

Application For

Financial
Assistance

N.F.C. Development Corporation

City of Niagara Falls, NY

GENERAL INFORMATION

SECTION 1: DATA SHEET

A. PROJECT NAME:

PROJECT SITE:

B. APPLICANT ORGANIZATION

LEGAL NAME: D/B/A

STREET (NOT P.O. BOX)

CITY: ZIP: COUNTY:

PHONE: EXT. FAX: e-mail:

CONTACT NAME AND TITLE:

FEDERAL TAXPAYER I.D./ DUNS NUMBER

PARENT COMPANY NAME: (if applicable)

STREET (NOT P.O. BOX)

CITY: ZIP: COUNTY:

C. Name of Organization receiving funding (Complete this section only if applying for funds that will benefit another entity. If your application is for a group project, please provide the following information for each funding recipient on a separate sheet.)

LEGAL NAME: D/B/A

STREET (NOT P.O. BOX)

CITY: ZIP: COUNTY:

PHONE: EXT. FAX: E-MAIL:

CONTACT NAME AND TITLE:

FEDERAL TAXPAYER I.D./: DUNS NUMBER

PARENT COMPANY NAME:

STREET (NOT P.O. BOX)

CITY: ZIP: COUNTY:

- D.**
1. A. FORM OF BUSINESS BUSINESS CORPORATION
- SOLE PROPRIETORSHIP
- LIMITED LIABILITY COMPANY
- PARTNERSHIP
- SUBCHAPTER S CORPORATION
- B. IS THE COMPANY:
- MINORITY-OWNED YES NO
- WOMAN-OWNED YES NO
- (For a minority or Woman-owned Business, please attach a copy of your New York State Certification Letter.)
- C. CORPORATE DOCUMENTATION
- Please attach a copy of all business organization agreements; include names of principals and titles.
- If LLC: Also attach copies of 1) Articles of Organization & Filing Receipt, 2) Operating Agreement, 3) Certificate & Affidavit of Publication and Filing Receipt

2. A. IS THE COMPANY CURRENTLY SEEKING ANY OTHER PUBLIC ASSISTANCE? YES NO

B. HAS THE COMPANY EVER APPLIED FOR OR RECEIVED PRIOR NFC CORP. FUNDING? YES NO

(IF YOU ANSWERED "YES" TO EITHER 2a OR 2b, PLEASE DESCRIBE EACH PROJECT, ITS DATE, PURPOSE AND LOCATION, THE PUBLIC FUNDING REQUESTED/PROVIDED AND FROM WHICH AGENCY FOR WHICH PUBLIC ASSISTANCE WAS OR IS BEING SOUGHT.)

SECTION 2: COMPANY

Please provide a concise narrative describing the following:

- The Company's history.
- Pro forma balance sheet and profit/loss for three years
- A balance sheet and Profit/Loss statement for the previous three (3) years.
- Personal and business income tax statements for the past three (3) years
- Personal financial statement of principals

In response, you may reference and attach your **business plan**, annual report and other Company literature, if available.

SECTION 3: PROJECT ACTIVITIES

- A.** Describe the specific activities that will be undertaken and funded through the project. If the proposed project involves:
- **the construction or renovation of buildings or infrastructure improvements**, describe.
 - **the acquisition of machinery and equipment**, describe the equipment, where it will be installed, indicate whether it is new or used, whether it will be purchased or leased, its cost and its proposed uses.
Provide all supporting documentation. e.g.. Construction quotes, invoices, equipment quotes, etc.
- B.** Provide a time schedule for the project (e.g., consultant selection, draft report, design, site acquisition, construction start, time table, equipment installation, project completion date).

SECTION 4: JOB CREATION

Describe the type and number of existing full-time and part-time jobs and the number of each that will be created

SECTION 5: PROJECT BUDGET

- A.** Complete the following Project Budget with as much detail as is currently available, according to additional instructions on applicable attachment. Lengthen **Use of Funds** column as needed.

<u>USE OF FUNDS</u>		<u>SOURCES</u>		
		APPLICANT	NFC CORP.	/Other Sources
List Direct Costs:	List Direct Cost Amounts:			
	\$	\$	\$	\$
List Indirect/Soft Costs:	\$	\$	\$	\$
TOTAL	\$	\$	\$	\$

B. Attach commitment letters or letters of intent from each source of financing indicated (other than NFC).

SECTION 6: STATEMENT OF NEED & CRITERIA

Please provide an explanation of why NFC Development corporation assistance is being requested, using one or more of the following as a guide. Provide supporting documentation as applicable.

- Financing Gap: Sufficient funds cannot be obtained from other sources to complete the project without NFC Development corporation's assistance. (Include evidence that NFC's assistance is needed to subsidize, encourage, or leverage private investment.)
- Feasibility: The project cannot go forward on the basis of terms offered by private and/or public funding sources. (Indicate the expected terms that would be imposed by other sources and why these will not allow the project to proceed. Outline the terms that are required and explain how these will make the project feasible.)
- Attraction/Retention: The project will induce the formulation of a new business venture and investment in a target area, or encourage an existing enterprise to invest in a project that contributes to the redevelopment of the target area.
- Criteria: NFC Development corp. will consider projects that demonstrate the ability to deliver a viable project including the following general elements:
- Project cost must be a minimum of \$15,000. Eligible costs include demolition/renovations, remediation of existing structures, new construction and build-out, and new equipment purchases.
 - The Program will generally fund no more than \$200,000 or twenty percent (20%) of eligible project costs, whichever is less.
 - Project costs incurred prior to project approval by NFC Development Corp. may not be reimbursed.
 - Job creation consistent with program objectives

SECTION 7: ENVIRONMENTAL INFORMATION

If you need assistance understanding the State Environmental Quality Review Act ("SEQRA"), identifying a lead agency or obtaining and completing an appropriate Environmental Assessment Form, please contact the City of Niagara Falls Planning Department office at (716) 286-4477

1. Does your project involve any physical alteration to a site or to the exterior of a facility, change in the nature of the activity conducted at the project site or facility, or result in significant changes to the project site area's activity patterns? If "yes," answer question 2 below. If "no," skip question 2; your project may not require environmental review. (Your application will be reviewed to confirm this.) Yes No
2. Does your project involve:
- Acquisition of real estate? Yes No
 - Infrastructure improvements, other than extensions of existing distribution systems in approved subdivisions or site plans? Yes No
 - Renovation or new construction that will add more than 4,000 square feet or requiring a zoning or land use change with no other discretionary action? Yes No
 - Procurement of environmental regulatory permits? Yes No

If you answered "yes" to any of the above, your project must be reviewed under SEQRA by a lead agency. (A "lead agency" is a public entity principally responsible for undertaking, funding or approving a project. The lead agency will be the City of Niagara Falls.

- a. If your SEQRA review has already been completed, or is currently being conducted, attach the environmental assessment form ("EAF"), Negative or Positive Declaration and findings statement (if any).
- b. If your SEQRA review has not been completed, prepare and submit a short-form or long-form EAF as appropriate, for your project. (Short forms can generally be used for smaller, less complex projects, e.g., internal renovation and/or new construction on previously developed property where no change in use is involved. Long forms must be used for larger projects that affect a greater area and involve a number of issues, e.g., the alteration of 10 acres or more, parking for over 1,000 vehicles, or water usage in excess of 2 million gallons per day.)

SECTION 8:**MISCELLANEOUS**

1. Is the Company or any of the principals presently the subject of any litigation, or is any litigation threatened, which would have a material adverse effect on the Company's financial condition? Yes No
2. Has the company, any of its principals or any of its affiliates ever been involved in bankruptcy, a creditor's rights or receivership proceeding, or sought protection from creditors? Yes No
3. Has the company ever settled a debt with a lending institution for less than the full amount outstanding? Yes No
4. Has any senior manager or principal of the Company ever been convicted of any felony or misdemeanor, other than a minor traffic violation, or are any such charges pending? Yes No
5. Has the Company or any of its affiliates, been cited for a violation of federal, State or local laws or regulations with respect to labor practices, hazardous wastes, environmental pollution or operating practices? Yes No
6. Are there any outstanding judgments or liens pending against the Company other than liens in the normal course of business? Yes No
7. Is the Company delinquent on any New York State, federal or local tax obligations? Yes No

(NOTE: If your answer is "YES" for any of the above questions, please provide an explanation.)

8. Have all required permits been received? Yes No

SECTION 9:**CERTIFICATIONS****Certification of Applicant and Recipient**

The undersigned does/do solemnly affirm that to the best of my/our knowledge, information and belief, all statements in this Application, including all schedules, appendices and additional information submitted in connection herewith, are true and accurate. I/we hereby authorize the City of Niagara Falls NFC Development Corporation to order credit reports or other financial background information on the Company, and any individual or entity proposed as a guarantor, as may be necessary to provide the assistance requested.

Applicant Signature: _____ Date: _____

Print Name: _____ Title: _____

Beneficiary/Recipient Signature: _____ Date: _____

Print Name: _____ Title: _____

ATTACHMENT CHECKLIST

The following list is provided to help applicants ensure that all required information has been attached to the application before submission. **Most applicants will complete only a few of these attachments.** Please ask a NFC staff member for help if you are unsure which attachments are required in your case.

Section	Attachment Name/Type	Must be submitted if:
1D	NYS Certification Letter	Applicant is an MWBE
1D	Corporate Documentation	All applicants must submit
1D	Info on prior public applications/projects	Applicant has applied for or received public assistance
2	Company and market info	All applicants must submit
2	Business & personal tax returns	All applicants must submit
3A	Project description	All applicants must submit
3B	Project time schedule	All applicants must submit
4	Job Creation	All applicants must submit
5A	Project Budget	All applicants must submit
5B	Commitment/intent letters	All applicants must submit
6	Statement of Need	All applicants must submit
7	SEQRA information	Your project requires environmental review
8	Info on litigation, violations, etc.	You answered "yes" to any question (except #8 in Section 10)
9	Certifications	All applicants must submit
10	Check Payable to NFC Development Corporation for \$25.00 to cover cost of Credit report	All applicants must submit