

April 8, 2026

Building with CHIP

Project Readiness & Pre-Development Workflow

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Vermont League of Cities and Towns



Today's Topics

- What pre-development is and why it matters
- Pre-development activities
- VLCT's CHIP IN VT assistance program
- Panelists' perspectives and best practices
- Q&A





Pre-Development: What It Is & Why It Matters

Pre-development evaluates:

- Is a potential project feasible?
- Does it align with local goals?
- Is it eligible under CHIP?

Pre-development helps you:

- Identify risks early
- Clarify expectations with developers
- Build the foundation for a strong CHIP application

CHIP IN VT

Pre-development is due diligence to set you and the project up for success.



Pre-Development Activities

1. Project identification & early screening
2. Key roles and responsibilities for the municipality's project team
3. Early-stage data, analysis & baseline documentation
4. Evaluating financial feasibility & understanding funding gaps
5. Requirements for defining a project area and ensuring statutory compliance
6. Early community engagement & stakeholder alignment



VLCT's CHIP IN VT Assistance

Available Assistance

- Multi-year webinar series
- Drop-in office hours
- Online resource library
- Targeted assistance for applications
- Peer learning opportunities & small group support

Online Resource Library

- Best practices & case studies
- Checklists, guides & toolkits
- Grants and funding options
- Templates & models
- Study outlines & examples
- FAQs



Check out our growing resource library at vlct.org/chip.



VLCT's CHIP IN VT Webinars

Date	Topic
Feb 19	Introducing CHIP
Apr 8	Building with CHIP: Project Readiness and Pre-development Planning
June 3	Understanding Property Valuation and Tax Increment Projections
July 8	Generating Community Buy-in for Public-Private Partnerships
Sept 2	Risk Management for Public-Private Partnerships
Nov 11	Building Community Support



The recorded CHIP IN VT webinar series is posted in the VLCT Resource Library at <https://www.vlct.org/resource-library>.



Today's Panelists

Alex Armani-Munn

Executive Director, Addison County Economic Development Corporation

Samantha Dunn

Founder and Principal, All at Once, LLC.

Shannon Barsotti

Assistant Town Manager and Community Development Director,
Town of Bennington



CHIP IN VT

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- Vermont League of Cities and Towns, \$10,000 (2%)



Have Questions?

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Visit

<https://www.vlct.org/CHIP>

