



**SELECT TENNESSEE
Site Development Grant
2017-2018**

Application

Applicant:

Site/Building Name:

- Building Site

County:

Project Funding:

Total Cost	Grant Request	Match
\$	\$	\$

Source of Other Funding:

Type of Project

- Access road construction
- Tree / property clearing
- Property grading
- Water infrastructure
- Sewer infrastructure
- Natural gas infrastructure
- Electric infrastructure
- Building rehabilitation *
- Property purchase **
- Brownfield remediation
- Property due diligence (i.e. professional studies)

*If you are applying for grant funds for building rehabilitation, complete the appropriate questions marked "Building Only" and the *Building Rehabilitation Addendum*.

** If you are applying for grant funds to purchase property, complete the *Property Purchase Addendum*, which includes additional questions and a list of required attachments.

Site Development Grant Application



Project Description

(Give a brief 1-2 sentence project description)

Contact Information

Name:

Title:

Phone:

E-mail:

Site/Building Information

Property Address:

Latitude/Longitude:

Acreage:

Zoning Designation:

If applicable, please include a copy of the local zoning ordinances.

Have you completed a Step 1 Application for Select Tennessee Certified Sites for this property?

Yes No

If yes, did you receive a property visit from Austin Consulting (or Foote)?

Yes No

Did your county participate in the Select Tennessee Property Evaluation Program (PEP)?

Yes No

If yes, was this property visited and reviewed by the consultant?

Yes No

If yes, what was the feedback about this property?

Site Development Grant
Application



What steps, if any, have you taken toward these recommendations?

Has this property received an InvestPrep property visit from KPMG Consulting?

Yes No

If yes,

- What was the approximate date of the visit?
- Did this property receive funding thru TVA InvestPrep?

Yes No

If yes, what was the funding used for and how has it impacted the property?

Building Only

Please complete these questions if the applicant is requesting funds to assist in the renovation of an existing building.

Attach a map of the site on which the building is located (with the boundary denoted) to this application.

What is the total square footage that will benefit from the grant you are requesting?

_____ SF

Do you have a copy to the building's existing architectural (as-built) plans? If so, please include them.

Yes No

Complete and submit the questions required for all projects and the Building Rehabilitation Addendum.

Site Development Grant Application



All Projects

Describe the project in detail including proposed actions and desired results.

Describe the economic condition of your community over the last 5 years (e.g. recent job losses, recent announcements, unemployment history, etc.)?

Is there currently any public opposition to your project?

Yes No

If yes, describe.

Site Development Grant
Application



PUBLIC BENEFIT

Will this project either directly or indirectly impact a Tier 4 County?

Yes No

If so, please describe impacts and provide any supporting documentation that supports your explanation.

Unemployment Rate for most recent quarter: _____%

(See http://tn.gov/assets/entities/labor/attachments/Labor_Force_Estimates%2C_Jul_17.pdf)

Private Employment per capita: _____

(See http://tn.gov/assets/entities/ecd/attachments/Private_Sector_Employment.pdf)

Is this property included in any strategic plan? Yes No

If yes, upload the document.

Does this project align with that strategic plan? Yes No

If yes, please reference page/section in report.

Site Development Grant
Application



PERFORMANCE MEASURES

Describe this property's most significant shortcomings.

How will this requested improvement address one or more of these shortcomings and make this industrial property more attractive to a prospective end user?

What project opportunities has your community missed by not already having this property improved as requested in this grant application? Provide specific examples.

Will any other properties in the surrounding area benefit from, or be improved by, the proposed scope of work outlined in this application?

Yes No

If yes, describe:

Site Development Grant
Application



What specific industries do you believe are best suited for this property? Please elaborate on why these industries were chosen and how you will target them.

Has there been interest in this property from any companies in these industries?

Yes No

If yes, describe:

If no, has there been interest in your community from any companies in these industries?

Yes No

If yes, please describe.

Site Development Grant
Application



LEVERAGED RESOURCES

In recent years, how much has been invested in this property and by whom? Please describe; include state and federal grants as well as local and private investment.

What other initiatives are either planned or are currently in process to improve this property?

IMPLEMENTATION

Budget

Complete the budget form that is a separate document included with this application.

Include a resolution from the entity committing the local match. If you cannot provide this with the application because of board meeting schedules, provide the date of your board meeting and a copy of the unexecuted resolution.

Easements/Permits

Are all easements and permits in place? Yes No NA

If yes, attach documentation.

If no, give the status of obtaining these.

Are there any deed restrictions for the property? Yes No NA

If yes, explain.

Site Development Grant Application



Timeline

Provide a detailed project timeline. The timeline should begin June 1, 2018. The project must be completed within 18 months of contract execution.

What are the greatest potential challenges or variables that could affect the proposed budget and/or timeline?

Planning and Readiness

What is your organization's experience with industrial property development?

What is your organization's experience with marketing industrial property?

What is your organization's experience with managing State grants?

Site Development Grant Application



Describe your community's plans to market the property at the completion of this project.

Engineering & Cost Estimates

- A preliminary engineering/architectural report must be included.
- It must be stamped, signed and dated by a qualified professional registrant in accordance with state law.
- The preliminary engineering/architectural report should conform to commonly accepted engineering standards.
- The construction cost budget should be in the same format as a bid schedule, be estimated to a whole dollar number and match the construction amount in the project budget.

Maps and Photographs

The following should be uploaded with the application, separate from those included in any engineering report. Project boundaries should be defined on all.

- Map that outlines proposed project
- Location map
- Aerial map
- Utility maps (water, wastewater, electricity, natural gas)
- Floodplain map
- Topo map
- Pictures of the property

These maps/photos may be combined into fewer maps as long as the details of each topic listed are identified.

Site Development Grant
Application



Environmental Background

Provide a brief physical description of the **property** noting previous disturbance, topography, vegetation, wetlands/bodies of water and anything else present on the property including manmade structures.

Are any of the following available on the property?

- Cultural Resources Assessment
- Phase I Environmental Site Assessment
- Phase II Environmental Site Assessment
- Hydrology/Wetland Determination (include maps)
- Threatened and Endangered Species information, including habitat assessments or surveys
- Any correspondence from TDEC (or federal organization) concurring with or commenting on the findings of any of the above studies

Please upload all documents relevant to your proposed project.

Will the project be impacting any wetland areas?

Yes No

If yes, describe.

Is there any known hazardous or toxic contamination on the property?

Yes No

If yes, explain.

Site Development Grant
Application



Will the project impact any known archeological properties, building or structures?

Yes No

If yes, describe.

Will trees be removed as part of this project?

Yes No

If yes, does the project work include any tree replacement/offset?

Yes No

Please explain.

Is there any additional information that TNECD should know about the property that has not been covered in the application?

Site Development Grant Application



Final Certification/Checklist

I understand that:

- Application for a Select Tennessee Site Development Grant does not guarantee an award.
- TNECD and the SDG Grant Advisory Committee reserve the right to fund portions of applications or to make changes to the scope of the project
- Project will be completed as awarded and all costs overruns will be the responsibility of the grantee.
- Application may require a property visit and/or presentation to determine final scoring.

Printed Name

Signature

Date