[please place letter on letterhead of the applicant]

[Month Day], 2023

Josh Bays

Partner

Site Selection Group, LLC

8235 Douglas Ave., Suite 500

Dallas, TX 75225

Via email to: [KPDI@KAEDOnline.org](mailto:KPDI@KAEDOnline.org)

Dear Mr. Bays,

This letter is to express my intent to submit [Property Name] in [County] for the Kentucky Product Development Initiative Program. I understand that the purpose of the program is to improve properties specifically for corporate investment. Please find an aerial attached that has the boundary lines outlined of the property attached in Appendix A. The property is:

* [XX] acres
* Currently Owned by [Ownership Entity]
  + If not currently publicly owned, please indicate whether Letter of Intent or Sale Agreement is in place.
* Located at [Address] and [Decimal Latitude/Longitude Coordinates]
* Is property located in a state or local TIF?
* Category(ies) of Project: [Due Diligence Study, Property Acquisition, Infrastructure Extension or Improvement, Site Preparation Work, and/or Road Improvement]
* If the project is a “Regional Project”, please identify the counties submitting as co-applicants.

[Please also include a brief description or background on the property, a description of the proposed grant project, and the grant amount that will be requested. Please indicate whether the grant project can be completed in 1-2 months after the award decision has been made.]

In submitting this letter, I understand that participating in this program is voluntary, and grant funding is not guaranteed. Any costs incurred during the application process are at my own expense. I understand there is a $500 application fee, which should be made payable to “KAED Foundation”, sent under separate cover to KAED at 101 Burch Court, Frankfort, KY 40601.

Sincerely,

Name:

Title:

Organization:

Address:

Phone:

Email address:

**Appendix A**

[please attach an aerial of the property with the boundary lines of the property clearly identified]