

# Technical Assistance Panels (TAPs) Application

**ULI New York is accepting TAP applications for the 2018-2019 cycle. Applications will be reviewed by our Technical Assistance Panels Steering Committee on an on-going basis.**

## **TAP applications must meet the following criteria:**

- ✓ **Scope:** A clearly defined scope of work.
- ✓ **Metrics:** Three to four well-articulated questions to be addressed during a one-day or two-day TAP.
- ✓ **Defined geographic boundary:** A neighborhood, district, corridor, etc that will serve as the Study Area.
- ✓ **Leadership and Stewardship:** Strong local leadership capacity by:
  - conformance with the program's terms and conditions and Client Responsibilities (provided upon final TAP agreement);
  - advocating for the TAP findings by galvanizing community support; and
  - facilitating follow through and implementation of TAP recommendations.

**Please submit applications to Sofia Guerrero, Senior Manager, ULI New York at [sofia.guerrero@uli.org](mailto:sofia.guerrero@uli.org)**

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## **PLEASE PROVIDE THE FOLLOWING INFORMATION:**

**Lead Sponsoring Organization:** \_\_\_\_\_

**Main Contact Person:** \_\_\_\_\_ **Title/Role:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

## **PLEASE ATTACH THE FOLLOWING:**

**Scope Of Work:** Provide a one-page description of the need for the Technical Assistance Panel. Include background information on the affected site or area and current and future plans or activities (both public and private). Maps, statistics, planning and development goals, and other information may be attached if relevant. Provide an explanation of previous efforts to address the scope of work, including outcomes of those efforts.

**Questions For The Expert Panel:** Provide three or four specific questions about the affected site or area for the panel to address.

**Leadership Support:** Provide a letter from the municipality in support of the TAP process agreement with the criteria outlined in this application. Letters of support from local businesses and/or community-based organizations are encouraged but are not required.

**Questions? Please contact Sofia Guerrero  
at [sofia.guerrero@uli.org](mailto:sofia.guerrero@uli.org) or 917.773.8834**