



## INTENT TO APPLY FORM (IAF)

Please submit a completed IAF to the Town of Union LDC Office **by July 1, 2019 to be further considered for funding.**

Attention: Joe Moody Director/Grant Admin.

Town of Union Economic Development Office/Local Development Corporation (LDC)  
3111 East Main St., Endwell, NY 13760  
Office: (607) 786-2945  
Email: jmoody@townofunion.com  
www.townofunion.com

### Town of Union Local Development Corporation (LDC)

### Small Business Grant Access Program (GAP) **Intent to Apply Form (IAF) due by July 1, 2019**

#### Business Information

Business (a/k/a Applicant) Name:

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Current Business Address (if applicable):

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Mailing Address (if different than physical business address):

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Business Website Address:

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Business Phone:

( ) -

Business Fax:

Primary Contact Name:

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Telephone:

( ) -

Please answer below

(circle where appropriate):

Applicant is an:

**EXISTING** or **START-UP** business.

If an existing business, is your business currently based in your home: **YES** or **NO**

If Yes, will your business remain home based if approved for funding: **YES** or **NO**

Is your business set-up as a **for-profit**: **YES** or **NO**

Business Structure (check one):

- Sole Proprietor
- General Partnership
- Limited Partnership
- Limited Liability Part.
- Limited Liability Co.
- S-Corp.
- C-Corp.
- Other

Industry Sector (fill in the blank) (e.g. retail, manufacturing, office, medical, restaurant, etc.): \_\_\_\_\_

Title:

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Cell Phone:

( ) -

Email Address:

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In order to submit an IAF, you must acknowledge that if your business (i.e. proposed project) is recommended to submit a Full LDC Grant Application, and if it is subsequently selected for an actual grant award, the business must be located in the Town of Union (or in either of our Villages in Endicott or Johnson City) for a period of three (3) years after the distribution of grant funds or the grant will have to be paid back in full (circle one):

**YES or NO**

# SMALL BUSINESS GRANT

## PROJECT INFORMATION

Funding Amount Requested (\$10,000 max. or up to 50% of the project cost, whichever is less): \$ \_\_\_\_\_

Source of Matching Funds (e.g. owners equity, private lender loan, other grant funds, etc.): \_\_\_\_\_

Current Number of Employees (if applicable): \_\_\_\_\_  
 Number of Jobs to be Retained (if applicable): \_\_\_\_\_  
 Number of Jobs to be Created (if applicable): \_\_\_\_\_

Please describe how the grant funds will be used and the resulting economic benefit that will be realized:

\_\_\_\_\_

Amount of Matching Funds (a minimum of 50% of the cost of the project must be from another source of funding other than from the Town of Union LDC): \$ \_\_\_\_\_

Have you or your Business ever been approved for or currently have a loan or grant with the Town of Union LDC (circle one):  
**YES or NO**

Do you have an up-to-date business plan for your proposed project: **YES or NO**

\_\_\_\_\_

**\* If your Project is recommended by the Town of Union LDC Board Members to Submit a Full Grant Application, it will be due by August 15, 2019. A decision on the final grant awards by the LDC Board will not be announced until September 19, 2019. NOT all projects that are asked to submit a Full Grant Application will be funded. Final award winner(s) will be based on a number of criteria including but not limited to the availability of funds, personal credit, strength of the proposal, viability of the proposed budget, and capacity of the business, as determined by the Board Members of the Town of Union LDC.**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Signature of Applicant Date Submitted

### Below is for office use only

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Received by Date Received

**Town of Union LDC Board Action Taken (check below) on**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_:

- Applicant has been Recommended to Submit a Full LDC **Grant** Application.
- Not Recommended.
- Applicant has been Requested to Apply for an LDC **Loan**.

**Check All that are Applicable:**

- Business Expansion Project, Job Creation, Job Retention
- HUD Designated Low/Moderate Income Area
- Innovation District (iDistrict)
- Federal HUBZone
- Opportunity Zone (OZ)
- NYS Brownfield Opportunity Area (BOA)
- Federal or State Superfund Site
- 485-b Business Investment Exemption Zone
- National, State or Local Historic Building
- Central Business District (CBD)
- Slums & Blighted Designated Bldg. or Area
- HUD Designated Revitalization Area (RSA)
- HUD Designated Enterprise Community
- HUD Designated Empowerment Zone
- Federal Enterprise Zone
- Other (e.g. Start-Up NY, CFA, URI , Targeted Industry): \_\_\_\_\_