



ARC *READY* Local Governments Training Program

Frequently Asked Questions Federal Fiscal Year 2026

Application Deadline: Friday, July 31, 2026 at 5:00 p.m. ET

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Eligibility

1. What entities are eligible to apply for the *READY* Local Governments Training Program?

An eligible “local government” for the purposes of this program means a borough, city, county, municipality, parish, town, township, or federally recognized Indian tribe in the [423 county Appalachian Region](#). Local governments serving [economically distressed counties and areas](#) are encouraged to apply. Additionally, local government entities with limited resources, those in remote areas of the region, and those ARC has not worked with before, are encouraged to apply.

2. Is a letter from our local government's highest-ranking official required as part of our application submission?

Yes. To be eligible for selection the applicant must submit a letter from the local government entity's highest-ranking official (e.g., Mayor, County Commissioner, City Manager, etc.) with their application, confirming the entity's intent to participate in the program and commitment to the attendance and participation requirements as described in the [Notice of Solicitation of Applications](#) (NOSA). Applicants must upload this letter within the application platform (i.e., the letter will not be accepted through other means) and applications without this letter will be disqualified.

3. If my local government participated in a prior iteration of the *READY Local Governments* training program, are we eligible to apply?

No, local governments that participated in (i.e., were selected for) prior *READY Local Governments* rounds are ineligible to apply and will be disqualified.

Training Program Participants

4. How many local governments will be selected to participate in the training program?

The training program is available to two participants from up to 60 local governments, or 120 total participants.

5. Who is an appropriate participant for the *READY Local Governments Training Program*?

Each selected local government entity is required to have two participants in the training program. The first participant should be a staff member or elected official who works or will work on grants application and/or grants management as a part of their work for the local government entity. The second participant should be a staff member, elected official or other individual selected at the discretion of the local government. Local governments are encouraged to examine their internal abilities to meet their communities' economic needs when determining the second participant. ARC suggests that the first participant (primary) be an individual with a leadership role in the local government entity, but this is not a requirement and will not affect application scoring. ARC also suggests that both participants have some grants management-related job responsibilities at the entity.

6. Do both participants' names need to be identified in the application?

Yes, both participants must be identified in the application as well as their organizational positions/titles and contact information.

7. We are a small town and do not have a second staff member to serve as the secondary participant. Can this requirement be lifted?

Each local government is required to have two participants in the training program. If you are having difficulty identifying a second participant, please reach out to Strategic Consulting Partners at READYLG@yourstrategicconsultant.com for assistance.

Attendance, Participation, Time Commitments

8. Do the first and second participant need to attend the same session? Furthermore, are we able to switch out the dates/times we attend? For example, if selected for Group A, could we attend Group B if it works better for our schedule that week?

Yes, the first and second participant must attend the same group session (A or B) and they will be assigned to the same cohort. Participants are not able to switch out the dates/times of attendance; they will need to attend with the group (A or B) that they select at the beginning of the program.

Training Program Structure and Format

9. Will the training be virtual?

Yes. Training sessions and one-to-one consultations are delivered virtually via Zoom.

10. How long are the training sessions?

There are seven training sessions and two one-to-one consultations. The seven training sessions will last three hours each (Session 1 is 3 hours and 15 minutes). The two one-to-one consultations will last one hour each.

11. Will the sessions be delivered in real-time or are they pre-recorded?

The sessions will occur in real-time, and participants must join the session at the scheduled day and time that their organization is assigned. Group session assignments cannot change once the training program begins. Every participant is expected to actively participate. It is imperative that primary and secondary participants join the sessions with the cohort they are assigned. There is no asynchronous training in this program.

12. Will my local government get our first choice for schedule options?

Every attempt will be made to provide participating local governments with their preferred meeting day and time, but it is not guaranteed.

13. Do both participants have to submit a training application?

No, only one application per local government is allowed (you will identify both participants from your organization on this application).

Application Questions

How to Apply & Application Troubleshooting

14. How can entities prepare to complete the application?

A [PDF of the application submission form](#) is available for review prior to starting the electronic application. Entities should be prepared to answer questions about their local government related to the following categories: local government information, needs assessment, community impact, and participant information. Having access to local government information is necessary to complete the application in its entirety. You will be able to save your work and come back to your application prior to submitting it.

15. How long should it take to fill out the application online?

This process will be different for each local government, but the expected time to complete the application is estimated to be approximately one hour.

16. Will technical assistance be available for potential applicants before the submission date?

Yes, the program administrators hosted a pre-application webinar which was recorded. To view the recording and access additional resources, [click here](#). Applicants can also email the [Help Desk](#) for technical assistance for their application through July 31, 2026 at 5:00 p.m. ET.

17. Who should complete the application for my local government?

The application must be completed by an authorized representative of the local government. To complete the submission process, whoever fills out the application will be asked to verify the accuracy of all the information provided.

18. Do we need to create a user account to access and submit the application?

Yes, the [submission portal](#) requires a user account to be created. The username is a valid email address and the password must have at least 10 characters, one lowercase letter, one uppercase letter, one number, one symbol, and not be based on a dictionary word. The submission portal web address is: https://my.reviewr.com/site/readylg_2026.

19. Can users save their progress in the application and return to complete it at a later time?

Yes, the application will be saved within the submission portal. The user will return to the submission portal and enter their username (email) and password in the “Have an existing account?” sign-in box. If the user has forgotten their password, there is a “Forgot password?” link for resetting the password.

20. Can users change or update the application contents once the application has been submitted?

No, once the application has been submitted, no further changes or edits can be made. The submitted application may be printed via the submission portal.

21. Are hardcopy applications available to complete for the *READY Local Governments Training Program*?

No, the application can only be completed electronically via the submission portal. Faxed, mailed, or emailed applications will not be accepted.

22. What is the deadline for submitting the application?

All applications are due July 31, 2026 by 5:00 p.m. ET. Late submissions will not be accepted.

Assessment & Selection

23. When will I know if I have been selected to participate?

All applicants will be notified about selection by email during the week of September 7-11, 2026. Please monitor the inbox and spam folder of the primary applicant’s email address.

Grant Program

24. What are the eligibility requirements to apply for the up to \$50,000 grant opportunity?

To be eligible for the grant opportunity, local government participants must first successfully complete the training program and meet the stipulated requirements for participation and attendance. Please refer to the “Training Program Attendance and Grant Eligibility” section of the [NOSA](#) for more information.

25. Will I need to submit a separate application for grant funding?

Yes. Grant application information and forms will be released at a later date. Grant opportunity information will only be shared with participants who

successfully complete the *READY Local Governments* Training Program. ARC solely reserves the right to accept or reject any or all applications received in response to the NOSA.

26. Our local government is interested in participating, but grant funding restrictions (e.g., no construction costs) have led us to question whether this is the right opportunity for us. Should we still apply?

Per Pages 8-9 of the [NOSA](#), the grant program exclusively funds organization-focused projects as described in the [ARC Community Resources and Skill-Building Project Guidance](#) document. However, training program content includes a variety of pre- and post-award topics related to federal grants. Sessions will focus on principles that apply broadly across federal grant opportunities, rather than focusing on any one particular grant opportunity or project. Participants will be able to leverage their knowledge gained from the robust training program to secure a variety of federal grant awards addressing equally varied project needs, including those outside of the *ARC READY Local Governments* grant.

Technology Requirements

27. What browser should be used when accessing the application portal?

The application portal supports the following browsers:

- Google Chrome (latest version recommended)
- Microsoft Edge (latest version recommended)
- Mozilla Firefox (latest version recommended)
- Safari (latest version recommended)

ARC and *READY Appalachia*

28. By applying for *READY Local Governments* am I applying for enrollment in a training program or to receive a grant?

Under this NOSA, applications are specifically for participation in the training program only. Then, after successful completion of the training program, ARC will provide details about applying for a grant of up to \$50,000.

29. How can our organization be informed about ARC's other offerings?

To stay up to date on the latest ARC news, including the release of new opportunities and resources, [sign up for our weekly email newsletter](#), *In the Region*.

30. Is this an annual program that is offered each year? Will there be another round at a later date?

Currently, there are no planned future offerings under *READY Appalachia*. However, you can view past *READY* training curricula, which have been revised to serve as self-guided study materials, on ARC's website. View our [community foundations curriculum](#), [nonprofits curriculum](#), and [local governments curriculum](#).