

TOWN OF DALLAS
MINUTES FOR BOARD OF ALDERMEN VIRTUAL MEETING
JUNE 23, 2020
5:00 PM

The following elected officials were present: Mayor Richard Coleman, Mayor Pro-Tem Jerry Cearley, Alderman Allen Huggins, Alderwoman Stacey Walker Thomas, Alderman E. Hoyle Withers Jr., and Alderwoman V. Darlene Morrow.

The following staff members were present: Maria Stroupe, Town Manager; Da'Sha Leach, Town Clerk; Tom Hunn, Town Attorney; David Lingafelt, Code Enforcement Officer; Nolan Groce, Development Services Director and Robert Walls, Police Chief. Virtual attendance: Jonathan Newton, Finance Director; Earl Withers III, Fire Chief; Doug Huffman, Electrical Director and Bill Trudnak, Public Works Director.

Mayor Coleman called the meeting to order at 5:00 pm. He opened with the Pledge of Allegiance to the Flag. He asked if there were any additions or deletions to amend the agenda. Alderman Cearley made a motion to approve the agenda with an addition Item 3E-Business Assistance, seconded by Alderwoman Morrow, and carried unanimously.

New Business:

Item 3A was a discussion on the Request for Town Support for Building Reuse Grant by Mr. Jim Bailey. Mr. Bailey asked for the Town's support and collaboration applying for the NC Department of Commerce's Rural Building Reuse Grant. The grant would assist in the rehabilitation of 130 W. Trade St. The Board discussed the parameters to gain clarity of what the Town would be committing to and questioned Mr. Bailey about the amount of jobs as well as what he would be asking for in the grant. Mr. Bailey gave some details of his projections but stated additional information could be gained on the pre-application call. Planning Board member Ms. Tiffany Faro (formerly Development Service Director) gave some feedback on the process since she was working with Mr. Bailey about the possibilities with obtaining the grant. She stated that the Town would be agreeing to 5% of his awarded amount and doing that would align with making sure Mr. Bailey kept the commitment made in his purchase agreement for 130 W. Trade St. to bring jobs to Dallas. The Board expressed some concerns about the Town being liable since the grant is structured for the Town to be responsible if Mr. Bailey does not meet his obligations. Mr. Bailey stated he would sign a promissory note to be legally obligated to the Town of Dallas if he defaulted on his obligations. The grant range is \$75,000 to \$300,000. Mr. Bailey stated he would not entertain the higher end of the range of the grant; he would ask for his full-time employee's salary coverage up to six months. Mayor Coleman made note that Mr. Bailey previously stated that he did not want any assistance from the town with this project and he expressed concerns of the climate for restaurants due to the shift for restaurants since the pandemic took place. The Town Attorney discussed options to secure a promissory note from Mr. Bailey if he defaults on the grant. The pre-application conference call does not obligate the Town to anything, and it will help clarify more details for a final decision for the Board to vote on. The Board gave consensus for the pre-application conference call. (Exhibit A)


Item 3B was a Code Enforcement Report. The Code Enforcement Officer Mr. Lingafelt gave the Board updates on the code enforcement complaints including closed cases, progress on open cases and new cases waiting on investigation.

Item 3C was a Development Update. The Development Services Director Mr. Groce gave the Board updates on pending and potential developments in Dallas. He explained some of the projected timelines for items that will be discussed at future meetings.

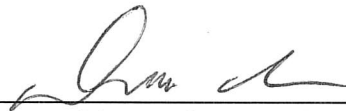
Item 3D was a Sewer Interconnect Project Update. The pre-bid meeting will be held in the Fire Department Parking Lot. All the items were published, and no delays are expected.

Item 3E was a discussion on Business Assistance. This discussion was regarding damage to a business owner Mr. John Beaty's paved parking area located on the corner of N. Oakland Street and W. Trade St. Staff, the Town Attorney, and the Board discussed who is liable as well as the possibilities for the Town to assist in this issue. The Town Attorney informed the Board that the Town has no liability in this matter, as the street in question is a NC DOT street. The Board asked that this item be brought back to the July Board Meeting as an agenda item for action.

Alderman Cearley made a motion to adjourn, seconded by Alderman Huggins, and carried unanimously. **(6:45)**



Rick Coleman, Mayor



Da'Sha Leach, Town Clerk





NC Commerce Grants & Incentives

Job Development Investment Grant (JDIG) – JDIG is North Carolina’s signature economic development incentive and can often be a decisive factor in a company’s decision to expand or locate in an area. JDIG is often considered in situations where the state is competing with other attractive business locations.

One North Carolina Fund – NC Commerce administers One NC grants on behalf of the Governor. Awards can be deployed relatively quickly and help companies offset the costs associated with creating new jobs in the state. One NC grants require a local government provide an incentive to match the One NC funding, based on the tier designation of the county.

Rural Grant Programs - Rural Development administers the Rural Building Reuse, Economic Infrastructure and Demolition grant programs. These programs provide local governments with funds for critical infrastructure, building improvements, and demolition that will lead to the creation of new, full-time jobs.

Rural Building Reuse grants - The Building Reuse Program, under the Rural Economic Development Division at Commerce, provides grants to local governments to help renovate older buildings into attractive business locations. Funding is available from both state and federal sources, and eligible projects can include currently vacant buildings or buildings occupied by an existing North Carolina company wishing to expand in their current location. NC Commerce can also help with the expansion or construction of health care entities that will lead to the creation of new, full-time jobs. Eligibility requirements differ by program, but in general - these grants go to units of local government located in either a Tier 1 or Tier 2 county, or a rural census tract in a Tier 3 county. In Tier 1 or Tier 2 counties, priority will be given to towns or communities with populations less than 5,000.

Economic Infrastructure Program provides grants to local governments to assist with infrastructure projects that lead to the creation of new, full-time jobs. Eligible projects include, but not limited to:

- Upgrades or repair of public drinking water or wastewater treatment plants;
- Upgrades, extensions, or repair of public water or sewer lines;
- Extensions of publicly owned natural gas line (with an executed Pipeline Construction, Operating and Resale Agreement);
- Installation or extension of public broadband infrastructure;
- Construction of publicly owned access roads not funded or owned by the NC Department of Transportation; and
- Construction of public rail spur improvements.

Eligible applicants are units of local government with priority given to the counties that have the 80 highest rankings under N.C.G.S.143B-437.08.

Demolition Grants support the demolition of a vacant building to encourage site rehabilitation and site availability for economic development purposes. Funding is available through the Rural Grants Program and the U. S. Department of Housing and Urban Development (HUD)'s Small Cities Community Development Block Grant (CDBG) program.

Community Development Block Grant (CDBG) funds are available to local municipal or county governments for projects to enhance the vitality of communities by providing decent housing and suitable living environments and expanding economic opportunities. These grants primarily serve persons of low- and moderate- incomes. State CDBG funds are provided by the U.S. Department of Housing and Urban Development (HUD) to the state of North Carolina. Some urban counties and cities in North Carolina receive CDBG funding directly from HUD. CDBG Funds are used to spur economic development for job creation and retention.

The economic development component of the CDBG Program is administered by the Rural Economic Development Division within the North Carolina Department of Commerce. CDBG Infrastructure funds are administered by the North Carolina Department of Environmental Quality to assist with addressing environmental issues due to aging sewer systems, contaminated drinking water, and improve the quality of life for many citizens across the state because of improved systems. The North Carolina Division of Water Infrastructure provides financial assistance for projects that improve water quality.

Utility Account assists local governments in counties that have one of the 80 most distressed rankings under G.S. 143B-437.08 after adjustments are applied for creating jobs in eligible industries. Funds are provided as incentives for job creation and investment to benefit industries eligible to participate in the Article 3J tax credit program.

Funds may be used for construction or improvements to water, sewer, gas, telecommunications, high-speed broadband, transportation infrastructure or electrical utility lines and for equipment for existing or proposed industrial buildings. To be eligible for funding, the infrastructure is required to be on the building site or if not located on the site, directly related to the operation of the specific industrial activity.

Industrial Shell Building Loans - Loans for industrial shell buildings are available from the Revolving Loan Fund (RLF) based on the projected number of jobs to be created and the level of distress in the community. These loans will be at a 2% interest rate with a maximum term of 5 years. Principle payments are deferred for the first two years of the loan. A dollar for dollar match is required by the local government applicant for an industrial shell building.

Agriculture Sites / Gas Products Fund - The Expanded Gas Products Service to Agriculture Fund provides grants to allow the owner of a project that would facilitate new and expanded natural gas and propane gas service, or that would expand agricultural production or processing capabilities, to pay for excess infrastructure costs, or to pay for cost effective alternatives that would reduce excess infrastructure costs.



The Rural Economic Development Division, as authorized under N.C.G.S. 143B-472.127, provides grants and loans to local government units to support economic development activity that will lead to the creation of new, full-time jobs. The program gives priority to projects located in the 80 most distressed counties in the state; and resident companies as defined in N.C.G.S. 143B-472 (a) 4.

PROGRAM CATEGORIES

Rural Building Reuse—Three categories of funding are available for 1) the renovation of vacant buildings, 2) the renovation or expansion of a building occupied by an existing North Carolina company wishing to expand in their current location and 3) the renovation, expansion or construction of health care facilities that will lead to the direct creation of new, full-time jobs.

Rural Infrastructure—Funding is available for publicly-owned infrastructure including water, sewer, electric, broadband, rail, and road improvements that will lead to the direct creation of new, full-time jobs.

HOW TO APPLY

Funding Availability and Target Industry Projects

The potential funding available for each project will be assessed through analysis of the project and will be based upon the project’s location, the quantity and quality of jobs committed, the overall economic impact of the project, and at the discretion of the Rural Infrastructure Authority.

Projects that meet all the criteria below may receive the highest priority consideration:

- Located in a Tier 1 or Tier 2 county,*
- Meet or exceed the county average annual wage,*
- Identified as a Target Industry (see table below),
- Offer at least 50% employer-paid health insurance
- Will create a significant number of new, full-time jobs

*Check County Tier Designations and County Average Private Sector Wages at: <http://www.nccommerce.com/research-publications/incentive-reports/county-tier-designations>

Target industries are identified in the table below. The first step in assisting target industry projects begins with the developers at the Economic Development Partnership of North Carolina (EDPNC). EDPNC Representatives will guide the local government and business through the initial information gathering phase of the project and EDPNC will refer the project to Commerce. Applicants may find more information about the EDPNC at www.edpnc.com.

Target Industries
Aerospace/Aviation/Defense
Automotive/Truck/Heavy Equipment
Agriculture/Forestry/Food
Biotech/Life Sciences
Business and Financial Services
Energy
Information Technology
Manufacturing (Chemical/Furniture/Metals/Plastics/Textiles)
Other Headquarters

Conference Call

The application process requires a pre-application conference call. For a target industry projects, the conference call will be conducted after the project’s referral to Commerce is complete.

- To request a pre-application conference call, submit pages 6-10 of this application package along with at least two proposed dates/times for the call to the appropriate program manager.
- The local government, business owner, and property owner (Building Reuse) are required to be on the call. Other project partners may also participate.
- Once the conference call is complete, eligible applicants should submit the full application package—pages 6-10 of this including any revisions discussed in the pre-application conference call, along with the documents requested in Tabs 1-5 on pages 4-5 of this application package.

Rural Building Reuse and Infrastructure Application Materials

ELIGIBLE APPLICANTS

- **Rural Building Reuse**—Eligible applicants are units of local government located in Tier 1 or Tier 2 counties, and rural census tracts in Tier 3 counties. As authorized in N.C.G.S. 143B-472.127(a)(2), a rural census tract+ is an area having a population density of less than 500 people per square mile in accordance with the most recent decennial federal census.
- **Rural Infrastructure**—Eligible applicants are units of local government with priority given to the Tier 1 and Tier 2 counties.

†Check census tracts at: <http://nccommerce.maps.arcgis.com/apps/webappviewer/index.html?id=5863f411469f4c08a40edded88b42167>

BUILDING REUSE ELIGIBLE PROJECTS AND EXPENSES

Vacant Building Category

- renovation of buildings that have been vacant for at least three months prior to application deadline
- initial upfit of a shell building is eligible if the building is at least 5 years old and has never been occupied
- only renovations within the existing footprint are eligible

Existing Business Building Category

- buildings occupied for at least 12 months by one of a business identified as a target industry (see table on page 1)
- jobs are required to meet the county wage standard and provide 50% paid health insurance
- renovation within the existing footprint and connected additions are eligible

Rural Health Category

- new construction, renovation, or expansion of health care facilities
- NC licensure required for participating health care companies

Eligible Expenses – Building Reuse, All Categories

- improvements to real property, including, but not limited to: materials and labor to install HVAC, electrical, plumbing, fire alarm/suppression system, roofing, flooring, carpentry, drywall, paint, etc.
- a company owned or operated by any project partner may not be used as a contractor for the renovation project unless the company holds a valid NC General Contractors license. A copy of the company's NC General Contractor's license must be included in Tab 3 of the application materials

Ineligible Expenses – Building Reuse, All Categories

- the following are examples of prohibited expenses and may not be submitted for reimbursement or to meet the matching funds requirement: building purchase, design costs, engineering costs, permit fees, surveys, legal fees, machinery & equipment, cranes, security, telephone, and computer hardware and software, solar panels, signage, landscaping, silo and other ancillary structures, furnishings, paving, fencing, kitchen equipment, and refrigeration equipment. This list is not comprehensive and specific items of concern should be discussed with program staff.
- renovations for housing or government uses are not eligible

INFRASTRUCTURE ELIGIBLE PROJECTS AND EXPENSES

- construct public infrastructure improvements
- upgrade or repair of public drinking water or wastewater treatment plants
- upgrade, extensions, or repair of public water or sewer lines
- publicly owned natural gas lines (requires an executed Pipeline Construction, Operating and Resale Agreement)
- installation or extension of public broadband infrastructure
- construction of publicly owned access roads not funded or owned by the Department of Transportation
- construction of public rail spur improvements

Eligible Expenses – Infrastructure

- eligible expenses include planning, materials, labor, and administration to complete public infrastructure improvements

Ineligible Expenses – Infrastructure

- privately owned infrastructure improvements
- projects that address building construction
- land acquisition costs or fees with the exception those associated with public easements for the project

**Rural Building Reuse and Infrastructure
Application Materials****JOB CREATION REQUIREMENTS**

- Applicants must show that the improvements will result in the creation of new, full-time jobs in the private sector within 18 months of the grant award. Part-time, Full-Time Equivalents (FTE) positions, or contract and consulting jobs are ineligible.
- Each position must be filled with one full-time employee. Full-time employment is defined as one person working at least 35 hours per week, whose wages are subject to withholding, and who is employed in a permanent position.
- Priority will be given to projects that offer higher salaries/wages and provide at least 50% employer-paid health benefits to employees.
- The company must pay North Carolina Unemployment Insurance on each employee for whom a job is committed.
- The company will be expected to maintain all existing full-time jobs in North Carolina reported at the time of application (baseline) plus create the new, full-time jobs committed.
- The baseline will be established using the most recently filed NCUI 101 Form filed with the NC Department of Commerce Division of Employment Security at the time of application submittal.
- To meet the terms of the grant the company must maintain the baseline number plus the new, full-time jobs concurrently for at least six consecutive months.
- All participating companies must agree to provide the local government and the Department of Commerce access to company employment records necessary to verify the creation of new jobs.

LOCAL GOVERNMENT REQUIREMENTS & LIABILITIES

- The local government will coordinate and oversee all aspects of the project, including the application process, contracting process, reporting requirements, payments, job verification, and loan repayment if required.
- The local government is required to analyze the participating company's financial and organizational strength regarding its ability to successfully meet the terms of the job creation and maintenance requirements, and the ability to meet the potential for repayment of loan funds.
- In the event the company defaults on the job commitment, the local government is required to repay the loan to Commerce irrespective of whether the funds are collected from the property/business owner.
- When the improvements are owned by the local government, state regulations regarding procurement, including N.C.G.S.14-234 are required.
- Local governments are subject to state audit and reporting requirements.

MATCH REQUIREMENTS

- A cash match equivalent to at least 5% of the grant amount is required for all projects.
- The cash match shall come from local resources and may not be derived from other State or federal grant funds.
- Costs that are ineligible for grant funding may not be considered for the match. The only exception is paid grant administration when paid to an organization separate from the applicant organization.
- In-kind match is not allowable.
- In addition to the 5% match described above, the building reuse program requires a dollar for dollar match up to the total grant amount.

REPAYMENT REQUIREMENTS

- If job creation goals are not met, a pro-rata share of funds for each job not created must be repaid to the Department of Commerce by the local government.
- For Building Reuse projects, the local government will secure the funds through a Legally Binding Commitment and Promissory Note executed between the local government and the property owner.
- For Infrastructure projects, the local government will secure the funds through a Legally Binding Commitment executed between the local government and the company owner.
- Repayment forgiveness is offered upon the successful verification of the required job creation by the Department of Commerce.

**Rural Building Reuse and Infrastructure
Application Materials**

APPLICATION CHECKLIST

Submit a complete application package including the application form and the documents listed within the checklist below. Provide one tabbed and bound copy along with two tabbed, non-bound copies of the materials.

Tab 1

- Application Form.** The form should be signed by local government chief elected official.
- Local Government Resolution.** Submit a signed resolution adopted by the governing board in support of application submission to the Department of Commerce. The resolution must state the purpose of the project, indicate the local government's support for the project, and commitment to provide a cash match of at least 5% of the grant request amount toward the project.

Tab 2

- Job Commitment Letters.** Submit a signed letter of job commitment from each company that will participate in the project. The letter should include **(1)** the number of existing full-time and part-time employees (listed separately) at all company locations in North Carolina, and **(2)** the number of new, full-time jobs to be created by the company and maintained concurrently for six-consecutive months within two years of the grant award date. The letter must be printed on the company's letterhead and signed by the company's Chief Executive Officer, Chief Financial Officer or President.
- Employer's Quarterly Tax and Wage Report—NCUI 101 Form(s).** Submit a copy of the of the *Employer's Quarterly Tax and Wage Report* (NCUI 101 form) for each company that will commit jobs to the project. The form must have been filed with the North Carolina Department of Commerce Division of Employment Security for the quarter ending closest to the application deadline. The entire Social Security Number for each person should be redacted (blacked out). The name and wages must remain readable. Any discrepancy in the number of employees listed on the NCUI 101 form(s) for the last month of the quarter and the number reported in the Job Commitment letter must be thoroughly explained in the narrative section of this application.

NOTE: If any company has more than one location in North Carolina, a NCUI-101 multi-site report or forms for each company location must be provided.
- Business Financial Documents.** Submit a copy of the most recent three years of certified or CPA prepared financial statements that include Balance Sheet, Income Statement and Statement of Cash Flows for each non-start-up company participating in the project.

Tab 3 – Building Reuse Projects Only

- Line Item Budget.** Submit a line item budget that lists the proposed renovation/construction expenses and the cost for each expense (example expenses include, but are not limited to: HVAC, electrical, plumbing, roofing, flooring, painting, etc.).
- Cost Estimates.** Submit cost estimates for each expense identified in the line item budget. The estimates must be prepared by a contractor, sub-contractor or architect and provided on that company's letterhead. A company owned or operated by any project partner may not provide estimates or be used as a contractor for the renovation project unless the company holds a valid NC General Contractors license. A copy of the company's valid NC General Contractor's license must be included in this section of the application materials.
- Site Control Documents.** Submit a copy of the property deed. Also, if the job creating company does not own the building, submit a copy of an executed lease agreement. If the property ownership will change, provide a detailed explanation of the real estate transaction that will occur with the legal names of the seller and buyer and date that the sale will close. Once the transaction is complete, a copy of the new deed must be submitted. The project will not be placed under contract until all correct, complete site control documents are received.

Tab 3 – Infrastructure Projects Only

- Preliminary Engineering Report (PER).** The PER should detail the proposed improvements and the current infrastructure that supports the proposed improvements. The PER should be sealed and dated and include an opinion of cost that is not more than six months old at the time of the application. The PER should include a map that shows the location of the business(es) as well as the location of the current infrastructure serving the project area and the proposed infrastructure improvements that will be supported through the project assistance.
- Line Item Budget.** Submit a line item budget that lists the expenses associated with the proposed infrastructure improvements and the cost for each expense.
- Proof of Funding Availability.** Submit a signed letter of funding availability from each source of funds committed for the project. The total of all funding commitment letters must meet or exceed the total project cost. If loan or other grant funds are pledged, a loan/grant commitment letter from each source of funds must be included.

Tab 4

- Photographs.** Submit photographs representative of the proposed project. Include digital copies on a flash drive along with printed copies.

Tab 5 – Start-Up Businesses Only

- Business Plan.** A complete and detailed Business Plan that includes three years of financial projections (including balance sheets, cash flow statements and income statements) along with a Source and Use of Funds statement, with detailed assumptions upon which the financial projections were built. The Business Plan must also include a marketing plan that details what the company plans to sell and how they will market the product or service. The Business Plan should also provide a thorough description of the management team and the members' background that support the success of the venture. A description of the company's competitors should be provided, with an explanation of how the company will garner its expected share of the market.
- Capital Plan.** Details and evidence regarding the capital that has been or will be raised. This must include where the capital is currently on deposit and the total amount that is required to launch the business and sustain it in the early years. A letter from the depository holding the funds in escrow can serve as proof of the available capital.
 - Evidence of initial capitalization (loans, private investor commitments), as well as the ability to meet working capital needs must be provided.
 - A commitment letter from a bank for an operating line of credit needed to fund the "cash cycle" of the business and provide for unforeseen needs. In addition, the source of the funding for any machinery and equipment required for the project.
- Articles of Incorporation.** For each start-up company submit a copy of the company's "Articles of Incorporation" filed with the NC Department of the Secretary of State.
- Contracts with potential customers or letters of intent to buy from the company when it begins operations.**
- Copies of the bylaws, shareholder agreement or operating agreement of the business.**
- Copies of any certifications by regulatory bodies necessary to operate the business.**
- An understanding with the principal owners that they may be required to sign a personal guarantee of the performance of the grant and provide complete personal financial statements for each guarantor.**

APPLICATION SUBMISSION

Applicants should submit pages 6-10 of this application package including any revisions discussed in the pre-application conference call, along with the documents requested in Tabs 1-5 on pages 4-5 of this application package. Full applications should be received at Commerce by 5:00 p.m. on the selected full-application deadline. The full list of application deadlines can be found on the Commerce website at <http://www.nccommerce.com/rgp>.

Mail Application Materials:

Building Reuse Projects-Hazel Edmond or Infrastructure Projects-Melody Adams
 North Carolina Department of Commerce
 Rural Economic Development Division
 4346 Mail Service Center (US Mail)
 301 North Wilmington Street (FedEx, UPS)

Raleigh, NC 27699-4346



Application # _____
(For internal use only)

Vacant Building Existing Business Building Rural Health Care Rural Infrastructure

Applicant Information

Local Government

Name: _____ **County:** _____ **Tier #:** _____

Mailing Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Primary Telephone: _____ **Federal Tax ID #:** _____

Website: _____

Chief Elected Official Name: _____ **Title:** _____

Telephone: _____ **Email:** _____

Manager/Administrator Name: _____ **Title:** _____

Telephone: _____ **Email:** _____

Local Government Project Manager (If different than above):

Name: _____ **Title:** _____

Telephone(s): _____ **Email:** _____

Grant Administrator Company Name (if applicable): _____

Mailing Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Name: _____ **Title:** _____

Telephone(s): _____ **Federal Tax ID #:** _____

Website: _____ **Email:** _____

Project Information

Project Title: _____ **Grant Amount Requested (\$):** _____

Number of Businesses to be Assisted: _____ **Number of Jobs to be Created:** _____

Project Description (provide a summary of the project below):

[Empty box for project description]

Has any project participant ever benefitted from a grant with the Department of Commerce?

Yes

No

If Yes, please explain ↓

[Empty box for explanation]

Rural Building Reuse and Infrastructure Application Form

Property Owner Information

Property Owner Legal Name: _____

Property Owner Representative Name (First and Last): _____
(Authorized to sign loan documents for Building Reuse)

Property Owner Rep. Mailing Address: _____ City: _____ State: _____ Zip: _____

Property Owner Rep. Phone: _____ Email: _____

Property Information

Property Address for Project: _____ City: _____ State: _____ Zip: _____

Year Building Was Constructed: _____ Number of Months Building Vacant: _____ Square Footage of Building: _____

Is the property listed on the National Register of Historic Places? Yes No

If you are unsure whether the property is listed on the National Register of Historic Places, you can check the address by accessing the following website: <http://gis.ncdcr.gov/hpoweb/>. If the property is listed, the provisions of NCGS 121-12(a) will be required.

Company Information

BUSINESS Name: _____ Federal ID Tax #: _____

Business Representative Name: _____ NAICS Code: _____

Business Mailing Address: _____ City: _____ State: _____ Zip: _____

Business Representative Phone: _____ Business Representative Email: _____

Check ONE box below for the Industry Type of the Business:

- Data & Call Services Healthcare Manufacturing Processing Warehouse/Distribution
- Professional Service Restaurant Retail Non-Profit

Is the proposed Business a startup? Yes No If no, how many years in business in NC? _____

Number of existing part-time employees in NC: _____ Will the business provide health benefits? Yes No

Number of existing full-time employees in NC: _____ What % of health benefits are employer paid? _____ %

Number of new full-time jobs committed: _____ Average annual wage of the new jobs committed? _____

If more than one company will participate in the project, please copy this page and complete for each additional company.

EXHIBIT A

Rural Building Reuse and Infrastructure Application Form

If more than one company will participate in the project, please copy this page and complete for each additional company.

Local Government Certifications

The attached statements and exhibits are hereby made part of this application, and the undersigned representative of the applicant certifies that the information in this application and the attached statements and exhibits are true, correct, and complete to the best of the signatory's knowledge and belief. The signatory further certifies:

- 1 as Authorized Representative, the signatory has been authorized to file this application by formal action of the governing body;
- 2 that the governing body or agrees that if a grant is awarded, the applicant will provide proper and timely submittal of all documentation requested by the Grantor Agency;
- 3 that the applicant has substantially complied with or will comply with all federal, state, and local laws, rules, regulations, and ordinances as applicable to this project;
- 4 that the applicant has analyzed the participating companies' financial and organizational strength regarding the ability to successfully meet the terms of the job creation and maintenance requirements, carry out the renovation project, as well as, the ability to meet the potential for repayment of loan funds; and
- 5 that the project is in accordance with the applicant's economic development plan and that the applicant has investigated any impact that the project may have on existing businesses within the applicant's jurisdiction.

Signature of Local Government Chief Elected Official

Typed Name

Typed Title

Date

Signature of Property Owner Representative

Typed Name

Typed Title

Date

Signature of Company CEO/CFO/COO/President

Typed Name

Typed Title

Date

Other Funding Sources that Partner with NC Commerce

Golden LEAF Foundation Economic Catalyst Program - Eligible applicants are governmental entities and 501 (c)(3) nonprofit organizations. Applications in this program must be for projects that will lead to job creation by a company that will commit to create the jobs if Golden LEAF provides a grant for the project. Competitive applications will include information showing that the expected job creation is AT RISK without Golden LEAF support. An applicant can demonstrate that a project is AT RISK by identifying a funding gap that exists that would significantly impair the applicant's ability to attract the anticipated jobs if Golden LEAF does not make a grant for the project.

Examples of other factors that may be considered to determine whether a project is AT RISK without Golden LEAF support include:

- Evidence of urgency for financial assistance necessary to facilitate job creation;
- Whether local governments have provided support for the project at levels that are appropriate in light of available resources. (Golden LEAF funds will not be available to satisfy shortfalls resulting from local policies limiting local support for a project.); and
- Whether the applicant has secured or attempted to secure funding for the project from other sources such as the State of North Carolina, the North Carolina Department of Commerce, EDA, ARC, and others.

Grants are available only for projects that include a specific company's commitment to create full-time jobs in NC. Full-time jobs are defined as jobs that provide 1,600 hours or more per year of work. Companies must provide at least 50% of the cost of employee-only health insurance for full-time employees.

North Carolina Department of Transportation's (NCDOT) Rail Industrial Access Program uses state funds to help construct or refurbish railroad spur tracks required by a new or expanding company. Program funding is intended to modernize railroad tracks to ensure effective and efficient freight deliveries. Project funding is contingent upon a company's receiving application approval prior to making a decision to locate or expand its facility in North Carolina. In addition, an award can be made only after confirmation of the availability of matching funds from private and/or local sources.

Local governments, community development agencies, railroads and companies themselves are eligible for funds to improve rail access. Grant recipients may receive a maximum of 50% of total project costs, subject to a \$200,000 limit per project. Program funding is an incentive to encourage companies to locate or expand in North Carolina versus another state. Projects considering in-state locations only or those not anticipated to yield a significant economic impact do not qualify for funding.

Workforce Grants - North Carolina supports workforce development through a variety of grant programs that benefit workers, employers and communities. These grants often connect businesses with training resources that upskill their employees, so they can better respond to industry needs. This training helps businesses compete and succeed while offering new opportunities for employees to advance. Grants and assistance include:

- Customized Training;
- On-the-Job Training;
- Incumbent Worker Training;
- Golden LEAF Workforce Assistance;
- High-Risk Employees
- Work Opportunity Tax Credit; and
- Trade Adjustment Assistance

In addition, incentives are available to help businesses hire qualified North Carolinians who have barriers to employment. Assistance is also offered to help workers negatively impacted by foreign trade.

NC Rural Center Thread Capital - Thread Capital offers small business loans from \$500 to \$50,000. Targeting this range focuses Thread Capital on the biggest gap in the current lending marketplace, where small business owners have the most difficulty finding affordable options. They also have access to loans up to \$5 million through a network of statewide lending partners.

Small business loan amounts are available up to **\$20,000 for startup businesses** (defined as less than one year of documented revenue) and up to **\$50,000 for existing businesses**. **This is NOT a grant program.** Thread Capital gives a special emphasis to serving rural, low-income, female, and minority borrowers. Loan decisions are typically made within 15 days and loans funded within 30 days. Visit www.ncruralcenter.org/lending/thread-capital for more information.

For more information about these resources, visit www.nccommerce.com/grants-incentives