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# **BUILDING RESILIENT COMMUNITIES (BRC) STRATEGIC READINESS ASSESSMENT**

WYOMING

# BUILDING RESILIENT COMMUNITIES (BRC) STRATEGIC READINESS ASSESSMENT

This executive-level assessment is designed for municipal leaders and economic development professionals to evaluate project alignment with the Building Resilient Communities (BRC) program. It follows the regulatory framework established in Chapters 1 through 3 of the BRC Rules.

## 1. STRATEGIC MISSION AND DATA-DRIVEN PROBLEM IDENTIFICATION

The BRC program is a specific instrument of "Economic Development," defined as the creation of economic growth and a stronger state economy. Projects must solve a documented "Barrier to Growth".

### Define the specific "Barrier to Growth" for your region.

- **Strategic Why:** A barrier is a factor verified by data that limits regional growth. Failure to define a specific, solvable factor renders the project ineligible.

### What quantitative data points verify this barrier at the time of submittal?

- **Strategic Why:** Evidence must be provided at the time of application. **Note:** Retrospective data or promises of future data collection are grounds for immediate disqualification. The Council requires objective metrics (e.g., specific infrastructure deficits or employment gaps) available now.

### Does the mission align with strengthening the state economy?

- **Strategic Why:** Your mission must move beyond "community improvement" and explicitly target a stronger state economy and measurable economic growth.

## 2. LEGAL GOVERNANCE AND ASSET OWNERSHIP

Applicants must meet the strict legal definitions and provide clear mechanisms for long-term asset security.

### Identify the Legal Applicant:

- City or Town (Incorporated)
- County
- Tribe (Cooperative Tribal Governing Body)
- Joint Powers Board

### Ownership and Reporting Accountability:

**Who will hold the title?** BRC rules require ownership by the Applicant or an **Agent of the Applicant**. (*Eligible Agents include Community Development Organizations (CDO), Downtown Development Authorities (DDA), Urban Renewal Agencies (URA), or State Development Organizations*)

**Asset Reversion:** If an Agent holds the title, do you have binding documentation (Articles of Incorporation or real estate filings) ensuring the asset reverts to the Applicant upon the owner's dissolution?

**Sale of Asset:** If the asset is sold to a private entity, is the buyer legally prepared to assume the mandatory 5-year BRC reporting requirements?

### 3. FINANCIAL COMMITMENT AND MATCH STRATEGY

The BRC program requires a minimum 25% match of total eligible project costs.

Match Source Type	Strategic Self-Assessment Question
Cash Match	Have you identified real estate (appraised) or engineering/design costs from the last 6 months to leverage as Cash? Do you have the 12.5% minimum cash requirement (half of the 25% total) ready?
BRC Loan	If using a BRC loan to satisfy 50% of the grant match, do you understand that 80% of the loan funds must be expended before any grant funds are released?
In-Kind Match	Are your records verifiable? Have you explicitly excluded ineligible sources: operations, maintenance, grant writing, and grant administration?

### 4. REVENUE GENERATION AND RECAPTURE PHILOSOPHY

Projects generating income through lease or sale must share revenue with the State.

**Net Revenue Definition:** Recapture is calculated on "Net Revenue" (Income minus utilities, insurance, property taxes, pest control, and repairs paid by the owner).

- Segregated Accounts:** Have you established a dedicated economic development account for local recapture as required?
- State Remittance:** Are you prepared to remit between 25% and 100% of net revenue to the State BRC fund?
- Local Reinvestment:** Do you understand that 25% of local recapture must fund the next revenue-generating project?
- Servicing Fees:** Are you prepared to pay the mandatory servicing fee to the Council's servicing agent?

### 5. PUBLIC TRANSPARENCY & COMPETITIVE SCRUTINY STRESS TEST

- Digital Accessibility:** Is the application prominently displayed on your official homepage and announced via social media?
- Competitor Notification:** Have you used "best efforts" to notify all providers of similar services in the market area at least 10 days before the hearing?
- Hearing Content Checklist:** Does your hearing agenda specifically cover:
  - Highlighting the barrier to growth?

- Identifying the economic opportunity?
- Exploring alternative funding/solutions?
- Providing a comprehensive project description?
- Soliciting testimony from competitors regarding unfair competition?
- Resolution Timing:** Is your signed resolution scheduled to be passed **after** the public hearing and consideration of comments?

## 6. LONG-TERM ADMINISTRATIVE AND REPORTING CAPACITY

BRC obligations extend well beyond construction.

- **Post-Construction Reporting:** Can you provide annual quantitative and qualitative evidence of outcomes for a minimum of 5 years post-construction?
- **Record Retention (Hard Requirement):** Are you prepared to retain all records for **five years following the date of the official closeout notice**? (Note: This is often significantly longer than 5 years post-construction).
- **Audit Readiness:** Are you prepared to pay for a BRC project audit by the Department of Audit if requested by Council staff?

## 7. PRE-SUBMISSION CHECKLIST

Ensure these "hard deadlines" and compliance gates are met before formal filing.

- Mandatory Consultation:** Scheduled with your Regional Director at least one month prior to submission.
- Draft Materials HARD DEADLINE:** Final draft materials provided to the Regional Director at least two weeks prior to submission.
- Compliance Audit:** Verification that the applicant is not past due on any reporting or recapture payments for existing BRC projects.

**GO/NO-GO LOGIC GATE:** If any box remains unchecked or any question answered "No," *the project is not yet BRC ready*. Submission should be delayed to the next cycle to ensure the application is not returned as incomplete or ineligible.