

Delaware County Finance Authority (DCFA) Project Application

Date Application Completed by Applicant: _____

Date Received by the DCFA: _____

Instructions:

The following information must be submitted with this application before legislative action may be taken:

- Narrative history of existing businesses or proposed business
- Site plan or expansion plan (if available)
- Project description
- Projected budget of project
- Any other information that you feel will assist in the review of your project
- Please submit completed application and application fee to the Delaware County Finance Authority; 91 N. Sandusky Street, Delaware, OH 43015 Application may be emailed to delcofinanceauthority@co.delaware.oh.us

A. Type of Assistance Desired *(If unknown, please leave blank. Please check all that apply.)*

____ Capital Lease/Sales Tax Waiver Program

____ Tax-Exempt/Conduit Bonds (ex. PACE, TIF)

____ Bond Fund Program

B. Applicant Company/User

Name of Company/User: _____

Name of Applicant *(if different)*: _____ Relationship to Company/User: _____

Company/User Street Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Federal Tax ID Number *(Company/User)*: _____ Federal Tax ID Number *(borrower, if different)*: _____

C. Existing Business Information

Business Type: _____ Principle Product/Service: _____

Date established: _____ Number of Employees: _____ Four Digit SIC #/NAICS Code: _____

D. Description of Proposed Project

Project Name: _____

Location: _____

Street Address: _____

City/Local Jurisdiction: _____

State: _____ Zip: _____ School District Code: _____ Local Taxing District: _____

Is this a relocation of an existing business? ____ Yes ____ No If yes, from where? _____

Note: A full-time employee is defined as one employee working a 40-hour workweek, year round.

How many jobs will be relocated to the County? Full-time: _____ Part-time: _____

If located in the County, how many jobs will be retained? Full-time: _____ Part-time: _____

How many new jobs will be created in the County? Full-time: _____ Part-time: _____

How many new jobs will be created in the State? (3 year period) Full-time: _____ Part-time: _____

How many construction jobs will be created? Full-time: _____ Part-time: _____

What will be the total new payroll associated with the project? _____

Project Description *(This section may refer to attached information and should include any existing/past economic development incentives):*

Products/Services to be provided: _____

E. Project Budget

Project Costs:

Land	\$ _____	On-Site Improvements	\$ _____
Building	\$ _____	Off-Site Improvements	\$ _____
Tenant Improvements	\$ _____	Estimated Construction Materials	\$ _____
Other (ex. Tap fees, break out if applicable)			
\$ _____			
Total Project Costs	\$ _____		

Project Funding:

Owner Equity	\$ _____	Requested Local Sources Funding	\$ _____
Other (Break out if applicable) \$ _____			
Total Project Funding	\$ _____		

F. Principal Officers/Owners (If they are required for the business to enter into legally binding agreements)

Name: _____	Title: _____
Percent Ownership: _____	Address (If different from the company): _____
Name: _____	Title: _____
Percent Ownership: _____	Address (If different from the company): _____

G. Participating Lender(s) (If applicable)

Lending Organization: _____	Phone: _____
Lending Organization: _____	Phone: _____
Lending Organization: _____	Phone: _____

H. Time Frame

Project Start Date: _____	Requested Financing/Program Needed By: _____
End date: _____	

I. Signage

Projects assisted by the Delaware County Finance Authority shall agree to allow DCFA signage to be placed at the Project site.

J. Fees

A non-refundable Application Fee of \$2,500.00 must be submitted to the DCFA with the application before the Project is taken under consideration by the Board or any committee of the DCFA. Other fees, such as Closing Fees and Legal Fees, shall be negotiated and defined in the subsequent Term Sheet to be executed by the Applicant and the DCFA at a later date.

K. Indemnification

The Applicant agrees to indemnify the DCFA for all costs and liability associated with the transaction.

Please note that this document likely constitutes a public document, therefore it and its contents would likely be subject to a public records request. This application does not serve as an agreement between the Delaware County Finance Authority and the Applicant. If the parties choose to enter into an Economic Development Agreement, the terms of the final agreement will govern and not information that is provided in this application; specifics regarding incentives, income thresholds and length of terms will be addressed in the final agreement. This application is subordinate to the final agreement. _____ (Please initial)

Printed Name of Applicant

Signature of Applicant

Date