

N.W. 7th Avenue Corridor Community Redevelopment Agency
Commercial Improvement Grant Program
Grant Application



APPLICANT INFORMATION

NAME OF APPLICANT(S): _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE(S): _____

BUSINESS INFORMATION

LEGAL NAME OF BUSINESS: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

BUSINESS PHONE: _____ FAX: _____

FEDERAL TAX ID#: _____ DATE ESTABLISHED: _____

SOLE PROPRIETORSHIP: _____ CORPORATION: _____ PARTNERSHIP: _____

CONTRACT FOR DEED: _____ MORTGAGE PRINCIPAL: \$ _____

LESSEE: _____ TERMS OF LEASE: _____

OWNERSHIP INTEREST OF ALL PARTIES NAMED ON TITLE:

NAME: _____ INTEREST: _____

NAME: _____ INTEREST: _____

NAME: _____ INTEREST: _____

PROPERTY INFORMATION

ESTIMATED DATE OF BUILDING CONSTRUCTION: _____

ESTIMATED CURRENT TAX MARKET VALUE: _____

NUMBER OF STORIES: _____ NUMBER OF BUSINESSES: _____ NUMBER OF BUILDINGS: _____

NUMBER OF APARTMENTS: _____ HAS THIS BUILDING BEEN HISTORICALLY REGISTERED? _____

DOES THIS BUILDING HAVE ANY CODE ENFORCEMENT VIOLATIONS? _____ LEINS? _____

PROJECT INFORMATION

BRIEF DESCRIPTION OF PROPOSED PROJECT:

ESTIMATED PROJECT COSTS

Improvements eligible for grant funding eliminate specific conditions detrimental to public health and safety.

EXTERIOR/FAÇADE		ESTIMATED COST	
INTERIOR		ESTIMATED COST	
ELECTRICAL		ESTIMATED COST	
PLUMBING		ESTIMATED COST	
MECHANICAL		ESTIMATED COST	
FIRE SUPPRESSION		ESTIMATED COST	
CODE CORRECTIONS		ESTIMATED COST	
OTHER		ESTIMATED COST	

TOTAL ESTIMATED COST: \$_____

FUNDING INFORMATION

In order to qualify for CRA Grant funds, the CRA requires matching funds from the Grantee. Grants awarded in an amount up to \$50,000, requires a minimum 25 percent match of the total grant amount from Grantees. Grants awarded in an amount of \$50,000 and up shall be no more than 20 percent of the project cost, and will require the execution of a Community Benefits Agreement (CBA) from the Grantee.

TOTAL GRANT AMOUNT REQUESTED \$ _____

APPLICANT FUNDS \$ _____

ADDITIONAL SOURCES OF FUNDING \$ _____

NAME OF FINANCIAL INSTITUTION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT PERSON: _____ PHONE # _____

Applicant Business Evaluation Form

SMALL GRANT CATEGORY - GRANTS OF \$50,000 OR LESS

Points

The Applicant Business - Background

1. How many years has the applicant business been in operation? _____
 0-3 Years (5) 3-5 Years (10) 5-10 Years (15) 10+ Years (20)
2. Years of experience of majority business owner in the applicant business: _____
 0-3 Years (5) 3-5 Years (10) 5-10 Years (15) 10+ Years (20)
3. Is the applicant business a Minority or Women Owned (MWBE) Qualified Business? _____
 No (0) Yes (20)

Jobs & Job Creation in the Applicant Business

4. How many new jobs will be created as a result of the CRA grant? _____
 1-5 (5) 5-10 (10) 10-15 (15) 15+ (20)
5. How many of your current employees at the applicant business earn more than \$41,000 per year? _____
 0-25% (5) 25-50% (10) 50-75% (15) 75-100% (20)
6. In the applicant business, how many new jobs that pay more than \$41,000 per year will be created using the grant? _____
 0-25% (5) 25-50% (10) 50-75% (15) 75-100% (20)
7. What percentage of current positions in the applicant business require more than a high school education? _____
 0-25% (5) 25-50% (10) 50-75% (15) 75-100% (20)
8. What percentage of the new jobs created with the grant will require more than a high school education? _____
 0-25% (5) 25-50% (10) 50-75% (15) 75-100% (20)
9. List the number of current employees and new jobs created in the applicant business, by occupation (See Definitions)

Professional	(No. of jobs X 10 Points)	_____
Technicians	(No. of jobs X 8 Points)	_____
Sales	(No. of jobs X 6 Points)	_____
Office and Clerical	(No. of jobs X 4 Points)	_____
Craft Worker (skilled)	(No. of jobs X 2 Points)	_____
Operatives (semi-skilled)	(No. of jobs X 2 Points)	_____
Laborers (unskilled)	(No. of jobs X 2 Points)	_____
Service workers	(No. of jobs X 2 Points)	_____
10. Is the applicant business in one of the Advanced Industries Sectors? (See Definitions) _____
 No (0) Yes (20)

Investment & Use of Funds

11. Total Project Investment in which CRA funds will be applied (see matching funds requirement) _____
 0 - \$50,000 (5) \$50,000 – \$500,000 (10) \$500,000 - \$ 5M (15) \$5M + (20)
12. Calculate the amount of CRA Grant funds requested per new job created _____
 \$15,000 or more (5) \$10,000 - \$14,999 (10) \$5,000 – \$9,999 (15) \$4,999 or less (20)
13. Calculate the CRA funding requested as a percentage of the total project investment (CRA funding/Total Project Cost) _____
 50-75% (5) 25-50% (10) 10-25% (15) less than 10% (20)

Operational Readiness

14. Is the applicant business permitted by County Zoning to operate on the property? _____
 No (0) Yes (20)

TOTAL _____

Applicant Business Evaluation Form

LARGE GRANT CATEGORY - GRANTS OF \$50,000 OR MORE

Points

The Applicant Business - Background

1. How many years has the applicant business been in operation?

0-3 Years (5)

3-5 Years (10)

5-10 Years (15)

10+ Years (20)

2. Years of experience of majority business owner in the applicant business:

0-3 Years (5)

3-5 Years (10)

5-10 Years (15)

10+ Years (20)

3. Is the applicant business a Minority or Women Owned (MWBE) Qualified Business?

No (0)

Yes (20)

Jobs & Job Creation in the Applicant Business

4. How many new jobs will be created as a result of the CRA grant?

1-5 (5)

5-10 (10)

10-15 (15)

15+ (20)

5. How many of your current employees at the applicant business earn more than \$41,000 per year?

0-25% (5)

25-50% (10)

50-75% (15)

75-100% (20)

6. In the applicant business, how many new jobs that pay more than \$41,000 per year will be created using the grant?

0-25% (5)

25-50% (10)

50-75% (15)

75-100% (20)

7. What percentage of current positions in the applicant business require more than a high school education?

0-25% (5)

25-50% (10)

50-75% (15)

75-100% (20)

8. What percentage of the new jobs created with the grant will require more than a high school education?

0-25% (5)

25-50% (10)

50-75% (15)

75-100% (20)

9. List the number of current employees and new jobs created in the applicant business, by occupation (See Definitions)

Professional

(No. of jobs X 10 Points)

Technicians

(No. of jobs X 8 Points)

Sales

(No. of jobs X 6 Points)

Office and Clerical

(No. of jobs X 4 Points)

Craft Worker (skilled)

(No. of jobs X 2 Points)

Operatives (semi-skilled)

(No. of jobs X 2 Points)

Laborers (unskilled)

(No. of jobs X 2 Points)

Service workers

(No. of jobs X 2 Points)

10. Is the applicant business in one of the Advanced Industries Sectors? (See Definitions)

No (0)

Yes (20)

Investment & Use of Funds

11. Total Project Investment in which CRA funds will be applied (see matching funds requirement)

0 - \$50,000 (5)

\$50,000 – \$500,000 (10)

\$500,000 - \$ 5M (15)

\$5M + (20)

12. Calculate the amount of CRA Grant funds requested per new job created

\$15,000 or more (5)

\$10,000 - \$14,999 (10)

\$5,000 – \$9,999 (15)

\$4,999 or less (20)

13. Calculate the CRA funding requested as a percentage of the total project investment (CRA funding/Total Project Cost)

15-20% (5)

10-15% (10)

5-10% (15)

less than 5% (20)

Operational Readiness

14. Is the applicant business permitted by County Zoning to operate on the property?

No (0)

Yes (20)

TOTAL

7th Avenue CRA Business Innovation Investment Grant Application

Occupational Categories Definitions (Question 9)

- **Professional** – Occupants requiring either college graduation or experience to provide a comparable background includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, professional and labor relations workers, physical scientists, physicians, social scientists, teachers and kindred workers.
- **Technicians** – Occupants requiring a combination of basic scientific knowledge and manual skill which can be obtained through 2 years of post-high school education including many technical institutions and junior colleges or through equivalent on the job training. This includes: computer programmers and operators, drafters, engineering aides, junior engineers, mathematic aides, licensed practical or vocational nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic physical science) and kindred workers.
- **Sales** – Occupants engaging wholly or primarily in direct selling. This includes: advertising agenda and sales workers, insurance agents and brokers, real estate agents and brokers, sales workers, demonstrators and retail sales workers and sales clerks, grocery clerks and cashiers and kindred workers.
- **Office and Clerical** – Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. This includes: bookkeepers, cashiers, collectors (bills and accounts), messengers and office helpers, office machine operators, shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators and kindred workers.
- **Craft Worker (skilled)** – Manual workers of relatively high level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. This includes: the building trades, hourly paid supervisors and lead operators (who are not members of management), mechanic and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, tailors and kindred workers.
- **Operatives (semi-skilled)** – Workers who operate machines or other equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. This includes: apprentices (auto mechanics, plumbers, electricians, machinists, mechanics, building trades, metal working trades, printing trades, etc.), operatives, attendants (auto service and parking) plasters, chauffeurs, delivery workers, dress makers and sewers (except factory), dryer's furnaces workers, heaters (metal), laundry and dry cleaning, operatives, milliners, mine operatives and laborers, motor operators, pliers and greasers (except auto), painters (except construction and maintenance), photographic process workers, boiler tenders, truck and tractor drives, weavers (textile), welders and flame metals workers and kindred workers.
- **Laborers (unskilled)** – Workers in manual occupations which generally require no special training perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. This includes: garage laborers, car washers and greasers, gardeners (except farm) and groundskeepers, stevedores, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operations and kindred workers.
- **Service workers** – Workers in both protective and non-protective service occupations. This includes: attendants (hospital and other institutions, professional and personal service, including nurses' aides and orderlies), barbers, chair workers and cleaners, cooks (except household), counter and fountain workers, elevator operators, firefighters and fire protection guards, door keepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses and kindred workers.

7th Avenue CRA Business Innovation Investment Grant Application

Advanced Industries Definitions (Question 10).

	4-Digit NAICS Code	Industry Title
MANUFACTURING	3241	Petroleum and Coal Products*
	3251	Basic Chemicals
	3252	Resins and Synthetic Rubbers, Fibers, and Filaments
	3253	Pesticides, Fertilizers, and Other Agr. Chemicals
	3254	Pharmaceuticals and Medicine
	3259	Other Chemical Products*
	3271	Clay Products
	3279	Other Nonmetallic Mineral Products
	3311	Iron, Steel, and Ferroalloys
	3313	Aluminum Production and Processing
	3315	Foundries
	3331	Agr., Construction, and Mining Machinery
	3332	Industrial Machinery
	3333	Commercial and Service Industry Machinery
	3336	Engines, Turbines, and Power Trans. Equipment
	3339	Other General Purpose Machinery
	3341	Computers and Peripheral Equipment
	3342	Communications Equipment
	3343	Audio and Video Equipment
	3344	Semiconductors and Other Electronic Components
	3345	Navigation, Measurement, and Control Instruments
	3346	Magnetic and Optical Media
	3351	Electric Lighting Equipment*
	3352	Household Appliances*
	3353	Electrical Equipment*
	3359	Other Electrical Equipment and Components*
	3361	Motor Vehicles
	3362	Motor Vehicle Bodies and Trailers
	3363	Motor Vehicle Parts
	3364	Aerospace Products and Parts
	3365	Railroad Rolling Stock
	3366	Ship and Boat Building
	3369	Other Transportation Equipment
	3391	Medical Equipment and Supplies
	3399	Other Miscellaneous
ENERGY	2111	Oil and Gas Extraction*
	2122	Metal Ore Mining
	2211	Electric Power Generation, Trans., and Distribution
SERVICES	5112	Software Publishers
	5152	Cable and Other Subscription Programming
	5172	Wireless Telecommunications Carriers
	5174	Satellite Telecommunications
	5179	Other Telecommunications
	5182	Data Processing and Hosting*
	5191	Other Information
	5413	Architecture and Engineering
	5415	Computer Systems Design
	5416	Mgmt., Scientific, and Technical Consulting
	5417	Scientific Research and Development
	6215	Medical and Diagnostic Laboratories

REQUIRED ATTACHMENTS

1. Financial statements - Provide balance sheets and income statements for the past two years
2. Personal financial statements of all principals
3. Current satisfactory credit report of owners/partners
4. Corporate resolution (if applicable)
5. Completed W-9 form
6. Most current property tax statement
7. Letter from the county clerk verifying that there are no outstanding judgments or tax liens against the property
8. Architectural renderings

I/We declare that the information provided on this application and the accompanying attachments is true and complete to the best of my/our knowledge. I/We understand that any intentional misstatements will be grounds for disqualification and that the NW 7th Avenue CRA has the right to verify this information. I/We agree to provide the CRA and its agents reasonable access to information and reasonable access to the construction project site so that they may monitor project implementation.

APPLICANT(S):

DATE _____
DATE _____
DATE _____