

City of Scottsbluff, Nebraska
Friday, February 21, 2020
Regular Meeting

Item 2

**Receive Information and Consider Approval of Application from
Together We Grow Workforce Development Group.**

Staff Contact: Starr Lehl

City of Scottsbluff
Economic Development Grant Application

1. Applicant Information:

Business Name: **Together We Grow Workforce Development Initiative**

Address:

Applicant Contact:

Business Phone:

E-mail address:

2. Business Information:

Structure of Business (proprietorship, partnership, LLC, corporation, etc):

Ownership breakdown (include percentages for each Owner):

General Description of Business:

Products/Services:

Number of years in Business (or if a new Business, describe Owners experience in this type of business):

Proposed Location Address:

Current Zoning Classification:

3. Employment:

Base (current) number of full-time positions:

Full-time positions to be created:

Salary/Wage Range:

Benefits provided to employees (include any contribution required by Employees):

4. Financial Need:

Total project cost estimate: **\$500,000**

Breakdown of use of funds: **Funds will be used by local qualifying businesses to hire, train and retain employees by using LB840 to pay for wages, training, certifications or other pre-approved workforce activities**

Date funds are needed: **We are asking for the funds to be set aside and used as needed as qualifying businesses apply for the funds**

Investment to be made by Applicant (Amount & Source): **We plan to seek out additional funding sources through grants and possibly the state legislature using LB840 as our matching funds.**

Loan(s) to be obtained (Amount & Bank Name):

LB840 financial assistance amount requested for the Project: **\$500,000**

****The committee reserves the right to make part of the funds Grant (forgivable loan) and part of the funds Loan, which in non-forgivable and has repayment terms.**

Other Loans/Grants (CDBG, TIF, Re-Use, etc.):

5. Security Available:

Guarantor(s):

Real Estate:

Existing Liens:

Personal Property:

Existing Liens:

Stock / LLC Interests:

Other:

6. Eligibility:

Principal Source of Income from (circle one):

- a. Manufacturing
- b. Research & development
- c. Processing, storage, transport or sale of goods or commodities in interstate commerce
- d. Sale of Services in interstate commerce
- e. Headquarters facilities relating to eligible activities
- f. Telecommunications activities
- g. Tourism-related activities
- h. Construction and rehabilitation of housing
- i. Retail trade where the principal source of income is from retail sales of products manufactured on the premises.
- j. Film production (Nebraska Film Office Activity Registration Form is also required).

Statement of how project is consistent with the goals of the Scottsbluff Economic Development Program:

Describe any pending legal action(s), to include the amount at risk and a summary of how ownership is reacting to the action(s):

7. Additional Information to be submitted:

- a. Resumes of Owners, Management & Key Employees (include experience, training, credentials & work history).
- b. Brief history of your business and where you see your business going in the next 5 years, with emphasis on the impact to the City of Scottsbluff.
- c. Personal Financial Statement of Guarantors and anyone owning 25% or more of the business. Note: documentation verifying assets and liabilities shall be made available upon request.
- d. Income statement covering the past 2 years of business operations, if in business for that long. Copies of filed tax returns are acceptable and the most recent year's return must be included.
- e. Business Plan, to include:
 - Total project costs to include itemized use of funds
 - Lender Commitments
 - Investor Commitments
 - Financial projections for the next 3 years.
 - Employment projections for the next 3 years
 - Identification of jobs to be created by description, number, average wage, benefits, etc.

- Information as to suppliers, and in particular, those in the Scottsbluff area

- f. References, to include name, position, address and phone number:
- g. Any other information that you feel will assist the City in evaluating your Application. Please include any marketing or sales brochures.
- h. With respect to the Business, or any persons owning 25% or more of the business and any officers, indicate if there is any past or pending litigation which either has resulted in or could result in a judgment against the Business or any such person. List the nature of the judgment or pending action, and whether any portion remains unpaid as of this date.
- i. With respect to any persons owning 25% or more of the business and any officers, indicate any who have been convicted of or plead guilty to any criminal charge or violation of law, excepting minor traffic offenses. List the nature of the charge, where the charge occurred and the year and month of the conviction or plea.
- j. Applicant agrees to sign waiver form provided by the City of Scottsbluff for Background and Credit Check.

8. Nebraska Advantage Act:

The Applicant certifies to the city as follows (select one):

- _____ The Applicant has not filed nor does it intend to file an application with the Nebraska Department of Revenue to receive tax incentives under the Nebraska Advantage Act with respect to this project.
- _____ The Applicant has filed or intends to file an application with the Department of Revenue to receive tax incentives under the Nebraska Advantage Act for this project. If so, indicate if such application includes or will include, as one of the tax incentives, a refund of the City's local option sales tax revenue: _____; and whether such application has been approved under the Nebraska Advantage Act: _____.

I certify that the information presented in connection with this Application for Economic Development Assistance is true and correct. Consent is given to the City of Scottsbluff to contact references, conduct one or more credit checks, criminal background checks, and to verify the information contained in this Application.

Dated: **02/19/2020**

Signed: **Together We Grow Steering Committee**
Title: _____

Together We Grow

LB840 Application for Utilization of Funds

Employer Information and Verification

Applicant Information:

Business Name: _____

Address: _____ City: _____

Contact Person: _____

Phone: _____ Email: _____

Business Information:

Structure of Business (proprietorship, partnership, LLC, corporation, etc.) _____

Ownership Breakdown (include percentages for each owner) _____

General Description of Business: _____

Products/Services: _____

Number of years in business: _____

Employment:

Base (current number of full-time positions) _____

Number of full-time positions funds are to be used for: _____

Salary/Wage Range: _____

Benefits provided, including any contribution required by employees: _____

Financial Request:

Amount Requested: _____

Rationale for amount requested:

Funds will be utilized for: (circle all that apply)

- Wages
- Training
- Certification
- Other: _____

LB840 Business Eligibility:

Business' Principal Source of Income (circle all that apply)

- Manufacturing
- Research & Development
- Processing, storage, transport or sale of goods or commodities in interstate commerce
- Sale of Services in interstate commerce
- Headquarter facilities relating to eligible activities
- Telecommunications activities
- Tourism related activities
- Construction and rehabilitation of housing
- Retail trade where the principal source of income is from retail sales of products manufactured on premises
- Film production (Nebraska Film Office Activity Registration Form is required)

LB840 Eligible Activities

- Direct loans or grants to Qualifying Businesses for fixed assets or working capital or both
- Loan guarantees for Qualifying Businesses
- Grants or loans for job training
- The purchase of real estate, options for real estate purchases and the renewal or extension of such options
- Issuing bonds as provided for in the Act
- Paying salaries and support of City staff to implement the Program or paying expenses on contracting the administration of the Program to an outside entity
- Providing Technical assistance to Qualifying Businesses, such as marketing assistance, management counseling, preparing financial packages, engineering assistance, etc.
- Expenses for locating a Qualifying Business to the local area
- Equity investment in a Qualifying Business
- Grants or loans for the construction or rehabilitation for sale or lease of housing as part of a Workforce Housing Plan, as provided for below

Additional Information to be submitted:

- Job Description of position being filled
- Wage Range
- Benefits Offered, if any
- Desired outcome by employer and employee
- Employee must enroll as a student at WNCC for tracking purposes

I understand the following terms:

- Employee must be employed with applicant (business) for a minimum of five years (see employer/employee contract)
- Funds will be disbursed on an annual basis, the first being after application approval and annually thereafter to accommodate training and wages.

Employer Signature: _____

Date: _____