



Application for Financial Assistance

Company Information

Company Name:	
Address:	
Primary Contact:	
Phone:	Email:
Corporate Leadership Team:	

Owners/Members/Shareholders/Partners of the business:
In business since:
Entity to receive financial assistance:
Officers/Ownership Structure of Corporate Entity to receive financial assistance:

Current Full Time Employees:	Current Part Time Employees:
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Estimated number of jobs to be created in next (1) year:
Estimated number of jobs to be created in next (2) year:
Estimated number of jobs to be created in next (3) years:

Average wage of jobs to be created:	Total estimated annual payroll:
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Property address where improvements will be made:
Parcel Number:

Detail of Project Improvements

Please provide a detailed explanation of your project with attachments as needed to fully explain information. At a minimum, the following information must be provided.

General description of improvements to be made:

Brief history of the company:

Project specifications (lot size, building size/square footage, description of the site and usage, etc.)

General intended use of property:

Total dollar investment:

Estimated project start date (month/year):

Estimated project completion date (month/year):

Project Team (Please include a listing of your total project team including engineer, architect, attorney, builder, etc.):

Description of the Project Budget

Note: All real estate projects should provide a financial proforma. A template can be provided separately for use. The above budget outline is provided for general reference. More specific breakouts may be attached.

Project Budget	
USE OF FUNDS	COST
Building Cost	
Site Costs	
Construction Costs	
Land Costs	
Architectural/Engineering	
Legal/Accounting	
Development Fee	
Reserves	
Total Uses (should match total sources)	

Source of Funds				
Source	Amount	Form (Loan, Grant, Private, Tax Credits, etc.)	Commitment Status (Loan, Grant, Private, Tax Credits, etc.)	Conditions/Additional Information
TIF Rebate				
Bank Loan				
Cash/Equity				
State Workforce Housing Tax Credits				
Federal Historic Tax Credits				
Refund of Sales & Use Tax				
Other Local Incentives				
Cost of Monetizing Credits				
Funding Gap				
Total Sources				

Other Property Information		Property Value/Tax	
Annual Rent Increase		Building Site Value (Current)	
Annual Property Cost Increase		Building/Site Value (Completed)	
Realization on Monetizing Credits			
Residential Occupancy Rate			
Commercial Occupancy Rate			
Investor Tax Credit Flow Thru			

Monthly Property Costs		Lease Rates (if applicable)		
Utilities	Cost	Residential Rates		
Maintenance		# of bedrooms	# of units	Monthly Rate
Management				
Insurance				
Reserves		Commercial Rates		
Other		Square Feet		
Other		Price/Square Foot		

Additional Considerations	
Item	Cost
ADA Improvements (Rehab only)	
Brownfield Remediation Costs	
Historic preservation related expenses	
Safety Improvements (non-code required)	
Other	

Additional Explanation

Alignment with City Strategic Priorities (Check all that apply)

- Enhance Downtown District
- Grow business in the community
- Support arts, culture, and recreation opportunities
- Support Early childhood development initiatives
- Increase housing stock and quality housing options
- Grow taxbase and create or retain quality jobs

TIF Strategy: Consistent with URA Purpose Statement and:

- Address Public Safety Hazard
- Expand or Diversify Employer base
- Expand, Diversify, or accelerate Tax base
- Eliminate Barriers to housing
- Meet identified community need. Fill a gap in the community such as restaurants/food establishment
- Remediate Brownfield
- Highest and best use
- Density/height
- Support development (infrastructure)
- Achieve public purpose as on city plans
- Redevelopment of underutilized/or blighted
- Quality Design