WASHINGTON COUNTY
LOCAL SHARE ACCOUNT

APPLICATION INFORMATION

FY 2027

Deadline is Wednesday, October 28, 2026 at 4:00 P.M.

Washington County LSA application information is available online at www.racw.net

For information, contact:

Redevelopment Authority of the County of Washington
90 West Chestnut Street, Suite 700
Washington, Pennsylvania 15301
Phone: (724) 228-6875 x219

Email: redevelopment@racw.net

2027 LOCAL SHARE ACCOUNT

Statement of Purpose

The Washington County Local Share Account (LSA) has been established to support community and economic development through gaming revenues generated pursuant to the Pennsylvania Race Horse Development and Gaming Act. The Redevelopment Authority of the County of Washington (RACW) has been designated as the agency to apply for and administer the LSA Program on behalf of the Washington County Board of Commissioners. LSA funds are distributed annually through grants from the Pennsylvania Department of Community and Economic Development (DCED).

I. PROJECT APPLICATION PROCESS

A. The entity requesting funds must be one of the following or be sponsored by one of the following:

1. County of Washington
2. An Economic Development Agency listed below:
   - Washington County Chamber of Commerce
   - Washington County Industrial Development Authority
   - Redevelopment Authority of the County of Washington
   - Washington County Council on Economic Development
   - Washington County Authority
3. A Municipality
4. Non-Profit Agency

Any private company or individual must be sponsored by one of the eligible entities listed above. The project must have the support of its governing Board and the support of the sponsor (if applicable) in each case.

An Authority or Board of a municipality such as a Sewage Authority or Recreation Board must be sponsored by its affected municipality.

B. The governing body of a requesting entity must take official action to authorize the submission of any application. Where applicable, the governing body of a project sponsor must take official action to authorize the submission of any application.

It is the sole responsibility of the requesting entity to secure proper project support. Letters, resolutions, and minutes **do not** need to be submitted with the application, but must be retained by the requesting entity. All documentation must be available and provided upon request.

C. As stated in the DCED LSA program guidelines, the following are eligible uses for the LSA funds:

1. Economic Development Projects: Projects that promote local economic activity and creation and/or retention of jobs.
2. Community Improvement Projects: Projects that improve or create civic, cultural, or recreational activities or facilities.
3. Public Interest Projects: Projects that improve the quality of life in the affected communities.
4. Job Training: Projects that address workforce development.

D. An entity that desires to request funds from the Washington County LSA will provide information to RACW as detailed below.

1. Completed Washington County Local Share Account **2027 Checklist** Form (Appendix A).

2. Completed Washington County Local Share Account **2027 Application**. (Appendix B). Fillable application is available online at www.racw.net. Municipalities that submit multiple projects for funding must rank their projects in order of the municipality's priority on the Application. This priority order is only required for municipality applications. It is not required nor does it apply to projects that a municipality sponsors.

3. Completed Washington County Local Share Account **2027 Budget Form**. (Appendix C). Fillable budget form is available online at www.racw.net.

4. **Basis of costs** to support project budget. (Examples of basis of costs include copies of bids, quotes, contractor estimates, engineer estimates, sales agreements, appraisals, etc.) The total project budget on the Budget Form should match the total project budget on the Application. If the project is one phase of multiple phases, the Budget Form should reflect the phase to be completed with the requested LSA funds. Other project phases previously completed or planned can be described in the application narrative.

5. Documentation/letter confirming that other matching funds to be utilized for the project are secured (if applicable).

6. Project area map (if applicable).

7. If the project is a sewer project, include a completed Sources Form to document all project funding, costs, and fees (Appendix D).

8. If the project is a sewer project, include a copy of DEP's approval of the 537 Plan. Please note that if project requires 537 planning, DEP has 180 days to review and respond from the date application is submitted. It is recommended that your 537 plan be submitted at least 90 days prior to the LSA application deadline.

E. LSA Applications and accompanying information should be forwarded to RACW by regular United States mail, express delivery, or hand delivery. Transmission of applications by any other method will not be accepted. Applications should include **one hard copy**. RACW will convert each hard copy application to a single PDF file for review purposes. **Please do not bind applications**. All

requests **must** be received by RACW no later than **4:00 P.M. on October 28, 2026**. RACW will administratively review each application for completeness.

II. LOCAL SHARE ACCOUNT (LSA) PROGRAM REQUIREMENTS

A. Project Costs

DCED does not permit LSA funds to be used to reimburse entities for previously incurred project costs or to refinance or reduce existing debt. LSA projects may not commence prior to the execution of the LSA contract between DCED and RACW. Any project costs incurred prior to the execution of the LSA contract between DCED and RACW shall be ineligible. Any entity selected to receive funds under the LSA Program is strongly encouraged to contact RACW before proceeding with any portion of their project.

Please note that no more than 10% of LSA funds awarded can by utilized for engineering/architect costs, unless waived by DCED. Non-LSA funds can exceed 10%.

B. Prevailing Wage

The Pennsylvania Prevailing Wage Act (43 P.S. § 165-1 et seq.; 34 Pa. Code § 9.101 et seq.) may be applicable to a project funded under the LSA Program. Prevailing Wage requirements are generally applicable to grants for construction, demolition, reconstruction, alteration, repair work, renovations, build-out and installation of machinery and equipment in excess of $25,000 funded. If applicable, prevailing wage rates shall be included in all bid documents, specifications, and construction contracts pertaining to the project. The Department of Labor and Industry (L&I) has final authority to make all prevailing wage applicability determinations.

C. Bidding

Applicants must comply with all applicable federal, state, and local laws and regulations dealing with open and competitive bidding and procurement in awarding any contracts in excess of $10,000 for construction, reconstruction, demolition, alteration and/or repair, for acquisition of machinery and equipment, or for engagement of the services of a professional consultant.

D. Merge Incentive Plan

LSA incentive bonus funds will be awarded to municipalities that merge or consolidate governments. The funds are to be utilized for projects eligible under the LSA Program. The incentive plan is as follows:

$25,000 Per municipality that merges/consolidates and as a result loses their LSA entitlement funds. This will be annual funding for the life of the LSA Program.

Additional LSA incentive bonus funds will be awarded in the first three years after the merge or consolidation. These additional funds will be awarded based on the number of municipalities that merge/consolidate.

Year 1	$ 50,000 per municipality that merges/consolidates
Year 2	$ 25,000 per municipality that merges/consolidates
Year 3	$ 10,000 per municipality that merges/consolidates

EXAMPLE

If four municipalities merge or consolidate, three municipalities will lose their LSA entitlement funds, so the newly merged/consolidated municipality will be awarded an additional $75,000 annually to be utilized for projects eligible under the LSA Program for the life of the Program.

In year 1, the newly merged/consolidated municipality will be awarded an additional $200,000
In year 2, the newly merged/consolidated municipality will be awarded an additional $100,000
In year 3, the newly merged/consolidated municipality will be awarded an additional $40,000

III. PROJECT REVIEW PROCESS

A. The LSA Review Committee will be comprised of the following representatives:

- Review Committee Chairman appointed by Washington County Board of Commissioners
- Director of Administration, Washington County
- Finance Director, Washington County
- Director, Washington County Authority (WCA)
- Private Sector Representative appointed by Washington County Board of Commissioners
- Individual representing the Legislative Delegation
- Individual representing the County Boroughs
- Individual representing the County Townships
- Individual representing the Cities of Washington and Monongahela

Review Committee representatives will be Washington County residents.

B. The Committee will be provided electronic project application information by RACW.

C. LSA project requests that include a match of local, grant, or loan funds will be given extra consideration during the selection process. Municipalities should consider using their local LSA entitlement funds as a match to leverage the County LSA funds.

D. LSA funds should only be considered as gap financing for water and sewer projects. The LSA funds should not be the primary funding source, but rather should be used to bridge the financing gap.

E. The Committee will thoroughly review each project emphasizing the improvements and impact it will provide in Washington County. Additional information and/or project briefings may be requested if needed. The Committee will prioritize the projects and prepare a recommended list of projects.

C. The Committee will approve the recommended list of projects through a public process. The list will include the total cost of each project and the LSA funds recommended.

D. The Board of Commissioners will review the list of projects and approve the projects they deem appropriate for submission to DCED. This list of approved projects will be provided to RACW. RACW will prepare the Single Application for submission to DCED.

IV. SUBMISSION TO DCED

A. Once the project list is approved by the Board of Commissioners, RACW will, in accordance with the DCED guidelines, prepare a project summary form for each project with the assistance of the entity who initiated the request.

B. RACW will submit the application and project information for all projects. This package will be submitted to DCED by March 31.

C. RACW will assist DCED in facilitating any required community meetings and provide project information to the legislative delegation per the DCED guidelines. RACW will coordinate with DCED and provide additional project information and data where needed.

D. DCED does not adopt or formally endorse Washington County's local document, but does recognize it as an acceptable organized process to collect, review, and process project proposals and applications. All project proposals submitted by an eligible applicant will be reviewed, evaluated, and possibly awarded by DCED in accordance with DCED's Program Guidelines for the Washington County LSA.

V. CONTRACT EXECUTION

A. Once DCED awards the LSA funds, RACW will execute a grant contract with DCED for the LSA Program. RACW will ensure that the conditions of the grant contract are met including requirements for advertising, competitive bidding, awarding contracts, project monitoring, requisitions, progress payments, project close-out, audit, etc.

B. DCED has indicated their contracts will be three-year contracts; therefore, project funds must be fully expended within the three-year time frame.

C. RACW will initiate an audit of the LSA Program by an independent certified public accountant at the conclusion of each fiscal year.

VI. CRITERIA FOR PROJECTS

Per DCED LSA Program Guidelines (Reference Materials A), the competitiveness of proposed LSA projects will be reviewed by conducting a quantitative analysis based on the following criteria:

- Economic impact
- Economic conditions of the region where the project is located
- Level of private sector investment leveraged
- Contribution of the project to the reuse of Brownfields, previously used, or underutilized sites
- Local financial support
- Project readiness
- Strategic importance
- Financial need
- Projected timeline for project commencement and completion

VII. INFORMATIONAL PUBLIC WORKSHOPS

On behalf of the County, RACW will hold informational public workshops to review the application requirements and to answer questions related to the 2027 LSA process. All interested applicants are invited to attend the workshops.

The workshops will be conducted virtually through a GoToMeeting platform. The dates and instructions to join the meetings are below.

Wednesday, September 9, 2026 at 10:00 AM

Join from computer, tablet or smartphone:
https://meet.goto.com/492071933

You can also dial in using your phone: (872) 240-3412
Access Code: 492-071-933

Tuesday, September 15, 2026 at 2:00 PM

Join from computer, tablet or smartphone:
https://meet.goto.com/280165749

You can also dial in using your phone: (646) 749-3122
Access Code: 280-165-749

Can't attend a workshop? Questions regarding the 2026 LSA Program can be directed to RACW at (724) 228-6875 x219 or redevelopment@racw.net.

VIII. APPENDICES (fillable forms available online at www.racw.net)

A. Washington County Local Share Account 2027 Checklist Form
B. Washington County Local Share Account 2027 Application
C. Washington County Local Share Account 2027 Budget Form
D. Sample Sources Form (to be completed for all sewer projects)

IX. REFERENCE MATERIALS (available online at https://dced.pa.gov/programs/local-share-account-lsa-washington-county/ or by contacting RACW)

DCED Local Share Account Program Guidelines

APPENDIX A

Washington County Local Share Account
2027 Program Year
Checklist Form

Fillable Checklist Form available online at www.racw.net

Complete and include this checklist as first page of project application

Project Name:

Requesting Entity:

Project Sponsor (if applicable):

Included	N/A	Required Submission Items
		2027 Checklist Form as cover page of application
		2027 LSA Application
		2027 Budget Form
		Budget basis of costs documentation
		Documentation/letter confirming matching funds (if applicable)
		Project area map (if applicable)
		Sources Form (for sewage projects)
		DEP approval of 537 Plan (for sewage projects)

APPENDIX B

WASHINGTON COUNTY LOCAL SHARE ACCOUNT (LSA) PROGRAM
2027 LSA Application
Fillable Application Form available online at www.racw.net
Application Deadline is 4:00 PM on October 28, 2026

Project Name:

Project Location:

Project Municipality:

Requesting Entity:

Project Sponsor (if applicable):

Entity/Sponsor Category (check one):		County		Economic Development Agency
		Municipality		Non-Profit Agency

Contact Name:	
Address:	
Phone Number:	**Fax Number**:
Email address:	

Project Funding:	**2027**
Total Request of LSA Funds	$
Total Other Funds *	$
Total Project Budget	$

*** Are other funds secured? (please check one)**		Yes		No

Project priority number: _____
If a municipality submits multiple projects for funding, projects must be ranked based in priority. Please note that this priority order is only required for municipality applications. It is not required nor does it apply to projects that a municipality sponsors.

Project Category (please check **one**):

	Economic Development – Projects that promote local economic activity and creation and/or retention of jobs.
	Job Training – Projects that address workforce development.
	Community Improvement – Projects that improve or create civic, cultural, or recreational activities or facilities.
	Public Interest – Projects that improve the quality of life in the affected communities.

1. Project Description

Please provide a brief description of the project. Please limit response to one page.

2. Project Need

Please describe the project need, including the community impact. Please limit response to one page.

3. Project Expected Outcomes

Please describe the expected outcomes for the project, including anticipated job creation. Please limit response to one page.

4. Project Schedule & Timeline

Please describe the timeline for the project including project milestones. **Please consider that the LSA funds will not be available for the project to commence before September 1, 2027**. **Projects cannot commence before the DCED contract is executed**. DCED has indicated their contracts will be three-year contracts; therefore, project funds must be fully expended within the three-year time frame. Please limit response to one page.

5. Project Support

Project support must be secured by the requesting entity. Letters, resolutions, and minutes do not need to be submitted with the application, but must be retained by the requesting entity. All documentation must be available and provided upon request.

Has the requesting entity taken official action to authorize submission of the Application?

(please check one)		Yes		No

Has the project sponsor taken official action to support the project? (if applicable)

(please check one)		Yes		No		NA

Has the affected community taken official action to support the project?

(please check one)		Yes		No

Does the project have local and community support?

(please check one)		Yes		No

Has the applicable State Senator provided a letter of support for the project?

(please check one)		Yes		No

Has the applicable State Representative provided a letter of support for the project?

(please check one)		Yes		No

6. Project Consistency with Comprehensive Plans

Is the project consistent with the local comprehensive plan?

(please check one)		Yes		No		NA

Is the project consistent with the Washington County Comprehensive Plan?
Washington County Comprehensive Plan can be reviewed online on the County website at:
https://planning-commission-washcodps.hub.arcgis.com/pages/comprehensive-plan

(please check one)		Yes		No

APPENDIX C

WASHINGTON COUNTY LOCAL SHARE ACCOUNT 2027 BUDGET FORM
Fillable Budget Excel Form available online at www.racw.net

SOURCES **Type of Financial Assistance**	**DCED** LSA	**OTHER**	**OTHER**	**OTHER**	**TOTAL**
ACQUISITION					
Acquisition	$	$	$	$	$
Subtotal	$	$	$	$	$
GENERAL CONSTRUCTION					
General Construction	$	$	$	$	$
Subtotal	$	$	$	$	$
INFRASTRUCTURE/SITE PREPARATION					
Roads & Streets	$	$	$	$	$
Parking	$	$	$	$	$
Water/Sewer/Utilities	$	$	$	$	$
Demolition	$	$	$	$	$
Excavation/Grading	$	$	$	$	$
Environmental Cleanup	$	$	$	$	$
Subtotal	$	$	$	$	$
MACHINERY & EQUIPMENT					
Equipment/Vehicles Purchase	$	$	$	$	$
Installation/Building Modification	$	$	$	$	$
Subtotal	$	$	$	$	$
OPERATING COSTS/WORKING CAPITAL					
Working Capital	$	$	$	$	$
Salaries & Fringe Benefits	$	$	$	$	$
Training & Technical Assistance	$	$	$	$	$
Promotion/Public Relations/Advertising	$	$	$	$	$
Office Equipment/Space Costs	$	$	$	$	$
Subtotal	$	$	$	$	$
RELATED COSTS					
Professional Services/Consultants	$	$	$	$	$
Engineer/Architect	$	$	$	$	$
Inspections/Fees	$	$	$	$	$
Subtotal	$	$	$	$	$
OTHER					
Other	$	$	$	$	$
Subtotal	$	$	$	$	$
TOTAL	**$**	**$**	**$**	**$**	**$**

APPENDIX D

SAMPLE SOURCES FORM (For sewer projects only)
Fillable Sample Sources Form available online at www.racw.net

Name of Project:

Name of Authority or Municipality:

Total Construction Cost: $

Information should be consistent with approved Act 537 Plan

SOURCES FOR THIS PROJECT WITHOUT LSA FUNDS

		Secured	Applying (check one)
Primary Funding Source (PENNVEST, RUS Loan)	$_____	___	___
Other Source:_____	$_____	___	___
Other Source:_____	$_____	___	___
Other Source:_____	$_____	___	___
Total Tap-in Fees for this Project	$_____		

PROJECT CUSTOMER FEES

Monthly cost to customer:

Per month O & M (based on gal/day)	$_____
Per month debt service (existing)	$_____
Per month debt service (project)	$_____
PER MONTH TOTAL (including project)	$_____

ESTIMATED RATE CALCULATION (this section for new or expansion projects ONLY)

Using categories below please provide the amount of grant needed to have a customer per monthly rate of $50.00 per month and $60.00 per month. The rate calculation will be used in comparing amount of grant awarded to each project.

	$50.00 scenario	$60.00 scenario
Estimated Operation and Maintenance	_____	_____
Number of Customers	_____	_____
Total Tap-in Fees ($1,500 minimum)	_____	_____
Secured Funds (H2O, etc.)	_____	_____
Base Funds (Loans, etc.)	_____	_____
Total Additional Grant Funds Needed	_____	_____