



Nash County North Carolina

Application for Retail Economic Development Incentives
Retail and Small Business Incentive Grant

NASH COUNTY RETAIL AND SMALL BUSINESS ECONOMIC DEVELOPMENT INCENTIVE PROGRAM

Exhibit A

Qualified Properties and Investments

In order to qualify for any grants under the Nash County (the “County”) Retail & Small Business Economic Development Incentive Program (the “Program”), all of the following conditions must be met by the applicant as determined by the Nash County Manager or authorized designee of the County Manager (collectively, the “County Official”):

- The subject real property must be located within the County (the “Property”).
- The subject business or industry must be creating at least five (5) new full-time employees or a combination of part-time employees that is the equivalent of at least five (5) full-time employees.
- The Property must be subject to County ad valorem taxes and existing business must show expansion that increases the property value by a minimum of 30%.
- The applicant must be the record owner(s) of the Property (sometimes hereinafter referred to as the “Applicant” or “Property Owner”).
- The expenditures in question must be for improvements, renovations, and/or additions to the Property and not for personal property located upon or used in connection with the Property.
- The applicant must be the owner of the property or have a fully signed lease and written approval from the property owner supporting the improvements to be made. The business must be open at least five days a week, 8 -hours a day.
- The improvements, renovations and/or additions to the Property must have been undertaken after the date of the adoption of this policy and after the application for an appropriate permit from the applicable local government jurisdiction.
- This program shall only apply to businesses with 50 or fewer employees at the time of submitting an application for grant consideration under the Program.
- Any Property Owner which has qualified for incentive grants under the Program may receive such grants as a one-time reimbursement for services completed. However, applications must be submitted prior to the completion of service or improvement.



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Unqualified Properties and Investments

Improvements, renovations, and/or additions to Property shall not qualify for grants under the Program for any year in which one or more of the following disqualifying factors exist:

- The Property is in violation of any applicable County or municipal code or ordinance and is the subject of an unresolved code enforcement action, as determined by the relevant local government jurisdiction.
- Any Property Owner is delinquent in the payment of any taxes, assessments, fees or other debts owed to the County or a municipality within the County and such tax delinquency is not resolved to the satisfaction of the County.

In the event that any of the above factors exist in a year in which the Property Owner would otherwise qualify for a grant under the Program, the grant funds will be withheld by the County Official until such time as the County Official determines a satisfactory resolution has been achieved.

- In addition, no grant awarded under the Program will be paid to any Property Owner that has chosen to accept grants under another tax based incentive grant program (such as Brownfields or Downtown).

Scoring

The allocation of points in this model is based upon the desire and need for quality retail amenity businesses and new jobs in Nash County, the County's need for additional capital investment (and associated property tax revenue), and the County's interest in assisting businesses in good standing. Depending on the score, new businesses and existing business expansions are eligible to qualify for, but not guaranteed, a financial incentive grant based on the criteria below. The County will utilize qualitative criteria outlined in this document and other policy documents to approve, reject, and/or modify the grant amount.

The evaluation form below will be completed by the Retail Services Incentive Committee and then reviewed and discussed with the understanding that this program is to serve as a catalyst for securing new retail and service business that provide a greater selection of amenities and convenience to residents, businesses and visitors and will generate additional revenues for the public sector by way of local sales tax and property valuation.



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Application Evaluation Form:

| Category | Rating | 4 | 3 | 2 | 1-Minimal |
|--|---------------|---|---|-----------------------|-----------|
| | 5-Significant | | | | |
| 1. Does this business fill a gap in local service and amenities. | 5 | 4 | 3 | 2 | 1 |
| 2. Sales or restaurant tax potential. | 5 | 4 | 3 | 2 | 1 |
| 3. # of Total Jobs, a minimum of 5 full time or the equivalent of part time. | 5 | 4 | 3 | 2 | 1 |
| 4. Hours of Operation (7 days a week- or must be minimum 40 hours) | 5 | 4 | 3 | 2 | 1 |
| 5. Potential for long term sustainability | 5 | 4 | 3 | 2 | 1 |
| 6. Construction and vendor opportunities sourced locally | 5 | 4 | 3 | 2 | 1 |
| 7. 1 st time business or in business 5 or more years. | 5 | 4 | 3 | 2 | 1 |
| 8. Store front design and curb appeal | 5 | 4 | 3 | 2 | 1 |
| 9. Business plan, concept and finances | 5 | 4 | 3 | 2 | 1 |
| 10. Overall amount of investment | 5 | 4 | 3 | 2 | 1 |
| TOTALS | | | | | |
| | | | | AVERAGE Rating | |



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Grant Process

All grants made pursuant to the Program shall be administered and approved in accordance with the following process for any year that an Applicant qualifies for a grant:

1. The Applicant must obtain all appropriate permits from the applicable local government jurisdiction before any improvements, renovations and/or additions, which are intended to be a basis for grants under the Program, are undertaken.
2. After obtaining the necessary permits, the Applicant must complete an application for grant consideration for a planned improvement, renovation and/or addition to a qualified property. This application shall be in a form and contain information deemed necessary by the County Official and approved by the Board of Commissioners. The application may require attachments such as copies of permits for the project. The Applicant shall indicate the number of employees that will be hired and retained as a result of the planned improvement and related information to determine the Applicant's score as set forth herein. The Applicant may be required to annually verify the number of employees hired and retained in a manner as may be requested by the County Official.
3. Each application form shall contractually bind the Applicant to the terms of the Program, and other compliance and verification requirements as may be deemed appropriate by the County Official. This form of agreement shall explicitly provide and include the following:
 - a. No final commitment by the County will be made until such time as the Board makes a final decision approving or disapproving the incentive grant.
 - b. The execution of the document by the County Official evidences that the application has been received and that it appears on its face to be an application qualified for consideration by the Board. This signature in no way indicates final approval of the grant application or any commitment by the County.
 - c. If the Applicant does not enter into the Incentive Agreement (as hereinafter defined) within the applicable time period, the Applicant's application and any Board approval shall be deemed null and void and of no further force and effect.
4. Not less than ten (10) days prior to the first regular monthly meeting of the Board, the County Official in conjunction with the County Clerk shall publish a notice of public hearing in a newspaper of general circulation in the County, as required by N.C.G.S. §158-7.1, to receive public comment regarding all grant applications to be considered by the Board.
5. In exercising its discretion as to which Applicants shall be provided with a grant, the Board will consider the following criteria:



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- a. The number of employees to be hired, wage level, and quality of jobs to be created;
 - b. The level of capital investment;
 - c. The community impact created by the project;
 - d. The business type and standing;
 - e. The location of the Property within the County and the overall need for improvements and business in that area;
 - f. The previous condition of the Property to be improved;
 - g. The nature of the business to be conducted in or on the Property to be improved; and
 - h. Such other matters as the Board may, in its sole discretion, deem worthy of consideration.
7. The County Official shall give written notice to each Applicant of the approval or disapproval of each grant application.
 8. Within thirty (30) days after a grant has been approved by the Board, the County and the Applicant shall enter into a written agreement setting forth the terms and conditions of the grant (the "Incentive Agreement") that is satisfactory to the County, in the County's sole discretion. If the Applicant does not enter into the Incentive Agreement within the applicable time period, the Applicant's application and any Board approval shall be deemed null and void and of no further force and effect.
 9. The grant funds will generally be paid to the Property Owner within thirty (30) days following the full execution of the Incentive Agreement; provided, however, that all property taxes attributable to the new improvements, renovations and/or additions to the Property and any other fees or assessments owed to the County have been paid. However, any failure by the County to achieve this projected timeline shall not be a basis for any claim for damages, on behalf of any Property Owner.

Source of Funds

The Board may pay for these grants from any unrestricted fund source. It remains within the appropriating authority of each successive Board as to whether to appropriate any funds for this Program as well as the amount and source of such funding. A one-time grant to an applicant shall not exceed \$20,000.

Appeals

Any decision of the County Official as to the initial disqualification of a particular Property improvement, renovation or addition for consideration for a Small Business Economic Development Incentive Grant may be appealed to the County Manager by the Applicant. The Board's decision on appeal of any disqualification shall be final.



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SECTION 2

This section of the application is to be completed by the APPLICANT.

Complete within the form, as the space will expand as more information is added.

APPLICANT INFORMATION

| | | | |
|--|--|-------------------------------|---|
| Applicant Name | | Name of Business | |
| Street Address | | City, State and Zip | |
| Mailing Address | | | |
| Contact Person & Title | | Phone + Ext | |
| Email Address | | Fax | |
| Company website | | # of years in business | |
| Does applicant own or lease the property? | <input type="checkbox"/> Own <input type="checkbox"/> Lease | Tax Status of Business | <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation (Designation) <input type="checkbox"/> Partnership <input type="checkbox"/> Non-profit <input type="checkbox"/> Other _____ |
| Description of product or service | | | |
| Is property currently vacant | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |



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| SECTION 3 | | | |
|---|----|------------------------------|----|
| FINANCIAL NEED | | | |
| Estimated total cost of project (must be private, non-residential capital investment) | \$ | Amount financed by applicant | \$ |
| Amount of public funds requested | \$ | | |
| Statement explaining need for public funds | | | |

| SECTION 4 | | | |
|---|---|---|---|
| OVERVIEW OF PROJECT | | | |
| Physical address of proposed project | | Parcel PIN # of proposed project. Visit | |
| Is the property located in a rural district or town? 10,000 or less residents. Visit The Nash County Planning Department to determine https://nashcounty.connectgis.com/Disclaimer.aspx | <input type="checkbox"/> Yes <input type="checkbox"/> No | Is the property designated as historic property or within a historic district? Visit The Nash County Planning Department to determine https://nashcounty.connectgis.com/Disclaimer.aspx | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Estimated start date and completion date if grant is awarded | Start Date: Completion Date: | Nash County Business License Number and Expiration Date License is not required at the time of application, but will be required if awarded funding. | Lic# Expiration Date |



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| SECTION 5 (LIMIT RESPONSE TO 500 WORDS) | |
|---|---|
| PROJECT DETAILS | |
| 1. Provide brief description of project, intended use of development, square footage | |
| 2. Identify any competitors or complimentary businesses within the 5 mile radius of proposed project | <p>Competitors within 5 mile radius area:</p> <p>Complimentary businesses within 5 miles radius area: </p> |
| 3. Describe sustainable measures which will be utilized in considering the environment during construction/deconstruction | |
| 4. Is a hiring plan in place? What are the anticipated number of new jobs to be created? Full time and Part-Time: | <input type="checkbox"/> Yes <input type="checkbox"/> No # of Full-time _____ # of Part-time _____ |
| 5. What is the nature of the permanent jobs that will be created by this project to include estimated salary? | |
| 6. What is the estimated number of temporary jobs (ex: construction jobs) that will be created by this project? | # of Jobs _____ Will area residents be considered for temporary jobs? <input type="checkbox"/> Yes <input type="checkbox"/> No |



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| FOR INTERNAL USE ONLY | | | |
|----------------------------|--|----------------------------|--|
| Project Location | | | |
| Date Application Received: | | Date Application Complete: | |
| Reviewed By: | | Date: | |
| Approved By: | | Date: | |