



Brownfield Redevelopment Authority
 Of Jackson County
 Served By The Enterprise Group

JACKSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

Project Funding Application

The Jackson County Brownfield Redevelopment Authority (JCBRA) administers several Brownfield Redevelopment programs in Jackson County. Funding may be available for certain eligible activities including: Phase I and II Environmental Site Assessments, Baseline Environmental Assessments, Due Care Plans, Clean-up Planning and Clean-up activities. This application (also found on the web site at <http://enterprisegroup.org/partners/jcbra>) has been developed for interested parties requesting potential Brownfield funding on a redevelopment project within Jackson County. Project funding will be considered by the JCBRA on a case-by-case basis considering the merits of the proposed project. Criteria for project consideration is listed on page 15 of this application. Based on a review of a completed application, you will be contacted within 10 business days to discuss the next steps in the process or if additional information is needed. Applicants must submit a completed and signed Project Funding Application to JCBRA Staff with a non-refundable fee, as follows:

Project Investment	Application Fee
\$100,000	\$ 500
\$100,001 to \$500,000	\$1,250
Over \$500,001	\$2,500

Please provide information in the areas listed below, if available. (Attach additional pages if needed)

1. Date of Application: _____

Business Information:

2. Name of Applicant: _____

3. Name of Project: _____

4. Business Address: _____

5. Business Telephone Number: _____

6. Contact Person(s): _____ Title: _____
7. Contact Person(s) Telephone Number: _____
8. Contact Person(s) Fax Number: _____
9. Contact Person(s) Email Address: _____
10. Entity Type: Proprietorship Partnership Corporation
 Other (specify): _____
11. Describe nature and history of business: _____

12. List similar projects developed over the last five years (if any): _____

13. Key Project Contacts:
- Bank/Financing: _____
- Attorney: _____
- Accountant: _____
- Others: _____

Project Information: (Attach maps, site plans, etc., if available. List as attachments at the end of the completed application)

14. Address(es) (if known): _____
15. Tax ID(s) (if known): _____
16. Present Owner(s): _____
17. Date Present Owner(s) Acquired Property (if known): _____

18. Does applicant have land control: No Yes

If yes, please describe (owner, lessee, option or purchase agreement, etc.):

19. Does the project comply with local zoning and other land use requirements?
 No Yes

If no, please describe processes being undertaken to address local government concerns: _____

20. Any currently known environmental issues? _____

21. Is applicant a liable party for environmental issues at site? No Yes

22. Is access to site permitted? No Yes

23. Project type: New Relocation Expansion Rehabilitation

24. Project Description: Provide a short project description below, and **attach more detail and/or a Business Plan**, if available. _____

25. Project Size: Parcel size (acres): _____

Existing building area (square feet): _____

New building area (square feet): _____

26. Is project in one of the following (please check those that apply)?

Downtown Development District Renaissance Zone

Local Development Finance Authority District Smart Zone

27. Project timeline (Proposed or Actual – circle one):

Start date: _____ Completion Date: _____

28. Does the project have the potential to advance development patterns and infrastructure investment programs that improve economic development prosperity, and create healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income; sustainability features; creation or preservation of green space; energy conservation measures; alternative energy techniques; other unique environmental factors? (Please explain): _____

29. As an applicant for this funding, you are being asked to demonstrate how your project could provide a public benefit which would positively affect the neighborhood in which the project is located. A list of community organizations and opportunities is provided as part of this application. Within two-years after the project is deemed complete, the applicant will be asked to state how their project has provided a public benefit. _____

30. Additional materials (Please check those items that are available and attach to your application, if possible)

- Business Plan Financial Commitments Architectural/Site Plans
- Market Analysis Environmental Information/Reports
- Rezoning Approvals

Tax Base Information:

31. Total Investment Anticipated: \$ _____

If available, please attach a detailed projection of project costs and proposed funding sources. Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.

32. Eligible activities for which potential funding may be sought:

- Phase I ESA Phase II ESA BEA Due Care
- Clean-up Planning Brownfield Plan
- Other (describe)

All of the above, if applicable

33. Current Taxable Value: \$ _____

34. Estimated Taxable Value after Project Completion, if known: \$ _____

Employment Information:

35. Full Time Equivalent (*FTE) Employees:

FTE Jobs Retained: _____ FTE Jobs Created: _____

**FTE example: 3 employees work 50 hours, 40 hours, and 10 hours respectively, in a week. Total hours worked is 100 divided by 40 hours = 2.5 FTE.*

36. APPLICATION VALIDATION:

List of attachments included with this application:

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

37. I certify that the foregoing is true and accurate to the best of my knowledge and that I am hereby authorized to submit this application on behalf of the proposed project and requesting party. Further, I certify that:
- a. The proposed project will be completed in a manner consistent and compliant with all applicable regulatory requirements;
 - b. The proposed project will have the potential to advance development patterns and infrastructure investment programs that improve economic development prosperity, and create healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income, sustainability features, creation of green space, preservation of valuable greenspace, energy conservation measures, alternative energy techniques, and/or other unique environmental factors; and
 - c. The proposed project will demonstrate how the project could provide a public benefit which would positively affect the neighborhood in which the project is located. A list of community organizations and opportunities will be provided to the applicant. Within two-years after the project is deemed complete, the applicant will be asked to provide a letter to the JCBRA stating how their project has provided a public benefit.

Signature

Date

Title

Direct Office or cell phone number

Email address

If you have questions regarding the application, please contact:

Amy Torres, JCBRA Executive Director

100 E. Michigan Avenue, Suite 1100

Jackson, Michigan 49201

Office Phone: (517) 788-4458

Cell Phone: (517) 262-4799

E-mail: atorres@enterprisegroup.org

Current as of 05/04/17

Evaluation Criteria for JCBRA Funding Consideration

- Strength of Business Plan, financial commitments, architectural plans and/or market analysis
- Amount of property tax to be generated
- Amount of investment
- Business expansion, Full Time Equivalent (FTE) job retention, and FTE job creation. *(An FTE is the hours worked by one employee on a full-time basis, traditionally an eight-hour day; 40-hour week; 2,080 hours per year).*
- Location, proximity to other Brownfield projects, proximity to Target Area(s), other factors
- Extent to which project meets zoning requirements, consistency with Comprehensive Plan/Master Land Use Plan, supported by Local Unit of Government
- For residential projects, the extent to which the project is consistent with community housing strategies, creates mixed use redevelopment, creates downtown housing opportunities
- Extent to which environmental conditions are alleviated
- Liability status of the applicant, eligibility of the property and proposed activities
- Adoption of Sustainability features, creation of greenspace, preservation of valuable greenspace, energy conservation measures, alternative energy techniques, other unique environmental factors.
- Potential to advance development patterns and infrastructure investment programs that improve economic prosperity, and create healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income.
- Applicant's willingness to consider providing a public benefit within the neighborhood in which their brownfield project is located.