

OWNER OF PROPERTY (IF NOT APPLICANT)

Name		
Contact Name		
Address		
City	State	Zip
Phone Number		

If the applicant is not the owner of the property, provide written evidence that the owner authorizes this work to be undertaken. (Typically, this is in the form of a lease or other written permission.)

PROJECT COSTS

Costs counting toward grant award:

New Construction	\$
Building Renovation	\$
Tenant Improvements (Impacts Assessed Value of Property)	\$
Machinery/Equipment/Installation	\$
Other (Please Specify)	\$
TOTAL:	\$

Costs not counting toward grant award:

Land Purchase	\$
Building Purchase	\$
Working Capital	\$
Other (Please Specify)	\$
TOTAL:	\$

CURRENT AND PROJECTED EMPLOYMENT

Job Type or Classification (Owner(s) compensation excluded)	Currently employed at project location		Projected new employment one year after completion*		Projected new employment beyond one year	
	Number of Positions	Average Wage	Number of Positions	Average Wage	Number of Positions	Average Wage
1.		\$		\$		\$
2.		\$		\$		\$
3.		\$		\$		\$
4.		\$		\$		\$
5.		\$		\$		\$
6.		\$		\$		\$

7.		\$		\$		\$
8.		\$		\$		\$
TOTALS:		\$		\$		\$

Please note the number of your current positions that are full-time or part-time, permanent or temporary (6 months or less).	Permanent		Temporary	
	Full-time	Part-time	Full-time	Part-time

Describe any employment benefits you offer.
Describe the criteria that qualify employees for benefits (i.e. job classification, hours, etc.)
How many of your current employees qualify for benefits?

PROJECT FINANCING

Owner/Company Contribution	\$		
Bank (estimated)	\$	Term	Rate
Other (Please Specify)	\$	Term	Rate
Urban Renewal Grant Contribution (estimated)	\$		
TOTAL:	\$		

ADDITIONAL INFORMATION

In addition to this completed and signed application, the following materials must be submitted:

- A Cover Letter that describes the project to be undertaken, including details of proposed capital improvements (type, square footage, purpose), and anticipated job creation information (number of new positions, hire date, wage levels). Explain the need for public funding to complete this project. Cover letter must be signed by applicant.
- Complete, detailed construction budget

OTHER

The applicant understands that the Gresham Redevelopment Commission must approve the proposed improvements. Any work commenced prior to receipt of a complete application will not be eligible for reimbursement, and any work deviating from the approved work must be *pre-approved* by Gresham Redevelopment Commission to be eligible for reimbursement. Reimbursement will only be given for those expenses for which proof of payment can be shown.

CERTIFICATION BY APPLICANT

The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a grant and is true and complete to the best of the applicant’s knowledge and belief.

The applicant further acknowledges and agrees to the following:

- The Gresham Redevelopment Commission and the City of Gresham will not be responsible or liable in any way for injury or damage to third parties or property resulting from the conduct or actions of the applicant or agents of the applicant relating to the program or project funded under this grant.
- The applicant agrees to indemnify and hold the Gresham Redevelopment Commission and the City of Gresham harmless for any/all claims arising out of the activities funded under the terms of this grant.

Verification of any of the information contained in this application may be obtained by the Gresham Redevelopment Commission and the City of Gresham from any available source. By signing this application, the applicant authorizes the Gresham Redevelopment Commission or the City of Gresham to perform any necessary credit and background checks.

The information provided by the applicant and in any supplements thereto is submitted voluntarily and in confidence to the Gresham Redevelopment Commission and the City of Gresham. It is understood that non-exempt information contained in this application is subject to disclosure under Oregon Public Records Law, ORS 192.501 (21).

Print name of applicant	Title
Signature	Date

PLEASE RETURN THIS APPLICATION WITH ALL ATTACHED DOCUMENTS TO:

Marlene Myers
 Economic Development Specialist
 New Industries Grant Coordinator
 Gresham Redevelopment Commission
 1333 NW Eastman Parkway
 Gresham, Oregon 97030
 (503) 618-2640 – Phone
 (503) 618-3301 – Fax