



Submission Requirements

To ensure a fair and thorough review process, the Trumbull County Land Bank asks that all development proposals follow the structure outlined below. Organizing your submission according to this format will help evaluators clearly understand your vision, qualifications, and ability to carry out the project, whether you're an experienced developer or submitting a proposal for the first time.



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STATEMENT:

A short written statement that tells why you are interested in the property and what makes you or your team a good fit for the project. Be sure to include any special skills, experience, or ideas you have that can help make the project successful.

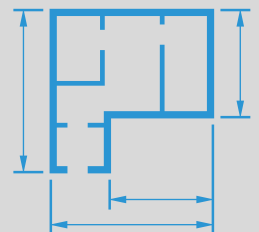


RENOVATION PROPOSAL/CONCEPT PLAN:

The proposal should include a clear and detailed outline of the planned investment, including specific work to be done, materials to be used, and an estimated project timeline. If the property is vacant land, include a basic concept plan that explains your intended end use, such as new construction, community greenspace, or other creative development. Be sure to describe how the site will be maintained over the long term, especially if your proposal involves conservation or open space. If applicable, include information about obtaining any required special use permits, zoning variances, or rezoning approvals necessary to carry out your proposed use. Site access can be arranged through the Trumbull County Land Bank upon request.

DEVELOPMENT TEAM:

Include an overview of your organization or investment group, along with names and contact information for key team members. Be sure to list your company's mailing address, email, and phone number. Identify the main project representatives and describe your overall approach to the development. You may also include any additional background, experience, or information that helps demonstrate your qualifications and how your team is well-suited to carry out the project successfully.





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PORTFOLIO:

Please provide examples of past development experience, especially projects completed within the last 10 years. Include a brief summary describing the project concept, timeline for completion, estimated or actual construction costs, the roles played by different development partners, and whether any public funding or assistance was involved. If you are a first-time developer, you may highlight relevant skills, professional background, or partnerships that demonstrate your capacity to complete the proposed project.

PAST PROJECT REFERENCES:

Provide references from individuals in leadership roles who can speak to your past project experience and performance.

FINACIAL CAPABILITY:

Include proof that you or your development team have the financial resources to successfully carry out the proposed project.

This may include:

- Proof of funds (bank accounts, etc.)
- Audited financial statements
- Letters of reference from financial institutions
- Details on funding sources (such as loans, grants, or private investment)
- Any other relevant proof of financial stability and capacity

If you are a first-time developer, you may also include information about funding partners or financial backers supporting your proposal.

DEADLINE:

All submissions must be sent to: **Jessica King**
at jessica@tnpwarren.org

or mailed to

736 Mahoning Ave NW
Warren, Ohio 44483

Please call with any questions or concerns:
330.469.6828 ext 104

