|  |
| --- |
| NEW MARKETS TAX CREDIT INTAKE FORM |

Thank you for your interest in New Markets Tax Credits (NMTC) from Reinvestment Fund. The information you provide in this intake form will help us understand the extent to which your project:

* Fits Reinvestment Fund’s mission and NMTC priorities;
* Expands economic opportunity for underserved people and communities;
* Needs advantageous NMTC financing to expand that opportunity; and
* Meets the requirements of the NMTC program and Reinvestment Fund’s NMTC allocation agreement.

|  |
| --- |
| HOW WE USE THIS FORM AND REINVESTMENT FUND NMTC PRIORITIES |

Demand for Reinvestment Fund’s NMTC exceeds supply. Therefore, we use the information provided through this form to prioritize projects with the greatest quantitative and qualitative impacts. For successful applications, this information demonstrates the ability of the project to meet one or more of our NMTC priorities:

* Racial Equity: Project advances racial equity and is focused on reducing racial disparities that stem from historic and systemic racism;
* Community Inclusion: Degree to which underrepresented groups have access to and representation in your organization and/or have informed project goals or design; and
* Climate Consciousness: Can include energy efficiency, green building, clean energy sources, environmental remediation, and resiliency.

|  |
| --- |
| SUBMISSION INSTRUCTIONS |

Our intake application has two parts:

* **Part One** focuses on how well the project meets Reinvestment Fund’s mission, priorities, and strategy for our NMTC programs. *All projects complete.*
* **Part Two** provides supplemental details on the project’s location, development team and projected outcomes. *Invited projects complete.*

We are asking all projects complete Part One and send along any previously prepared materials on the project. We may choose to invite you to complete Part Two if further information is needed to evaluate our ability to invest in the project. Please email your completed Part One intake form to NMTC@reinvestment.com.

If you have questions about this form, please send an email to NMTC@reinvestment.com, and we will respond shortly.

Thank you again for your interest in NMTC from Reinvestment Fund. We look forward to working with you.

|  |
| --- |
| **PROJECT OVERVIEW** |

1. Project Name:
2. Please provide a brief introduction to your project:
3. What is your project’s Total Project Cost (TPC)? $
4. What is the total allocation you are requesting?
5. What is your project’s complete street address?

Street Number: Street Name:

City: State: ZIP Code:

1. If you cannot provide all the address information above, please provide your project’s 2010 Census tract number. *You can use Reinvestment Fund’s PolicyMap to determine your project’s Census tract number at www.policymap.com.*
2. When do you anticipate your NMTC transaction to close (Month / Year)?
3. Who should we reach out to for further information on the project?

Name:

Email:

Phone Number:

|  |
| --- |
| RACIAL EQUITY |

1. Does your project advance racial equity? oYes oNo

*If* ***yes****, please explain*:

1. Does the sponsor organization have a racial equity statement? oYes oNo

*If* ***yes****, please share*:

*If* ***no****, please describe what, if any, efforts have been made to advance racial equity, diversity, or inclusion within the sponsor organization*:

|  |
| --- |
| COMMUNITY INCLUSION |

1. How will your project engage with members of your project’s community to ensure your project aligns with the priorities of community residents, particularly low-income residents?
2. Is your project part of a formal community and/or economic development strategy or plan developed by a neighborhood, community group, local government, or state government? oYes oNo

*If* ***yes****, please provide the name of that strategy or plan, who developed it, and explain how your project contributes to its priorities and/or goals*:

*If* ***no****, how will your project ensure that it aligns with its community’s strategic priorities*?

|  |
| --- |
| CLIMATE CONSCIOUNESS |

1. What impacts will the project have on the environment?
2. Has the project been designed to reduce its environmental impact or to address the climate crisis?

oYes oNo

*If* ***yes****, please explain*:

|  |
| --- |
| SPONSOR INFORMATION |

1. Sponsor Name:
2. Sponsor Contact:

Name:
Phone:
Email:

1. Sponsor Type: oFor-Profit oNonprofit
2. Is the project sponsor owned or controlled by people of color? *Reinvestment Fund considers a sponsor to be "Owned or Controlled by People of Color" if more than 50% of the sponsor’s Board of Directors (if the sponsor is a nonprofit) or owners (if the sponsor is a for-profit) identify as any race or ethnicity other than non-Hispanic White. Such racial and/or ethnic identities include but are not limited to Asian, Black/African American, Hispanic/Latinx, Middle Eastern or North African, Native American or American Indian, Alaska Native, Native Hawaiian, Other Pacific Islander, or Multiracial.* oYes oNo
3. What percentage of the following are low income, where low income is defined as having a household income at or below 80% of area median family income (AMFI or AMI)? *You can use Reinvestment Fund’s PolicyMap to determine the relevant AMI at www.policymap.com.*

Sponsor’s Owners: %
Sponsor’s Employees: %
Sponsor’s Customers: %

1. Do any of the following apply to the sponsor or this project? (Please check all that apply.)

oDeclined by traditional financing sources (e.g. commercial banks)

oApproved for financing from traditional sources in an amount insufficient to complete the project

oApproved for financing from traditional sources that is too restrictive (LTV too low, DSCR too high, etc.)

oOtherwise inadequate access to capital

*If* ***yes****, please explain:*

|  |
| --- |
| PROJECT TYPE |

1. For which of the following are you requesting financing? (Please check all that apply.)

*Non-Real Estate Activities*

oWorking Capital
oEquipment Purchase(s)
oInventory Purchase(s)
oReimbursement of Expenses Already Incurred *(Please Explain: )*oOther *(Please Explain: )*

*Real Estate Activities*

oConstruction of a New Building
oRehabilitation of an Existing Building
oReimbursement of Expenses Already Incurred *(Please Explain: )*
oOther *(Please Explain: )*

*If you selected one or more items under* ***Real Estate Activities****, which of the following best describes your project’s real estate after your project is complete?*

oThe real estate will be owned and occupied by your organization or an affiliate.
oThe real estate will be leased or sold to one or more third parties.

1. Which of the following uses will be present at your project? (Please check all that apply.)

oFood Retail
oNon-Retail Food (production, processing, distribution, etc.)
oCommercial Office and/or Retail (other than Food Retail or Non-Retail Food)
oK-12 Education
oEarly Childhood Education
oHealth Care
oArts, Entertainment, or Culture
oOther Community Asset *(Please Describe: )*oHousing

1. If you checked Housing above, what percentage of total units will be reserved for households earning no more than 80% of area median family income (AMFI or AMI)? %

*Reinvestment Fund requires that at least 25% of total units are reserved for households earning no more than 80% of AMFI.*

|  |
| --- |
| ADDITIONAL INFORMATION |

1. Please share any additional information that may help us evaluate your project: