

OneGeorgia Authority

Complete Checklist • Equity Fund Application

This form is for OneGeorgia Authority use. **Applicants may find it useful as a completeness guide** while preparing their applications. The following information and/or documentation (as applicable) must be included to the extent possible, in order to maximize an application's competitiveness.

1. Application Page Includes:

_____ Original signature of authorized official

_____ Legal Citation

_____ Attorney Certification

2. Equity Fund Budget:

_____ Includes eligible activities on appropriate budget line(s)

_____ Identifies uses of all funds involved in the project

_____ Identifies sources of all funds involved in the project

3. Project Narrative Includes:

_____ Description of the project that is clear and documented with professional cost estimates, engineering and architectural designs and recommendations. The provision of construction inspection services is addressed

_____ If applicable, the description of the private sector beneficiary, i.e. location of other facilities, total employment, proposed facility, proposed investment, proposed job creation/retention, etc. is clear, specific, and well documented

_____ Evidence of the applicant's compliance with state requirements, i.e. evidence of compliance with the Service Delivery Strategy, Authority registration and indebtedness survey and QLG requirements (as applicable) is included

_____ Discussion of project readiness (speculative or committed, competing communities or states, environmental or SHPO considerations, consistency with Georgia Environmental Policy Act (GEPA), consistency with state procurement requirements, etc., as applicable) is thorough and well documented

_____ Discussion of the status of all necessary project financing (in place, committed, applied for, etc.) is clear and documentation (commitment letters, grant awards, etc.) is included

_____ The status of all necessary property acquisition (easements and right of ways, site, building(s) and other facilities) is clearly explained with supporting documentation, as applicable

_____ Discussion of training/education and other workforce development that is part of or will result from this project is included, as applicable

_____ Discussion of project's long-term impact on the local tax base is included

_____ Discussion/evidence of any particularly beneficial aspect of project, such as location of a target industry, headquarters location, exceptional benefits/wages, etc. is clear and well documented, as applicable

_____ Discussion of the need for OneGeorgia assistance is thorough, and evidence that all other possible sources of funding have been tapped and/or eliminated is included

4. Attachments

_____ Preliminary and/or final engineering/architectural reports including professional construction and inspection cost estimates; machinery and equipment documentation, including price quotes from appropriate vendors, etc. as applicable

_____ Independent appraisal of any real estate to be acquired. Evidence that property is controlled (deed, purchase option, sales agreement, etc.)

_____ Site maps

_____ Inducement resolution, as applicable

_____ Copy of lease between applicant and sub-recipient (project beneficiary) as applicable

_____ Copy of Memorandum of Understanding(s) between applicant, co-applicants, implementing agencies and sub-recipient(s), as applicable

_____ If applicable, firm commitment letter from beneficiary specifying job creation/retention and private investment within a specific time period and acknowledging OneGeorgia Equity Fund as a consideration in location decision

_____ If applicable, description of jobs to be created by type, skill levels, wage rates/salary range, and benefits to be provided by the project beneficiary (job creating entity)

_____ If capacity building project, a detailed marketing plan for how the community plans to market the project

_____ List of affiliates and subsidiaries