

CEDS Project Proposal – INITIAL PROJECT BRIEF -- 2004

Project Sponsors: Complete and return this form by Friday, May 21, 2004 by MAIL, FAX, or E-MAIL:
To: Berkshire Regional Planning Commission, 1 Fenn St., Suite 201, Pittsfield, MA 01201
Fax: 413-442-1523 **Attn.:** Peter Falcier; **E-MAIL:** pfalcier@berkshireplanning.org

This INITIAL PROJECT BRIEF is intended to provide an introduction to the project or project idea, and will be followed up by other requests for more detailed information, as necessary. Fill in or check off, as indicated.

PROJECT NAME: Pittsfield Enterprise Center	Community: Berkshire County
Project Sponsors: City of Pittsfield/ Berkshire Enterprises	
Project Sponsor(s) Contact Person: Vicky Singer	
Phone: 413-448-2755	E-Mail: vsinger@berkshire.net
Municipality Sponsor (Contact): Mark Amuso	
Phone: 413-499-9368	E-Mail:
Location of Project (Street Address): n/a	

TYPE OF PROJECT: (Check boxes to specify type in rows below)			
<input checked="" type="checkbox"/> Physical:	Building <input checked="" type="checkbox"/>	Site <input type="checkbox"/>	Infrastructure <input type="checkbox"/>
<input type="checkbox"/> Public & Private Institutions & Programs:	Workforce <input checked="" type="checkbox"/>	Business Assistance <input checked="" type="checkbox"/>	Other <input type="checkbox"/>
<input type="checkbox"/> Public Sector Policy			

PROVIDE A BRIEF PROJECT DESCRIPTION OR STATEMENT OF THE PROPOSED CONCEPT:
 --relocation of business incubator to city owned building to provide space for new businesses

CURRENT PROJECT STATUS: READINESS TO PROCEED (check as appropriate)

<input type="checkbox"/> Ready for Construction	Site Control: check:	<input type="checkbox"/> Public	<input type="checkbox"/> Private	<input type="checkbox"/> Non-Profit
<input checked="" type="checkbox"/> Planning Stages	Completed	Underway	Needed	
Feasibility or Planning Studies:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Preliminary engineering plans:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Financial & Cost estimates:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Marketing study:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Permitting:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Organizational/Management Plan:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Partners and project sponsors:	<input checked="" type="checkbox"/> Identified	<input checked="" type="checkbox"/> Committed		
<input type="checkbox"/> Concept or Early planning stages				

COMMENT ABOUT PROJECT STATUS:

Briefly summarize what's been done (actions taken; studies completed) and what the next steps are:
 Existing incubator opened January, 2001. Additional space needed. Meetings between Berkshire Enterprises, Mayor of Pittsfield, OCED Director held. Possible buildings identified.

TOTAL ESTIMATED PROJECT COST:

Required local/regional funding match identified: YES NO
 Funding partners: City of Pittsfield Amount:
 CDBG funds Amount: \$250,000

EMPLOYMENT & WAGE EFFECTS:

Number of full-time (FTE) (non-construction) Jobs created: 15 Jobs retained: 15
 Skills or education level required for new jobs created: business training
 Labor Force expected to be drawn primarily from: (list below)
 Communities: Berkshire county Number: 15
 Sub-Regions (North, Central, South) Number:
 Wage levels (range): \$25,000--\$200,000

PROJECT BENEFITS:

Explain how this project will create or retain jobs, improve the economic conditions of the region, or meet a goal of the regional economic strategy.
 Berkshire County has one of the highest self-employment rates in the state. Support through low cost space, access to financing, and especially business consulting improves chances for success and growth. Helps prevent out migration, improves overall business climate.

Please briefly describe factors which make this project of regional significance (a regional priority?), and other project benefits not previously discussed.
 Encourages business location in aneconomically disadvantaged city. Improves a city owned, non performing building. Generates jobs and revenue.

Will this project meet Massachusetts Sustainable Development Principles?

(See enclosed/attached sheet from the Office for Commonwealth Development).

Name/Signature of Applicant: (Vicky Singer (Signed copy)

Date: 5/21/04