

EXHIBIT A  
REQUEST FOR FINANCIAL ASSISTANCE FORM

1. Provide a brief project description and the following information:

- Building square footage:
- Size of property:
- Description of building:
- Materials and other additional relevant building information:

2. Provide a brief description of your business and the following information:

- Business Name:
- Address:
- Telephone:
- Contact Name:

3. Provide information on the present ownership of the site

- Name:
- Address:
- Phone Number:
- Contact Name:

4. Estimated Project Costs

- a. Land acquisition \$ \_\_\_\_\_
- b. Site development \_\_\_\_\_
- c. Building cost \_\_\_\_\_
- d. Equipment \_\_\_\_\_
- e. Architectural/engineering fee \_\_\_\_\_
- f. Legal fees \_\_\_\_\_
- g. Off-site development costs \_\_\_\_\_
- TOTAL ESTIMATED COSTS \$ \_\_\_\_\_

5. Estimated Project Funding

- a. Private financing institution \$ \_\_\_\_\_
- b. Tax increment/abatement funds \_\_\_\_\_
- c. Other public funds \_\_\_\_\_
- d. Developer equity \_\_\_\_\_
- TOTAL ESTIMATED SOURCES \$ \_\_\_\_\_
- (should equal Total Estimated Costs)

6. Describe amount and purpose for which TIF or Tax Abatement is required.

7. State specific reasons why TIF or Tax Abatement is necessary for the project (“but for” test).

8. List project costs that may be eligible for assistance.

9. Provide market value information.

Current market value (from County Assessor):\$ \_\_\_\_\_

Proposed market value at completion: \$ \_\_\_\_\_

10. Provide real estate property tax information.

Existing real estate taxes of property: \$ \_\_\_\_\_  
Estimated real estate taxes of property upon completion: \$ \_\_\_\_\_

11. Provide name and address of architect, engineer, and general contractor for the project.

12. Provide project construction schedule.

Estimated construction start date: \_\_\_\_\_  
Estimated construction completion date: \_\_\_\_\_  
If phased project: \_\_\_\_\_ Year \_\_\_\_\_ % Complete  
\_\_\_\_\_ Year \_\_\_\_\_ % Complete

13. Provides names of any other municipalities wherein the applicant, or other corporations the applicant has been involved with, has completed developments within the last five years

14. Provide the following required supplemental information:

- Project Pro Formas (one showing with assistance and one without assistance)
- Legal description of the property
- Application fee of \$10,000 payable to the City of Newport
- Site plan and building rendering

In addition to the required information from above (items 1-14), the following information is requested and will be considered as part of the application approval process:

- Provide number of years in business
- Provide number of years located in the City of Newport (if applicable)
- Describe potential for business growth or future development
- Explain whether the building will be owner-occupied (Yes/No)
- If rental space, provide the targeted retail rates
- Provide land costs per acre or square foot
- Provide the projected building cost per square foot
- Additional comments