

Chase County Entrepreneurship (E-) Community Program Description/Application

Background & Eligible Project

The Chase County E-Communities program was created through a Kansas Center for Entrepreneurship Tax Credit program in 2008. It is a cooperative effort between the Chase County Economic Development Committee and "Imagine Chase County" to encourage entrepreneurial activity in Chase County.

Qualifying entrepreneurial projects may include startup businesses, as well as existing business purchases and/or expansions. Two types of funding will be offered from the fund: grants and low-interest loans. Grants shall be reserved for those projects determined to have the greatest weighted cumulative score (see scoring criteria on page 4) and will primarily be reserved for projects that demonstrate a high likelihood of success. Loans with a very low interest rate are the more common funding mechanism.

The minimum loan request is \$3,000 with a \$45,000 maximum amount available per applicant business.

This application should be completed in full. The following list of items should also be considered for inclusion with the application; noting that additional consideration will be given to applicants that provide the maximum information.

E-Community Guidelines

Who Qualifies:

- Anyone wishing to start, purchase or expand a business in Chase County

Use of Funds:

- Machinery/equipment
- Inventory
- Building or Land acquisition
- Working capital
- Site improvements
- Infrastructure improvements

Repayment:

- No penalty for early repayment
- Repayment period and interest rate will be decided on a case-by-case basis

Items to include with your application:

- A complete business plan, including sales and employment projections
- Financial reports and/or a bank financial application
- Resumes and references for the principals of the business

Applicants requiring assistance with completion of any part of this application or the recommended inclusions should contact one or more of the following local resources.

- Chase County Economic Development Committee
C/O City of Strong City
Shari DeWitt, City Clerk
P O Box 208, Strong City, KS 66869
Phone: 620-273-6345
Fax: 620-273-6110
strongcity@sbcglobal.net
- Chase County Chamber of Commerce –
Debbie Adcock
318 Broadway Street
Cottonwood Falls, KS
Phone: 620-273-8469
chasechamber@sbcglobal.net

Completed applications will be reviewed and scored by the E-Community Financial Review Board, and a formal interview will be scheduled with the applicant. In the formal interview, advisory board members will ask specific questions that pertain to the following criteria.

- Explanation of the applicants' need for funding and how the funds will be used.
- Projected sales or sales growth, jobs retained or added, increased tax revenue, and/or community benefits.
- Funds provided by the entrepreneur (down payment) and any third party funding (banks, etc.)
- Local support for the project (i.e. letters of support)

Chase County E-Community Funding Application

1. Applicant Information

- 1. Name _____
- 2. Name of Business, including entity type (LLC, sole proprietorship, etc.) _____
- 3. Mailing Address (and business physical address, if different) _____
- 4. Phone Number _____
- 5. Fax Number _____
- 6. Email Address _____
- 7. Describe the business, its owners and key employees (specifically discuss management in terms of skill set, knowledge, leadership and experience) _____

- 8. Does the entrepreneur or small business owner have a tax liability in arrears with the Kansas Department of Revenue or the IRS?
Yes _____ No _____ If Yes, please explain _____

2. Requested Funding Information

- 9. How much funding are you requesting from the E-Community for this project? _____
- 10. Date the funding is needed _____
- 11. Are the funds for a business startup, the expansion of an existing business, or the purchase of an existing business? _____
- 12. Please list the amount of funding being provided by the entrepreneur or small business (owner cash contribution) _____
- 13. List any additional funding being provided, and the (bank loans, other investors, family, etc..) _____

- 14. Please describe the project in detail and provide a breakdown of how the funds are expected to be utilized for this project (i.e. purchase building, equipment, land acquisition, inventory purchase, working capital, construction, etc..) _____

- 15. Provide projected sales, sales growth and any projected job creation, or retention (both full and part-time) from this project (detailed information _____

should be made available in the business plan)

16. What will be the benefit to the community from this project

Chase County E-Community Program Management Guidelines

1. Chase County E-Communities Financial Review Board

- Steve Mermis
Exchange National Bank
P O Box 310, 235 Broadway, Cottonwood Falls, KS 66845
Phone: 620-273-6389
sjmermis@enbkansas.com

- Mike Holder
Chase County Extension Office
P O Box 100, Chase County Courthouse, Cottonwood Falls, KS 66846
Phone: 620-273-6491
mholder@oznet.ksu.edu

- Barry Linnens
Cottonwood Valley Bank
P O Box 67, Cedar Point, KS 66843
Phone: 620-273-6792
bjl@cottonwoodvalleybank.com

- Bill North
William T. North, Attorney at Law
308 Broadway, Cottonwood Falls, KS 66845
Phone: 620-273-6301
wmtnorth@sbcglobal.net

- Gary Sneed
RR1 Box 12
Cedar Point, KS 66843
620-274-4363
gdsneed@fhrd.net

2. The Chase County E-Community Financial Review Board is tasked with making decisions with regard to application approval and subsequent funding. The

board will review applications and a follow-up interview will be scheduled with the applicant(s) receiving preliminary approval. During the interview, board members will rate the application using the following scoring chart which places emphasis on certain criteria as indicated. Please use the table below to guide your decisions when preparing the application.

Criteria	Strength (1-5)	Weight (% of Total)	Weighted Score
Financial Soundness		25	
Owner/operator experience & bus. plan		15	
Potential economic impact (job creation, investment, etc..)		20	
Owner/3 rd party funding		15	
Future prospects for growth		15	
Quality of life impact		10	
Total			

Applications approved for funding by the board will be forwarded to the Flint Hills Area Community Foundation. The committee will notify the applicant of the approval, collect any additional information required, and forward the application with a check request to the Kansas Center for Entrepreneurship for processing. Those applicants that are denied funding will be provided a list of considerations that could be addressed to improve the prospects for approval. Revised applications may be re-submitted no sooner than 30 days after initial presentation to the E-Community Financial Review Board.

3. The Flint Hills Area Community Foundation will provide administrative support to the Chase County E-Community Program and provide Network Kansas a list of approved businesses and loan or grant amounts, the application and scoring system used in the approval process, and initial information about the business.
4. The Chase County E-Community Financial Review Board will meet as needed to review applications.