx)

## Recompete Plan:

- Clearly identifies its 3-8 proposed projects and high-level budget estimates for each project.
- A template budget narrative is provided at [https://www.eda.gov/sites/default/files/2023-06/HighLevel\\_Recompete\\_Plan\\_Budget\\_Narrative\\_vF.xlsx](https://www.eda.gov/sites/default/files/2023-06/HighLevel_Recompete_Plan_Budget_Narrative_vF.xlsx).
- The Budget Narrative helps provide some of the information required in element #2 in section A.1.e. of the NOFO (strength of strategy and quality of investments) and does not count toward the 8-page limit for the Recompete Plan.

## Reminders:

- Match is not required
- Strategy Development Budget Narrative must match SF424 and SF424a

# Submit your Budget Narrative in EDGE here

**Note: Make sure to select the “Required Documents” tab.**

Documents & Files

Required Documents ← Supplemental Documents

**Budget Narrative**

Identifies and justifies how funds in each item of the budget (Form SF-424A) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item, and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A.

STATUS: NOT UPLOADED [Upload File](#)

**CD-511 Form**

Certification Regarding Lobbying from each co-applicant, as applicable.

STATUS: NOT UPLOADED [Upload File](#)

**Letters of Support**

Letters, Memos of Understanding (MOU) or other documentation from external sources or partner entities that demonstrate support or partnership in relation to this project.

STATUS: NOT UPLOADED [Upload File](#)



# Federal Forms – Required for Both

## CD-511 Lobbying Certification

Certifies that applicant  
will comply with lobbying  
requirements.

FORM <b>CD-511</b> (REV 1-05)	CERTIFICATION REGARDING LOBBYING	U.S. DEPARTMENT OF COMMERCE
<p>Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, 'New Restrictions on Lobbying.' The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.</p>		
<p><b>LOBBYING</b></p> <p>As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:</p> <p>(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any</p>	<p><b>Statement for Loan Guarantees and Loan Insurance</b></p> <p>The undersigned states, to the best of his or her knowledge and belief, that:</p> <p>In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.</p>	

# Submit your CD-511 in EDGE here

**Note: Make sure to select the “Required Documents” tab.**

Documents & Files

[Required Documents](#) [Supplemental Documents](#)

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**Budget Narrative**

Identifies and justifies how funds in each line item of the budget (Form SF-424A) will be used to support the proposed project. The Budget Narrative should specifically address each budget line item, and the narrative total should match the total project costs listed in both the SF-424 question 18, line g, and SF-424A.

STATUS: NOT UPLOADED [Upload File](#)

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**CD-511 Form**

Collects information from each co-applicant, as applicable.

STATUS: NOT UPLOADED [Upload File](#)

# Federal Forms – Required, Strategy Development Only

## SF-424 Organization Information

Form used in all federal grant applications. Used as a “cover sheet” for submission of applications.

<a href="#">View Burden Statement</a>		OMB Number: 4040-0004 Expiration Date: 11/30/2025
<b>Application for Federal Assistance SF-424</b>		
<b>* 1. Type of Submission:</b>	<b>* 2. Type of Application:</b>	* If Revision, select appropriate letter(s):
<input type="checkbox"/> Preapplication	<input type="checkbox"/> New	<input type="text"/>
<input type="checkbox"/> Application	<input type="checkbox"/> Continuation	* Other (Specify):
<input type="checkbox"/> Changed/Corrected Application	<input type="checkbox"/> Revision	<input type="text"/>
* 3. Date Received:	4. Applicant Identifier:	
<input type="text"/>	<input type="text"/>	
5a. Federal Entity Identifier:	5b. Federal Award Identifier:	
<input type="text"/>	<input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State:	7. State Application Identifier:	
<input type="text"/>	<input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name:		
<input type="text"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. UEI:	
<input type="text"/>	<input type="text"/>	
<b>d. Address:</b>		
* Street1:	<input type="text"/>	
Street2:	<input type="text"/>	
* City:	<input type="text"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text"/>	
Province:	<input type="text"/>	

# Federal Forms – Required, Strategy Development Only

## SF-424A Budget Information

Form used to budget and request grant funds for non-construction programs.

View Burden Statement		BUDGET INFORMATION - Non-Construction Programs					OMB Number: 4040-0006
		SECTION A - BUDGET SUMMARY					Expiration Date: 02/28/2025
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)	
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)		
1.		\$	\$	\$	\$		
2.							
3.							

EDA anticipates approximately \$6,000,000 to \$12,000,000 in total being awarded in Phase 1 as Strategy Development Grants of between **\$250,000 and \$500,000 each**, and up to \$750,000 only in rare circumstances.

### Reminders:

- Information here must match your budget narrative and SF 424
- There is no match requirement for this program.

# Submit your SF-424 and SF-424A in EDGE here

[Application Workspace](#) [Instructions](#) [Application Team](#) [Application Documents](#)

▼ **Acknowledgment**

Please fill out and answer the following information by clicking on the "Get Started" button below.

<b>Acknowledgment</b>	<b>SECTION STATUS</b> Completed	<a href="#">Completed</a>
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▼ **Related Records**

Please fill out and answer the following information questions by clicking on the "Get Started" buttons below.

<b>Add Co-Applicant</b>	<b>SECTION STATUS</b> Not Started	<a href="#">Get Started</a>
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▼ **Forms**

The following list of application forms is required to fill out for your application. Please select a form to fill out from the list by clicking on the "Get Started" button. The system will track your progress filling out the form through completion. At the end you will have the ability to generate the official OMB version of the document in .pdf format. Some forms in the application will not be unlocked until a dependent form is completed.

<b>SF-424</b> General Application for Federal Assistance The PDF of this form is available on the grants.gov website here. The grants.gov website includes instructions to fill out this form.	<b>SECTION STATUS</b> Not Started	<a href="#">Get Started</a>
<b>SF-424A</b> Financial Information for Federal Assistance The PDF of this form is available on the grants.gov website here. The grants.gov website includes instructions to fill out this form.	<b>SECTION STATUS</b> Not Started	<a href="#">Get Started</a>

# Federal Forms – Only if applicable for Both

## SF-LLL Lobbying Disclosure (if applicable)

Used by applicants to  
disclose lobbying  
activities.

DISCLOSURE OF LOBBYING ACTIVITIES		
Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352		Approved by OMB 4040-0013
<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year <input type="text"/> quarter <input type="text"/> date of last report <input type="text"/>
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee   Tier if known: <input type="text"/>		
* Name <input type="text"/>		
* Street 1 <input type="text"/> Street 2 <input type="text"/>		
* City <input type="text"/> State <input type="text"/> Zip <input type="text"/>		
Congressional District, if known: <input type="text"/>		

# Submit your SF-LLL in EDGE here

**Note: Make sure to select the “Supplemental Documents” tab.**

Documents & Files

Required Documents Supplemental Documents

**SF-LLL - Disclosure of Lobbying Activities**

The grants.gov website includes instructions to fill out this form.  
The grants.gov website includes instructions to fill out this form.  
The PDF of this form is available on the grants.gov website here.

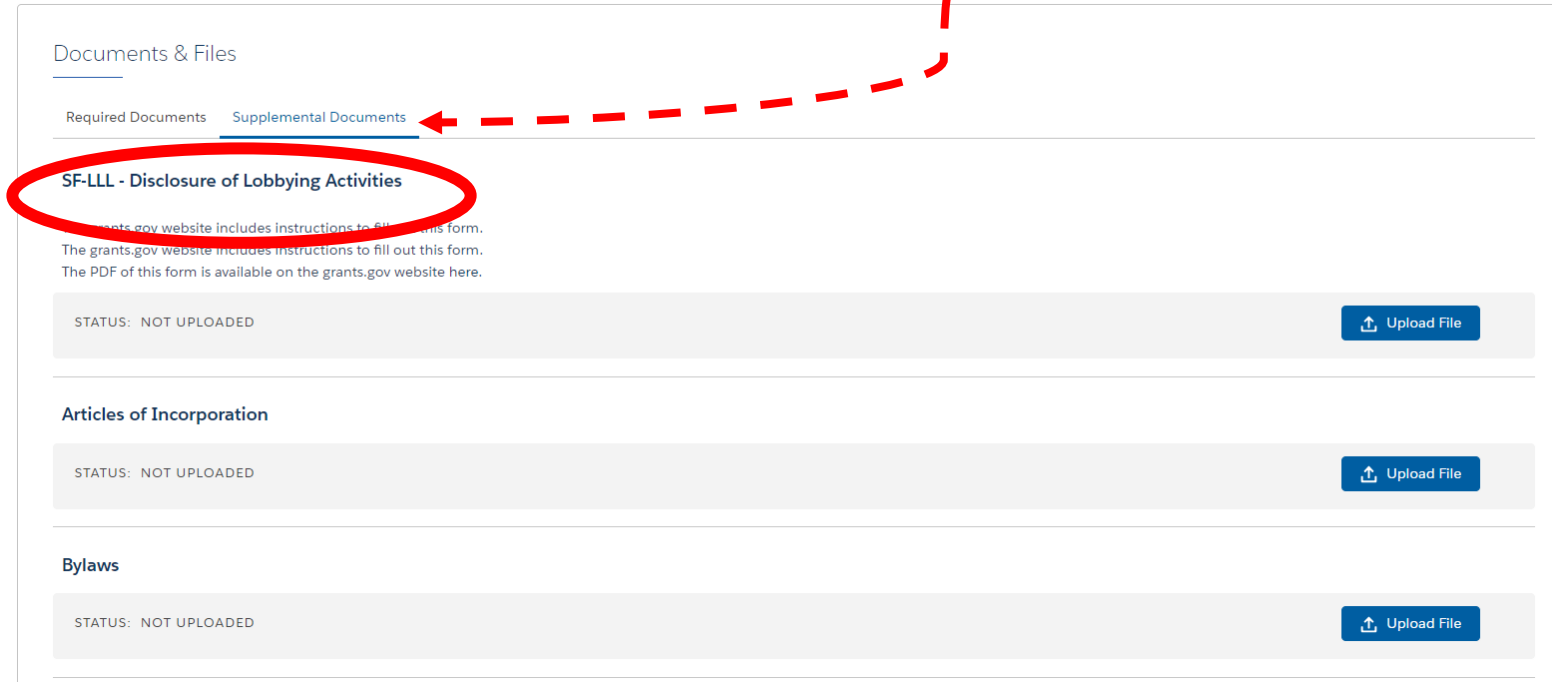
STATUS: NOT UPLOADED [Upload File](#)

Articles of Incorporation

STATUS: NOT UPLOADED [Upload File](#)

Bylaws

STATUS: NOT UPLOADED [Upload File](#)



# Eligible Entity Type – Highly Recommended; Optional for Both

Template available here:  
[https://www.eda.gov/sites/default/files/2023-07/Recompete\\_Eligible\\_Entity\\_Type.xlsx](https://www.eda.gov/sites/default/files/2023-07/Recompete_Eligible_Entity_Type.xlsx)

Used by applicants to self-identify eligible entity type. This will support EDA in confirming eligibility during our review period.

AutoSave On Recompete\_Eligible\_Entity\_Type (1) • Last Modified: Just now

File Home Insert Page Layout Formulas Data Review View Help Acrobat

Paste Cut Copy Format Painter Clipboard Font Alignment Number

Calibri 11 A A Wrap Text Merge & Center

C13

	A	B	C	D
1				
2		INSTRUCTIONS: Please fill out all yellow boxes below to indicate which of the eligible entities your organization represents.		
3				
4				
5		Lead Applicant Name:		
6		Application ID ("EDA-APP# ..." from EDGE):		
7		Organization Type:		
8				
9				
10				



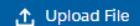
# Submit your Organizational Status documents in EDGE here

**Note: Make sure to select the “Supplemental Documents” tab.**

Other (1)

Additional documentation that is required to complete your application and is not a current option for upload or completion in EDGE.

STATUS: NOT UPLOADED

 Upload File

# Organizational Status – Only if applicable for Both

## Organizational status documentation (if applicable)

Depending on the type of organization, an applicant may need to provide documentation that supports its organizational status as an eligible entity

Please see EDA's [Eligible Applicants FAQ](#) on this topic to see if this applies to you. If so, you may choose to include:

- Articles of Incorporation
- Bylaws
- Certificate of Good Standing
- Equivalent documentation

# Submit your Organizational Status documents in EDGE here

**Note: Make sure to select the “Supplemental Documents” tab.**

Required Documents Supplemental Documents ←

**SF-LLL - Disclosure of Lobbying Activities**

The grants.gov website includes instructions to fill out this form.  
The grants.gov website includes instructions to fill out this form.  
The PDF of this form is available on the grants.gov website here.

STATUS: NOT UPLOADED [Upload File](#)

**Articles of Incorporation**

STATUS: NOT UPLOADED [Upload File](#)

**Bylaws**

STATUS: NOT UPLOADED [Upload File](#)

**Certificate of Good Standing**

STATUS: NOT UPLOADED [Upload File](#)

# Additional Documents – Only if applicable, Strategy Development Only

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## Indirect Cost Rate (NICRA)

- Please see NOFO page 22 for if this applies

## State Point of Contact (SPOC)

- Please see NOFO page 23 for if this applies to you

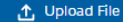
# Submit your Organizational Status documents in EDGE here

**Note: Make sure to select the “Supplemental Documents” tab.**

## Indirect Cost Rate Agreement document

If indirect costs are included in the budget, the applicant must include documentation to support the indirect cost rate it is using.

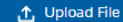
STATUS: NOT UPLOADED

 Upload File

## Other (1)

Additional documentation that is required to complete your application and is not a current option for upload or completion in EDGE.

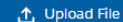
STATUS: NOT UPLOADED

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## SPOC (State-Single-Point-of-Contact)

In accordance with Executive Order 12372, documentation (e.g., a State executive order, a letter from the SPOC) showing that this grant program is not subject to review or has been reviewed.

STATUS: NOT UPLOADED

 Upload File

# Questions?

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Reach out to the Recompete Program Office at [Recompete@eda.gov](mailto:Recompete@eda.gov)

Visit the Recompete Pilot Program website at  
<https://www.eda.gov/funding/programs/recompete-pilot-program>

[Sign up for the EDA newsletter](#) and follow us on social media:

