



# Eastern Oregon Border Board

Strengthening Our Region's Economic Future

## Eastern Oregon Border Economic Development Board (EOBEDB) Border Fund Loan Application

**Note:** Completion of this form does not guarantee funding. The Board Coordinator may provide comments and suggestions for further project development. For further information about the programs, please contact the Eastern Oregon Border Economic Development Board at [eoborderboard@gmail.com](mailto:eoborderboard@gmail.com).

### Applicant

Organization / Individual

Organization Type

Street Address

Mailing Address

Office Phone

Web URL

### Project Contact

Name

Title

Phone

Email

Phone (Cell)

### Project Information

Project Name

Project Location (physical address / attach map)

Cost Estimate

Date of Cost Estimate

Estimated Project Start Date

Estimated Completion Date

Estimated Date of First Draw

Applications will be scored based on the proposed project meeting some or all of the priorities of the Border Fund program. Applications should clearly reflect or document how some or all of the priorities will be met. Scoring of program priorities will be as follows:

- Enhance prosperity in the Border Region. 10 points maximum
- Improve the Border Region's property tax base. 10 points maximum
- Improve the Border Region's competitiveness with Idaho. 10 points maximum
- Increase workforce availability and skills in the Border Region. 10 points maximum
- Improve the image of the Border Region. 10 points maximum

## **Fund Applying For**

Infrastructure Revolving Loan Program (maximum loan amount-\$250,000)

**Application deadline: May 15 and November 15**

Industrial Land Certification Loan Program (maximum loan amount-\$50,000)

**Application deadline: May 15 and November 15**

**NOTE:** Application deadlines have been set by the board and are subject to change. Please check the Eastern Oregon Border Board website at <https://www.oregon4biz.com/EOBED-Board/> or contact the Border Board at [eoborderboard@gmail.com](mailto:eoborderboard@gmail.com) to confirm application deadlines for the various programs.

## **Estimated Funding Request**

<b>Funding Request</b>	<b>Amount</b>	<b>Extended Information</b>	
<b>Funding Request from EOBEDB</b>			
<b>Funds from Applicant</b>		<b>Not Budgeted</b>	<b>Budgeted</b>
<b>Other Funds–Pending</b>			
<b>Other Funds–Committed</b>		Provide term(s)	
<b>Estimated Total Project Cost</b>			

## Project Budget

List individual project budget line items with requested budgeted amounts by EOBEDB and non-EOBEDB funding sources. Change budget column labels to identify the specific requested EOBEDB funding sources. Non-EOBEDB sources are those funds other than those requested from the EOBEDB. "Other" budget line items may include, but is not limited to, voice/data/fiber, furniture, fixtures & equipment (FF&E), civil site work, etc.

Budget Line Item	EOBEDB Funds	Non-EOBEDB Funds	Total
Totals			

## Details of Non-EOBEDB Funds

Source of Non-EOBEDB Funds	Amount	Status:	Dates Required Funds will be Committed and Available
Totals			

Applicants will be scored for providing leverage/match funds in accordance to the table below. Documentation must be provided showing funds needed to complete the project are available and committed. Maximum points = 20

### **Match**

<b>Percent Match Funds in the Project</b>	<b>Maximum Possible Points</b>
51 – 100%	20 points
26–50%	15 points
1–25%	10 points
0%	0 points

### **Project Description**

#### **Opportunity/Challenge**

Describe the opportunity available to or challenge facing the applicant:

#### **Proposal/Solution**

Describe the proposed solution to the above opportunity / challenge including why EOBEDB funding is requested:

**Detailed Project Description**

Clearly describe the proposed project work to be accomplished:

**Project Work Plan**

List project activity milestones with estimated start and completion dates:

Activity	Estimated Start Date	Estimated Completion Date

Please attach any additional plans or photos to show scope of work.

## Supplemental Questions

### Infrastructure Revolving Loan Program

(Eligible applicants for this program are local governments and/or developers within the Region)

Match or other funds needed to complete the project are identified in the "Details of Non-EOBEDB Funds" section above:

Yes              No

Are these funds available? (Please provide documentation with the application).

Yes              No

If not, please provide information and associated documentation showing when those funds will be available.

If the specific loan you are applying for is subject to prevailing wage rates/BOLI, how will you comply with those requirements?

### Industrial Land Certification Loan Program

Match or other funds needed to complete the project are identified in the "Details of Non-EOBEDB Funds" section above:

Yes              No

Are these funds available? (Please provide documentation with the application).

Yes              No

If not, please provide information and associated documentation showing when those funds will be available.

Site Certification has been received?

Yes              No

If the specific loan you are applying for is subject to prevailing wage rates/BOLI, how will you comply with those requirements?

# Additional Checklist

Please present the following items, along with a completed program application form. The most recent financial statements should be within 90 days of submitting the application.

## **Personal Residence Project**

### **Personal Financials**

A recent personal financial statement, 3 years of personal tax returns (all signed & dated)

### **Property Tax Statement**

A copy of the most recent property tax statement

## **Business Project**

### **Historical and Interim Financials**

Balance sheet, income statement, cash flow statement, financial statement notes, tax returns for last 3 years (all signed & dated)

### **Tax Statement**

A copy of the most recent tax property tax statement (if applicable)

### **Project Plans**

Plot plan and/or drawings of proposed project, map of project site

### **Company Management**

Organization chart of company showing key positions and functions

### **Lender Commitments**

Commitment from lenders financing the project

### **Collateral and Appraisals**

Border Fund may require appraisals

### **Other**

**Application Submission:** Prospective loan requestor completes an application and submits it to the Eastern Oregon Border Board. Application materials must be complete, including all necessary attachments and required signatures of the applicant. A complete application will help expedite the processing time. To submit an application, please contact Lisa Reeser via e-mail at: [eoborderboard@gmail.com](mailto:eoborderboard@gmail.com) for submission instructions or print and mail to: Eastern Oregon Border Economic Development Board, Attn: Lisa Reeser, PO Box 218, Ontario, Oregon 97914.

### **General Certification**

I certify to the best of my knowledge all information, contained in this document and any attached supplements, is valid and accurate.

Signature

Date

Printed Name

Printed Title