## **Invest Atlanta Community Engagement Requirements**

All projects seeking Invest Atlanta funding, except for Small Business Improvement Grants, will require an NPU presentation and recommendation letter.

## Use <u>this link</u> to request a presentation date with the appropriate NPU for your project.

Written correspondence from the respective NPU (letter/email) must be received prior to project approval. NPU correspondence must:

- 1. Clearly reference the submitted project and date presented to the NPU;
- 2. Include project details (e.g., design, use, affordable units, etc.)
- 3. Document a recommendation by NPU general membership identifying one of the following outcomes:
  - a. NPU Recommendation of Project Support
  - b. NPU Recommendation of Project Opposition
  - c. NPU Recommendation of Project Conditional/Contingent Support\*
- 4. Contain acknowledgement that the project owner intends to apply for Invest Atlanta funding (while the project owner should indicate in their presentation that they plan to apply to Invest Atlanta for grants/financing, the NPU will not be asked to contemplate the merits of or level of Invest Atlanta funding); and
- 5. Be dated within 12 months of application submission. NPU correspondence dated more than 12 months prior to application submission must be renewed by the applicant or accompanied by correspondence from the NPU leadership indicating the previous correspondence remains valid. Such affirmations must be received within 30 days of receipt of application.

Please see an example letter here.

\*If NPU correspondence indicates conditions/contingent support, the application must include a brief summary or outline of the conditions/contingencies and the applicant's plan to address this feedback.

Please communicate any challenges getting onto an NPU agenda to your project lead.