



RESIDENTIAL DEVELOPMENT GRANT

City of Henderson Redevelopment Agency
 240 Water Street, P.O. Box 95050
 Henderson, NV 89009-5050
 Phone: (702) 267-1515
 Fax: (702) 267-1503

FINANCIAL ASSISTANCE REQUIREMENTS & APPLICATION

This program provides Redevelopment Agency (RDA) Funds to assist a property owner(s) interested in constructing new residential product within the boundaries of the Downtown Master Plan Area as shown on the Program eligibility map.

Applications are only accepted by appointment. Please contact 702-267-1515 to schedule an appointment to submit a completed application with the required documents and appropriate signatures or to schedule a pre-submittal meeting to avoid any delays in financial consideration. Please print legibly in either blue or black ink.

Property Owner	Name _____ Company _____ Address _____ City _____ State ____ Zip Code _____ Phone () _____ Email _____		
Applicant	Name _____ Company _____ Address _____ City _____ State ____ Zip Code _____ Phone () _____ Email _____ If Applicant is not the Property Owner, provide expected date of close of escrow: _____		
Contact Person	Name* _____ Company _____ Address _____ City _____ State ____ Zip Code _____ Phone () _____ Email _____ <small>*The person listed above will be considered the primary contact for all meetings, to answer questions regarding this application, and to provide additional information.</small>		
Ownership Disclosure	Please list all individuals and entities with an interest in the application. Said list shall include, without limitation, any and all general partners, corporate officers and managers of limited liability companies with an interest in the applicant and owner. Attach a separate sheet for more information.		
	Name	Relationship/Position	% of Ownership

STATE OF NEVADA

COUNTY OF CLARK

I, _____, a Notary Public in and for Clark County, in the State of Nevada, do hereby certify that _____ appeared before me this day in person and acknowledged that she/he signed this instrument as her/his free and voluntary act in the capacity, and for the use and purposes, herein set forth.

Given under my hand and official seal this ____ day of _____, 20__

(Seal, if any)

(Signature of Notarial Officer)

My Commission Expires: _____

STATE OF NEVADA

COUNTY OF CLARK

I, _____, a Notary Public in and for Clark County, in the State of Nevada, do hereby certify that _____ appeared before me this day in person and acknowledged that she/he signed this instrument as her/his free and voluntary act in the capacity, and for the use and purposes, herein set forth.

Given under my hand and official seal this ____ day of _____, 20__

(Seal, if any)

(Signature of Notarial Officer)

My Commission Expires: _____

(Attach additional signature pages and notarial acknowledgements, if necessary.)

App Initials √	PROGRAM APPLICATION REQUIREMENTS & CHECKLIST	RDA Initials √
<p>_____</p> <p>_____</p> <p>_____</p>	<p>1. Application, Justification, & Legal Documents</p> <ul style="list-style-type: none"> • Complete and sign the application form. Application must be notarized. • If the property owner is a corporation, limited liability company or partnership, a corporate, limited liability company or partnership resolution or power of attorney must be included. • Legal Structure Documentation is required if the applicant is a corporation, limited liability company or partnership. The documentation required includes the Articles of Incorporation and the By-laws, Articles of Organization or Certificate of Partnership. Applicant shall provide a copy of its operating agreement or partnership agreement, if requested by staff. <p>2. Construction Documents</p> <ul style="list-style-type: none"> • Site Plan (one legible 11" x 17" print) showing the following applicable items: <ul style="list-style-type: none"> ○ Property size (gross acreage) ○ Building size in square feet ○ Number of parking spaces ○ Street/Alley access to the site ○ Landscape locations, type and coverage ○ Location and square feet of open space – refer to Section 5.3 of Downtown Master Plan • Elevations (one legible 11" x 17" print) showing the following applicable items: <ul style="list-style-type: none"> ○ Color elevation of each façade indicating direction e.g. North, South, etc. ○ Details of materials that will be used on exterior facades <p>3. Financial Documents</p> <ul style="list-style-type: none"> • Complete the Grant Affidavit and provide specific information establishing that no other means of funding are available for the project justifying the request for redevelopment grant assistance (see attached). • Completed W-9 Form. • *A breakdown of the sources and uses of funds for the construction of the project, including prevailing wage, if applicable. Must include proof of funding source, e.g. bank approval of loan for costs that must be covered by the applicant for the improvements. • *Pro-forma for development project. Information includes but is not limited to the following: Construction costs, land acquisition costs, and debt service obligations. If the project includes rental units, projected rents that will be collected. • *Three (3) years of business income tax returns and three (3) years of personal tax returns for all business partners. • *Credit Report Authorization and Release for all individuals involved in the business. • Project will require development application review. Contact Community Development at (702) 267-1500 for additional information. <p>*These items are to be forwarded by the applicant to a 3rd party reviewer retained by the RDA for a professional recommendation on the viability and stability of the business and project (existing and start-up). This process can take an additional week after application packet is received by the Agency. 3rd party reviewer contact information will be provided upon application packet intake.</p>	<p>_____</p> <p>_____</p> <p>_____</p>

Only completed application packets, including all required documentation, will be scheduled for a Redevelopment Advisory Commission (RAC) and Redevelopment Agency (RDA) Board hearing. For a schedule of RAC and RDA Board meeting dates and submission deadlines, please contact 702-267-1515.

Note: Accepting an application for grant funds does not obligate the Redevelopment Agency (RDA) to allocate funds for the specified project. Only after the review and approval of the application and plans and the execution of a grant award agreement will the RDA authorize funds. The project shall comply with the selected Program Guidelines, and only upon approved final inspections by the City of Henderson will the RDA be obligated to disburse the authorized funds.

Office Use Only

Date Application Received: _____ Date of Complete Application: _____

RAC/RDA Dates: _____ Approved Grant \$ _____

Improvement Completion Date: _____

City of Henderson Redevelopment Agency
240 Water Street, P.O. Box 95050
Henderson, NV 89009-5050
Phone: (702) 267-1515
Fax: (702) 267-1503

The undersigned, for the purpose of applying for City of Henderson Redevelopment Agency (“Agency”) financial assistance, hereby represent(s) and warrant(s) to the Agency as follows:

1. I am seeking assistance by the Agency for making improvements to the property located at _____ (“Site”).

2. Assistance from the Agency will allow me to make improvements to the Site which I could not otherwise do. This will result in substantial benefit to the Redevelopment Plan Area and the neighborhood adjacent to the Site because of one or more of the following (check one or more):

Encourage the creation of new business or other residential development;

Explain: _____

Increase local revenues from desirable sources;

Explain: _____

Increase levels of human activity in the redevelopment area or the immediate neighborhood in which the redevelopment area is located;

Explain: _____

Possess attributes that are unique, either as to type of use or level of quality and design;

Explain: _____

Require for their construction, installation or operation of the use of qualified and trained labor;

Explain: _____

3. No other reasonable means of financing those buildings, facilities, structures or other improvements are available, because of one or more of the following reason(s) as checked by the Applicant:

An inducement for new residential development to locate within the redevelopment area in which the applicant would ordinarily choose to locate outside the redevelopment area if the grant were not awarded. Evidenced by a “but for” letter or statement from the Applicant;

Explain: _____

-
- There has been a lack of rehabilitation in the area and it is deemed unreasonable for the applicant to invest in improving the area unless the grant is awarded. Evidenced by photographs of the immediate surrounding area displaying blight;

Explain: _____

- There is a gap in financing as demonstrated by a report provided by the National Development Council.

Applicant agrees to submit to the Agency its documentation which evidences that no other reasonable means of financing are available to the Applicant prior to staff making a recommendation to the RAC and RDA Board.

Applicant signature	Printed	Date
---------------------	---------	------

Applicant signature	Printed	Date
---------------------	---------	------