



## Florence Urban Renewal Agency Predevelopment Services Grants

### Application

#### Applicant & Contact Information

Applicant Name (may be individual, partnership, etc.)		
Applicant Address (correspondence concerning this application will be sent to this address)		
City	State	Zip
Applicant is an: <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Other: _____		
Contact Name (if different than above)		Contact Title (if applicable)
Phone Number	Fax Number	Email Address

#### Property Information

Address of Proposed Project		
City	State	Zip
Area:	Land Square Footage _____	Building Square Footage _____ Year Built _____
Current Use of Land and/or Current Tenant		Current Zoning

#### Ownership Information

Property Owner		
Owner Address		
City	State	Zip
Phone Number	Fax Number	Email Address
<div>Applicant has:</div> <div><input type="checkbox"/> <b>Ownership of Property</b> Date of Purchase: _____ Price: \$ _____</div> <div><input type="checkbox"/> <b>Purchase Option</b></div> <div><input type="checkbox"/> <b>Lease on Property</b> – Expiration: _____ <i>Tenants must submit copy of the lease and written consent of property owner for proposed project.</i></div> <div><input type="checkbox"/> <b>Other:</b> _____</div>		

## Project Description

Please give a brief description of the development project you are proposing. Explain your goals for this project, and how the new development will be used (attach additional sheets as necessary). Please briefly explain how this project contributes to one or more of the Urban Renewal Goals outlined in the program Guidelines (Improve Florence Urban Renewal District, Create and Retain Jobs, and Promote Quality Development).

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## Development Experience

Do you have professional consultants working on this project?

☐ Yes ☐ No If yes, who? \_\_\_\_\_

What, if any, predevelopment activities have you already undertake for this project?

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Please briefly describe your experience with comparable projects?

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## Project Financing

What would you estimate to be the total cost of your proposed project? \$ \_\_\_\_\_

How much do you anticipate spending on predevelopment services? \$ \_\_\_\_\_

What assets or financial resources can you draw upon to develop the property? (please be specific)

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Current equity, if property owner: \_\_\_\_\_

## Project Timeline

Please describe your projected timeline for the completion of this project, and for major milestones along the way.

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## Assistance Requested

Predevelopment Services Grants partially reimburse property owners for professional consulting services that move a project from conception to a feasible development plan, but stop short of final design and construction. Services eligible for funding under the grant include site assessment, financial and market analysis, and preliminary architectural and engineering plans. Please briefly describe the services you anticipate requiring for this project.

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## Other

The applicant understands that the Florence Urban Renewal Agency must approve the proposed improvements and request for Predevelopment Services funding. Any work commenced prior to an executed Letter of Commitment will not be eligible for reimbursement, and any work deviating from the approved work must be pre-approved by the Florence Urban Renewal Agency to be eligible for reimbursement.

(Please sign certification on reverse side)

## 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:

- All/any funds distributed under this grant application and program must be utilized solely for the program or project identified in this application.
- Applicant will provide an accounting relating to the use of all grant funds received upon request of the Florence Urban Renewal Agency and shall retain all relevant financial records relating to the project/program for which the grant funds were received for a period of not less than three (3) years from the completion of the program/project.
- Applicant may be personally or individually liable for misuse of grant funds.
- Florence Urban Renewal Agency and the City of Florence 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.
- Applicant agrees to indemnify and hold the Florence Urban Renewal Agency and the City of Florence 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 Florence Urban Renewal Agency and the City of Florence from any available source. By signing this application, the applicant authorizes the Florence Urban Renewal Agency or the City of Florence 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 Florence Urban Renewal Agency and the City of Florence. It is understood that nonexempt information contained in this application is subject to disclosure under Oregon Public Records Law, ORS 192.501 (21).

Print Name of Applicant(s)	Title
Signature	Date
Signature	Date

### PLEASE RETURN THIS APPLICATION WITH ALL ATTACHED DOCUMENTS TO:

Megan Messmer  
City Projects Manager

Florence Urban Renewal Agency  
250 Highway 101  
Florence, Oregon 97439

[megan.messmer@ci.florence.or.us](mailto:megan.messmer@ci.florence.or.us)  
541-902-2182