

B. Project Information

Uses of Funds	Total Project Cost	Ainsworth Funds Requested
Land Acquisition		
Building Acquisition/Renovation		
New Facility Construction		
Acquisition of Machinery/Equipment		
Acquisition of Furniture/Fixtures		
Working Capital (includes inventory)		
Other (specify):		
Total:		

Sources of Funds

Note: Public financing requires the participation of a private financier and equity funds.

Participating Lender Information:

Name of Lending Institution: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Contact Person: _____ Phone: _____
 Loan Amount: _____ Loan Term in Years: _____
 Interest Rate: _____ % Variable _____ Fixed: _____
 Collateral Required: _____ Equity Required: _____

Equity Information

Amount available by business or owners for investment: \$ _____
 Project location: Within the City limits of Ainsworth
 Outside the City limits, but within the zoning jurisdiction of Ainsworth
 Outside the City limits, but within Brown County

C. Other Information Needed

Personal financial statement: Complete the attached personal financial statements form or submit an acceptable substitute for each person.

Business Documentation: See Information Checklist for detailed outline depending on business entity type. Info to include: Credit Bureau Report, tax returns, profit and loss statement, balance sheet, articles of incorporation, by-laws and minutes of last meeting, corporate resolution and business plan. **In addition, provide required information as detailed in the checklist and \$135.00 non-refundable application fee payable to the Central Nebraska Economic Development District (CNEDD).**

The above information is accurate to the best of my knowledge and belief. The above information is provided to help you evaluate the feasibility of obtaining public financial assistance. I further authorize release of personal information and business credit information and realize that if a loan recommendation is made, the terms of the loan will be public information.

Dated: _____ Signature: _____

Dated: _____ Signature: _____

CITY OF AINSWORTH CDBG LOAN APPLICATION CHECKLIST

This list is a useful tool to help you make sure you have all pertinent information when you turn in your application. The loan committee request that you provide the following information. There may, however, be additional information the committee will request. An appraisal may be required for real estate loans.

Information Required:

The qualifying business/organization shall provide the following information before the CDBG Program Administrator and the Loan Committee considers any application:

Business Financial Information

- City of Ainsworth LB 840 Application (signed)
- Business Plan, including projected three year income and expenses
- Current year-to-date Profit and Loss Statement (signed)
- Recent Balance Sheet (signed) and previous 2 years, if available
- Letter of approval from a bank/lender (this can be a conditional commitment)
- If purchasing an existing business, then supply the business' previous 3 years financial statements and tax returns.

Personal Financial Information

- Credit Bureau Report with score (www.annualcreditreport.com)

Other Information

- Copy of valid driver's license
- Certification and Authorization form (completed and signed)
- \$135.00 non-refundable application fee payable to the Central Nebraska Economic Development District (CNEDD)
- Authorization forms for Child Registry and Criminal History Checks
- Assessor's information

1. Sole Proprietorship:

- a. Submit an Ainsworth CDBG Application (signed)
- b. Business plan, including projected 3 year income and expenses
- c. 2 years complete individual federal tax returns (signed)
- d. Current year-to-date Profit and Loss Statement (signed)
- e. Recent Balance Sheet (signed) and previous 2 years, if available
- f. Credit Bureau Report
- g. Other information as requested

2. "S" Corporation and "C" Corporation

- a. Submit an Ainsworth CDBG Application (signed)
- b. Business plan including projected 3 year income and expenses
- c. 2 years complete individual federal tax returns, if over 25% ownership (signed)
- d. 2 years complete corporate tax returns (signed)
- e. Current year-to-date Profit and Loss statement (signed)
- f. Recent balance sheet (signed) and previous 2 years, if available
- g. Articles of Incorporation, By-laws, and minutes of last meeting
- h. Corporate resolution authorizing loan application and execution of required documents
- i. Credit Bureau Report (CBR) for shareholders with over 25% ownership
- j. Other information as requested

3. General Partnership
 - a. Submit an Ainsworth CDBG Application (signed)
 - b. Business plan including projected 3 year income and expenses
 - c. 2 years complete individual federal tax returns, if over 25% ownership (signed)
 - d. 2 years complete corporate tax returns (signed)
 - e. Current year-to-date Profit and Loss statement (signed)
 - f. Recent balance sheet (signed) and previous 2 years, if available
 - g. Complete partnership agreement
 - h. Credit Bureau Report (CBR) for general partners
 - i. Other information as requested

4. Limited Partnerships
 - a. Submit an Ainsworth CDBG Application (signed)
 - b. Business plan including projected 3 year income and expenses
 - c. 2 years complete individual federal tax returns for general partners and for limited partners, if over 25% ownership, and partnership tax returns (signed)
 - d. Complete copy of partnership agreement
 - e. Credit Bureau Report (CBR) for general partners
 - f. Other information as requested

5. Limited Liability Companies & Limited Liability Partnership
 - a. Submit an Ainsworth CDBG Application (signed)
 - b. Business plan including projected 3 year income and expenses
 - c. 2 years complete individual federal tax returns, if over 25% ownership (signed)
 - d. 2 years complete entity tax returns (signed)
 - e. Current year-to-date Profit and Loss statement (signed)
 - f. Recent balance sheet (signed) and previous 2 years, if available
 - g. Credit Bureau Report (CBR) for managers
 - h. Other information as requested

Application Requirements:

1. Complete the City of Ainsworth CDBG Application and submit to the City of Ainsworth, PO Box 165, Ainsworth, NE 69210 or submit it electronically to cityofainsworth@sscg.net.
2. Submit the completed application together with all information as set out below to the City of Ainsworth office. In addition, the applicant must submit a \$135.00 non-refundable application fee payable to the North Central Economic Development District (CNEDD). The application will then be compiled by the City of Ainsworth's CDBG Program Administrator (CNEDD) and sent to the Loan Committee for review. Upon completion of the review, the Loan Committee will decide whether or not to recommend the project to the Ainsworth City Council for approval. If the project is not recommended to the Ainsworth City Council for approval, the application process ends. However, the applicant may work with the Loan Committee and submit another application after necessary changes have been made.
3. The City of Ainsworth's CDBG Program Administrator will notify any applicant of the decision of the Loan Committee.
4. If the project is recommended to the Ainsworth City Council for approval, the City Council will review the project and recommendations and make the final decision on the project.
5. The applicant will be notified of the City Council's decision.

Contact Information:

If you have any questions regarding the CDBG program, please contact the Central Nebraska Economic Development District office at (402) 340-0106 or e-mail, judy.petersen@cnedd.org or contact the City of Ainsworth at (402) 387-2494 or e-mail cityofainsworth@sscgn.net.

Loan Committee Member Signature

Date

CERTIFICATION AND AUTHORIZATION

Applicant: _____ Lender: City of Ainsworth
606 E 4th Street
Ainsworth, NE 69210

Certification

To City of Ainsworth ("Lender"):

1. Applicant (and co-applicant if applicable), _____ has applied for a loan from Lender. In applying for the loan, Applicant provided to the Loan Committee of the Lender various information about Applicant and the requested loan, such as the amount and source of equity, income information, and assets and liabilities. Applicant certified that all of the information is true and complete. Applicant made no misrepresentations to Lender, nor did Applicant omit any important information.
2. Applicant understands and agrees that Lender may verify any information provided concerning Applicant's application, including, but without limitation, verifications from financial institutions of the information provided.

Authorization to Release Information

1. Applicant has applied for a loan from the City of Ainsworth ("Lender"). As part of the application process, Lender, any insurer of the loan and any collateral title insurer may verify information Applicant provided to Lender either before or after loan is closed.
2. Applicant authorizes you to provide to Lender any and all information and documentation they may request and any information pertaining to a borrower's default in payment. Such balances; credit history; and copies of income tax returns.
3. Lender may address and send this authorization to any person or company named below:
 - a. Financial Institution/Loan Officer _____
 - b. CPA Firm/Accountant _____
 - c. Law Firm/Attorney _____
 - d. Other _____
4. A copy of this authorization may be accepted as an original.

Authorization to File Financing Statement

Applicant hereby authorizes Lender to file the appropriate Financing Statements for the agreed upon collateral prior to executing a security agreement. Applicant is also aware that the terms of the loan recommendation will be furnished to the Ainsworth City Council and will be public information.

Signature: _____
Applicant Date Applicant Date

CRIMINAL HISTORY REQUEST

Reply to: Central Nebraska Economic Development District (CNEDD)
Attention: Judy Petersen
PO Box 201
Chambers, NE 68725

Subject: Request for Criminal History Information

To: Nebraska State Patrol
Identification and Record Division
PO Box 94907
Lincoln, NE 68509

Criminal History Requested

Name (Print Last, First, M.I.)	Date of Birth	Date
Address		
City	State	Zip
Social Security Number		

I hereby authorize the release of any and all criminal history information maintained on me:

Name (Print Last/First/M.I.)

Signature

Signature of Requester

NDSS Central Registry Check and Release of Information
Child Abuse/Neglect Central Registry
PO Box 95044
Lincoln, NE 68509

Before being approved for loan funding by the Ainsworth CDBG program, the Central Nebraska Economic Development District (CNEDD) may need to check the Nebraska Child Abuse/Neglect Central Registry to confirm that there have been no substantial referrals of child maltreatment concerning you. To do so, we need your authorization.

I authorize the Nebraska Department of Social Services (NDSS) to release information from the Central Registry pertaining to me to CNEDD. I understand and acknowledge that the City of Ainsworth CDBG funding policies require a NDSS Registry Check. I further understand and acknowledge the information obtained by CNEDD from the NDSS Registry Check may cause the City of Ainsworth to deny me loan funding through their CDBG program.

Printed Name

Signature

Date of Birth

Other names used in past 10 years

Date

Social Security Number

Names of children who have lived with you in the past 5 years:

Addresses where you have lived over the past 5 years (Street and Town)

Central Nebraska Economic Development District (CNEDD)
PO Box 201
Chambers, NE 68725
Phone: 402-340-0106