

PROJECT APPLICATION (CITY OF EUDORA, KS)

A. APPLICANT INFORMATION

Name of Corporation/Partnership _____
Date of Request _____
Address _____
Primary Contact _____
Address _____
Phone _____ Fax _____ E-mail _____

B. Name and addresses of all persons or corporations who would be obligated as either applicant or personal guarantors of subsidy:

Name: _____
Address: _____
Name: _____
Address: _____
Name: _____
Address: _____

C. Name and addresses of the principal officers and directors of the applicant:

Name: _____
Address: _____
Name: _____
Address: _____
Name: _____
Address: _____

D. Applicant's Attorney

Name _____
Phone Number _____

E. Applicant's Financial Advisor

Name _____
Phone Number _____

F. Applicant's Accountant

Name _____
Phone Number _____

G. Requested Subsidy:

Category:	Source/Type/Description:	Requested Amount
Tax Increment Financing		\$
Tax Abatement		\$
Transportation Dev District (TDD)		\$
Community Improvement District (CID)		\$
Industrial Revenue Bonds		\$
Economic Development Grant		\$
Economic Development Loan		\$
Other – Public Improvements		\$
TOTAL REQUEST		\$

H. Complete Project Sources and Uses:

Sources:

Private Bank Loan	\$
Private Equity	\$
State/Local Loan/Grant Funds	\$
Tax Increment/Tax Abatement	\$
TDD/CID	\$
Other (specify _____)	\$
Total Sources:	\$

Uses:

Land Acquisition	\$
Building Construction/Reconstruction	\$
Machinery/Equipment	\$
Site Improvements	\$
Installation of Public Utilities	\$
Parking Improvements	\$
Legal/Financial Costs	\$
Surveying/Platting/Permitting	\$
Other (specify _____)	\$
Total Uses:	\$

I. Use of Subsidy:

Amount requested for purchase of land:	\$ _____
Amount requested for building:	\$ _____
Amount requested for equipment:	\$ _____
Amount requested for site improvements:	\$ _____
Amount requested for public utilities:	\$ _____
Working capital:	\$ _____
Other (specify): _____	\$ _____
TOTAL REQUEST	\$ _____

J. Project Details:

1. Include the following project details on a separate sheet:

- # of housing units, type of housing units, size of housing units, etc
- breakdown of commercial square footage, i.e., office, retail, manufacturing, industrial, hospitality, entertainment, etc
- cost per square footage of construction of each type of housing unit and each type of commercial use
- commencement and completion for each project component, include site improvements and public infrastructure
- dates for sale or lease of units, occupancy start, and full occupancy, etc
- estimated appraised value of project when complete, separated by use
- describe how the property will be subdivided by uses
- estimated taxable sales per s.f. of retail, hospitality, etc.

2. Name and address of Contractor _____

Name and address of Architect: _____

3. What type of equipment will be financed, if any? _____

4. If the applicant will be in direct competition with local firms,

(a) name of firms: _____

(b) describe nature of the competition: _____

K. Project Operations:

1. Provide the following operating assumptions on a separate sheet:

- For property to be leased, provide the estimated lease rates by type, lease type, lease term, etc. (separate commercial uses from residential uses)
- For property to be sold, provide the estimated gross sales price (and per unit or per s.f. measure) and cost of sales (separate commercial from residential uses)
- Include detail of annual operating expenditures, separate commercial from residential uses
- Prepare pro-forma statements through ten (10) years of operation beginning from initial construction, including revenue projections, operating expense projections, and a debt amortization schedule. Include hypothetical sale in the 10th year.
- Prepare pro-forma statements with and without the requested subsidy

L. Subsidy Analysis:

1. Detail the need for the subsidy, the benefit to the applicant of the subsidy _____

2. Has additional financing, whether internally generated or through other loans, been arranged? (If yes, explain on an attached sheet) _____

3. Has the applicant investigated conventional financing? What are the proposed terms? _____

M. Proposed Location/Timing of Construction:

1. Location of the project: _____
2. What percentage of the building will be occupied by the applicant? _____
3. Is the project properly zoned? _____
4. If a zoning change is pending, cite application number and present status. If application has not been made, briefly describe what change will be needed and plans for submitting application:

5. If unusual demands for water or sewer services or police or fire protection will be made, specify the demands:

N. Ownership and Management:

1. Describe the development company, ownership, affiliated/partner companies (identify membership entities):

2. What portion of the project is being financed from other affiliate or partner funds?

\$

Please Explain

3. Will portions of the project be sold to other entities? If so, please explain

4. Describe all threatened or pending/outstanding litigation and legal claims or regulatory issues:

Disclosure items:

Has the applicant or any affiliated party defaulted on a real estate obligation? _____

Has the applicant or any affiliated party declared bankruptcy? _____

Has the applicant or any affiliated party had judgments recorded against them? _____

If the answer is yes to any of the above, please explain.

O. Job Creation Detail:

Type of Job	No. of this Type	Average Annual Wage
Professional	_____	_____
Technical	_____	_____
Clerical	_____	_____
General Labor	_____	_____
Other: (specify _____)	_____	_____
What is the total Annual Payroll?		_____

P. Financial Capacity:

1. Provide copies of applicant's financial statements (balance sheets and income statements) for the past three years certified as correct by the owner or an authorized officer (or audited) and current (year to date)
2. Provide current (year to date) and three years historical financial statements (balance sheets and income statements) for the affiliated/partner entities, to demonstrate financial capacity
3. Provide last three years income tax returns for development principals, if applicable.
4. Audited financials are required, and if not available, provide an explanation.
5. Letter from the primary lender(s) stating the amount of conventional financing available for the project

Q. References and Relevant Experience:

1. Provide names and locations of recent comparable projects
2. Provide private, public, and non-profit sector references from comparable projects. Please include names of government contacts with which the developer worked, if applicable.
3. Include three relevant experiences.

R. Applicant should be aware that additional financial data shall be required if requested by the City Manager, City Attorney or other persons authorized by the City of Eudora, Kansas.

Your signature below verifies the accuracy and completeness of all representations made in this application.

Signature

Date

Title