



COMMONWEALTH OF PENNSYLVANIA
OFFICE OF THE GOVERNOR

RANDY ALBRIGHT
SECRETARY
GOVERNOR'S OFFICE OF THE BUDGET

October 28, 2016

Ms. Audra Kahr, CFO/Treasurer
Cedar Crest College
100 College Drive
Allentown, PA 18104

Dear Ms. Kahr:

Governor Wolf has authorized the release of \$1,000,000 in Redevelopment Assistance Capital Program (RACP) funding for the Cedar Crest College Athletic Field Renovations project in Lehigh County. This project is eligible to receive funding via legislative authorization in the Capital Budget Project Itemization Act of 2013-085. Please note that RACP monies will not be paid out until (a) a RACP grant agreement has been fully executed between you and the Commonwealth, and (b) you have complied with all RACP program and grant agreement requirements as set out in the grant agreement and in the program guidelines.

This correspondence shall serve as written notification authorizing the preparation and submission to the Office of the Budget of a formal and complete Redevelopment Assistance application for the aforementioned project. The Application Materials Handbook contains the necessary forms and instructions for the preparation of the application. The RACP application must be submitted in electronic format (PDF) via upload to an RACP FTP site. Hard copies or electronic copies *on a CD or Flash Drive* are no longer required. The RACP Application Handbook, available on our website (<http://www.racp.pa.gov>), contains the necessary instructions for the preparation of an application and provides the information you will need to upload it to our FTP site. Please note that *Special Conditions* are also now required to be submitted electronically as a PDF file via upload to the RACP FTP site. *Special Conditions* are outstanding documentation that is required to be submitted prior to an entity being eligible to receive grant funds. They are found in Appendix B of a typical RACP Grant Agreement.

Prior to the completion of the application, an eligible applicant must first be identified. Redevelopment Assistance funds may only be granted to one of the following: 1) a general-purpose form of local government; 2) any public authority; 3) a federally designated Local Development District; or 4) an industrial development agency which has been certified as such by the PIDA board and which is itself or is acting through a wholly owned subsidiary which is exempt from federal taxation under section 501(c)(3) of the Internal Revenue Code of 1986.

As you are aware, RACP funding is intended to provide much needed economic stimulus to the Pennsylvania economy and it is intended to assist in the immediate creation of quality, family-sustaining jobs for Pennsylvanians. In completing the application for the RACP grant, please include sufficient information and documentation indicating this project's estimated economic impact and the potential for job creation. This information is to be included in Tab 3 of the application and this information should be consistent with that which was supplied as part of your business plan submission. **To be eligible for this award in accordance with RACP statutes, you must notify the Office of the Budget if you accept the grant within 30 days of receiving notification of approval via an official correspondence.**

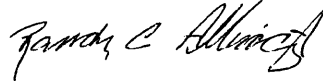
As one of the selected recipients of the limited amount of RACP funding available, your organization now has the significant responsibility of ensuring that these funds are utilized for economic development in a timely manner. Therefore, it will be the policy of this Administration to require that **all recipients of RACP funding MUST submit their application within 6 months of the date of this letter.** Failure to submit the required RACP application within this timeframe may lead to the termination of any commitment of funding contained herein. It is important to note, however, that according to existing law, applicants must be able to demonstrate that at least 50% of the required non-state funds necessary to complete the project are secured at the time of the application. Failure to document the 50% non-state funds will preclude the Office of the Budget from accepting the application and drafting a grant agreement. It is also important to stress that Tab 18 of the application, a Resolution from the eligible applicant authorizing the submission of the application for Redevelopment Assistance Capital Grant funding, should be provided as part of the initial application.

Additionally, once the grant agreement is fully executed for the RACP funding, your organization will then have a maximum of six months to meet the terms and conditions of the grant agreement and begin construction of the aforementioned project. Failure to begin construction of the project within six months of the final execution of the grant agreement may lead to the termination of the funding commitment.

Whereas this project has now been authorized to receive RACP funding, you should know that the grant agreement you will execute requires compliance with bidding and the payment of prevailing wage rates as a condition of the contract among others requirements. Questions about prevailing wage rates and how they may affect your project's construction contracts should be directed to the Bureau of Labor Law Compliance, Department of Labor and Industry at 717-787-4671. Failure to comply with these requirements may result in the loss of this funding and return of any funds already provided to your project by the Commonwealth.

Your assistance in this matter is greatly appreciated and the Commonwealth of Pennsylvania looks forward to working with you for the successful completion of this project. A copy of the Application Materials Handbook and additional information is available via the Office of the Budget's RACP website: <http://www.racp.pa.gov>.

Sincerely,



Randy C. Albright
Secretary of the Budget

cc: Mary Isenhour (Chief of Staff)
Yeseñia Bane (Governor's Office)
Anne Baloga (Office of the Budget)
Elias Joseph (Office of the Budget)
William Harbeson (Office of the Budget)
House Appropriations Committee Chairman (R)
House Appropriations Committee Chairman (D)
Senate Appropriations Committee Chairman (R)
Senate Appropriations Committee Chairman (D)
Speaker of the House of Representatives
Majority Leader, House of Representatives
Minority Leader, House of Representative
President Pro Tempore of the Senate
Majority Leader, Senate
Minority Leader, Senate