



LUZERNE COUNTY RECOVERY ZONE FACILITY BOND APPLICATION

County Commissioners:

Maryanne C. Petrilla, Chairman
Thomas P. Cooney
Stephen A. Urban

LUZERNE COUNTY RECOVERY ZONE FACILITY BOND APPLICATION

INSTRUCTIONS

Please type or print application and supportive documentation. All sections should be completed in their entirety, inserting "N/A" in any section that is not applicable to your project.

Applications will be accepted by Luzerne County until April 1, 2010.

Applications will be reviewed by an internal review committee of Luzerne County Staff and projects determined to meet the Recovery Zone Facility Bond criteria may be required to make a presentation to the Evaluation Committee if it is deemed necessary. Luzerne County will prioritize awards based on information provided in the application and how this information supports the designation of a Recovery Zone.

The following principals will guide awards and prioritization:

- Meets Recovery Zone Criteria: significant poverty, unemployment, rate of home foreclosures, or general distress
- Proper zoning
- Planning/permit approvals including Subdivision/Land development and jurisdictional agency approvals from PennDOT, PADEP, Luzerne Conservation District, etc.)
- Number of new jobs created
- Anticipated contribution to the County's tax base

Applications must contain the following information in order to be considered complete:

- Original application, completed in entirety
- Evidence of proper zoning and permit approvals (Subdivision/Land Development and agency approvals)
- Documentation of anticipated new job creation
- Documentation and Verification of anticipated tax contribution
- Construction Schedule
- Costs estimates and drawings from contractors/engineers
- Information and data analysis supporting the fulfillment of the Recovery Zone criteria

All applications should be submitted to:

Andrew D. Reilly
Director, Office of Community Development
54 West Union Street
Wilkes-Barre, PA 18711

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PART I – GENERAL INFORMATION

Applicant: _____

Address: _____

(Other principals and/or partners)

Organization CEO: _____

Contact Person: _____

Phone: _____

Fax: _____

Email: _____

Project Title: _____

Project Address: _____

(If different from above)

Organizational Overview

- Provide a brief narrative as an attachment to this Application which gives an overview of your organization's capacity to complete the project with regard to the following:
 - Description of the history and purpose of the organization, including scope of services
 - Year of incorporation
 - Years active
 - Organizational and project personnel
 - Financial capacity
 - Descriptions of completed projects
- Provide an organizational chart as an attachment to this Application.

- Describe the impact this project is expected to have on the community including the estimated number of new jobs to be created and the anticipated contribution to the County's tax base. Verify that the new job creation is actually new employment opportunities and not a relocation of existing jobs within the County.

- What are your measurable goals for this project?

- Are you aware of activities, similar to your project, within in Luzerne County? No Yes, Please explain.

B. PROJECT SERVICE AREA

- Is the service area of this project exclusively within the limits of Luzerne County? Yes No, provide a brief explanation.

- Identify the project site by providing the physical address, the Luzerne County Assessment Property Identification Number and/or legal description and identify the location on a municipal map.

- Is property Owned or Leased
If owned, attach copy of Deed
If leased, attach copy of Lease Agreement

PART III – PROGRAM FINANCING

- Total County Funds Requested \$ _____
- Total Private Funds \$ _____
- Other Public Funds \$ _____
- Other Sources of Funding \$ _____
- Bond Amount Requested \$ _____
- Total Project Cost \$ _____
- Public/Private Percentage _____ %

Please provide verification that the applicant has assurances from a lending institution of their support and commitment to the project.

PART IV - PROJECT BUDGET

A. PROPOSED SOURCES & USES OF FUNDS

Identify all sources and amounts in the chart below. Attach commitment letters from all other funding sources.

SOURCES OF NON-COUNTY FINANCING

Eligible BDLP Activity	COUNTY FUNDS	SOURCE:	SOURCE:	SOURCE:	SOURCE:	TOTAL
Land and/or Building Acquisition						
Construction Costs						
Professional/ Financial Fees						
Machinery/ Equipment						
Working Capital						
TOTAL PROJECT COSTS						