



# Draft

## Texas Military Value Revolving Loan Fund Application

Office of the Governor  
Texas Military Preparedness Commission

**For Office Use Only:**

**Date Received:** \_\_\_\_\_

**Project:** \_\_\_\_\_

**Community:** \_\_\_\_\_

**Received By:** \_\_\_\_\_



**Office of the Governor  
Texas Military Preparedness Commission  
Texas Military Value Revolving Loan Fund**

**The Texas Military Value Revolving Loan Fund (TMVRLF)** is a revolving loan fund, financed through the sale of state general obligation bonds, which provides a low-cost source of revenue to eligible communities that meet the application criteria. TMVRLF loans assist defense communities in enhancing the military value of a military facility in their area or in the development of job-creating projects that minimize the negative effects of a defense base realignment or closure decision that occurred in 1995 or later. TMVRLF loans may also be granted to defense communities for infrastructure projects to accommodate new or expanded military missions assigned to a military base or defense facility located in, near, or adjacent to a defense community as a results of an alignment action. A defense community that has been negatively or positively affected by a base realignment or closure action is considered a "BRAC impacted defense community."

The minimum amount of a TMVRLF loan is \$1 million, while the maximum amount of a loan is determined by the availability of funds and available bond authorizations. The amount of financing that can be provided is also dependent upon the creditworthiness of the public entity applying for the loan (the "Applicant"). The State may loan up to 100 percent of the cost of the described project.

The program is administered by the Texas Military Preparedness Commission (the "Commission") in the Office of the Governor, and its governing statutes and rules may be found in article III, section 49-n of the Texas Constitution, chapter 436 of the Texas Government Code, chapter 397 of the Texas Local Government Code, and title 1, chapter 4 of the Texas Administrative Code.

For additional information on the Texas Military Value Revolving Loan Fund, contact the Texas Military Preparedness Commission at (512) 475-1475 or email [tmpc@gov.texas.gov](mailto:tmpc@gov.texas.gov).

**Texas Military Value Revolving Loan Fund Application**

**DIRECTIONS FOR COMPLETING THE APPLICATION**

Complete the application and submit to the Texas Military Preparedness Commission. Only completed applications will be reviewed.

The application package must be submitted in affidavit form by the officials of the defense community using the affidavit form prescribed by the Commission.

**INFORMATION SUBJECT TO THE PUBLIC INFORMATION ACT**

Information, documentation, and other material submitted in connection with this application may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act"). If it is necessary for Applicant to include proprietary or otherwise confidential information in the documents submitted, that particular information should be clearly identified as such. Merely making a blanket claim that all documents are protected from disclosure because they may contain some proprietary or confidential information is not acceptable, and will not render the whole of the information confidential. Any information not clearly identified as proprietary or confidential is subject to release in accordance with the Public Information Act.

**SUBMISSION INSTRUCTIONS**

**\*\*\*Applicants are encouraged to contact the Office of the Governor prior to submission.\*\*\***

A complete application must be submitted to the Office of the Governor. The application may be submitted in one of the following ways:

**Mail:**

If the application is submitted via regular mail, it must be sent to:

Office of the Governor  
Texas Military Preparedness Commission  
Texas Military Value Revolving Loan Fund  
Post Office Box 12428  
Austin, Texas 78711

**Overnight or Express Delivery:**

If the application is sent via overnight or express delivery, it must be sent to:

Office of the Governor  
Texas Military Preparedness Commission  
Texas Military Value Revolving Loan Fund  
1100 San Jacinto  
Austin, Texas 78701

**Electronically:**

If the application is submitted electronically, it must be sent to: [tmprc@gov.texas.gov](mailto:tmprc@gov.texas.gov).

**Applicant Information**

Name of Applicant Public Entity: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ - \_\_\_\_\_

Primary Project Address: City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ - \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Web Address: \_\_\_\_\_

Is Applicant current on all obligations with the State of Texas?  Yes  No

If no, explain (*attach additional pages as necessary*).

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Is there a pending claim or litigation against Applicant?  Yes  No

If yes, explain (*attach additional pages as necessary*).

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Applicant has documents authorizing Applicant to participate in program attached (e.g., public hearing, ordinance, resolution, etc.) – *Please attach authorization documents*  Yes  No

Total amount of requested funding from the Revolving Loan Fund: \_\_\_\_\_

Total project cost: \_\_\_\_\_

**Certification of Application**

**Applicant Representative**

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

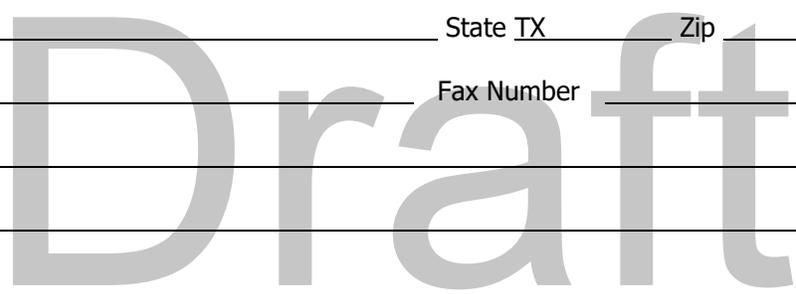
Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State TX \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_



The \_\_\_\_\_ hereby applies for a loan using the Texas Military Value Revolving Loan Fund Program in the amount of \_\_\_\_\_.

I, the authorized representative of applicant, certify that the representations made, the facts stated in this application and all supplemental documents are true, and that no relevant facts have been intentionally omitted, as evidenced by my signature below. I hereby agree, on behalf of the applicant, to provide other documentation as requested.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Authorized Representative of Applicant)*

Title of Representative: \_\_\_\_\_

GIVEN under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public, State of Texas

(Notary Seal)

My commission expires: \_\_\_\_\_

## **Basis of Eligibility**

Check One:

- Applicant is a defense community that seeks a TMVRLF loan for a project that will enhance the military or defense value of a military base or defense facility located in, near, or adjacent to the defense community.
- Applicant is a defense community that seeks a TMVRLF loan for an economic development project that minimizes the negative effects of a defense base reduction on the defense community as a result of a United States Department of Defense base-realignment process that occurred during 1995 or later.
- Applicant is a defense community that seeks a TMVRLF loan for an infrastructure project to accommodate new or expanded military missions assigned to a military base or defense facility located in, near, or adjacent to the defense community as a result of a United States Department of Defense base realignment process that occurred during 1995 or later.

Provide a Summary of Eligibility with back-up documentation. *(Attach additional pages as necessary).*

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## Description of Project

Provide a detailed description of the project. *(Attach additional pages as necessary).*

## Project Characteristics

*(Check all that apply)*

- |   |   |
|---|---|
| <input type="checkbox"/> New Jobs                 | <input type="checkbox"/> Expand Existing Facility       |
| <input type="checkbox"/> Retained Jobs            | <input type="checkbox"/> Renovate Existing Facility     |
| <input type="checkbox"/> Both New & Retained Jobs | <input type="checkbox"/> Purchase Machinery & Equipment |
| <input type="checkbox"/> Construct New Facility   | <input type="checkbox"/> Other: _____                   |

## Projected Dates and Milestones

Begin Construction	_____
Construction Complete	_____
Purchase Machinery & Equipment	_____
Begin Hiring New Employees	_____
Begin Operations	_____
Fully Operational	_____

Is construction on leased property?  Yes  No

If yes, is it a capitalized lease?  Yes  No

**Texas Military Value Revolving Loan Fund Application**

**New Direct Full-Time Jobs to be Created**

No New Direct Full-Time Jobs will be created

Attach a breakdown of types of new full-time jobs to be created by classification, title, and the salary range or hourly rate for each, if applicable.

Total Number of New Full-Time Jobs to be created \_\_\_\_\_

Total Amount of Annual Payroll for New Jobs \_\_\_\_\_

**Existing Jobs at the Project Site**

There are No Existing Jobs Currently Located at the Project Site

Attach a breakdown of types of existing jobs by classification, title, and the salary range or hourly rate for each, if applicable.

Full-Time Jobs \_\_\_\_\_

Part-Time Jobs \_\_\_\_\_

Temporary / Seasonal Jobs \_\_\_\_\_

Contract Jobs \_\_\_\_\_

Total Jobs at the Project Site \_\_\_\_\_

**Projected Capital Investment**

Land \_\_\_\_\_

Buildings \_\_\_\_\_

Labor on Construction \_\_\_\_\_

Machinery & Equipment \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Total \_\_\_\_\_

**Texas Military Value Revolving Loan Fund Application**

**Sources of Funding**

Local Participation	_____
Additional State Participation	_____
Business Participation	_____
Financial Institution(s)	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____
Total	_____

Explain all sources of funds identified above. *(Attach additional pages as necessary).*



Describe the proposed terms and use of the Texas Military Value Revolving Loan Funds requested. If the project will be self-supporting, provide a financial plan describing how loan proceeds will generate income to repay the loan. *(Attach additional pages as necessary).*

A large, empty rectangular box with a thin black border, intended for the user to provide details about the proposed terms and use of the loan funds.

**Use of Texas Military Value Revolving Funds**

Land	_____
Construction / Renovation of Building	_____
Machinery / Equipment	_____
Job Training	_____
Other: _____	_____
Total	_____

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**Fiscal Information and Financial Plan**

Does Applicant have the authority to issue bonds?

Yes

No

Applicant's bond rating *(if applicable)*

\_\_\_\_\_

What was the date of the last bond issue?

\_\_\_\_\_

Are the minimum bond compliance requirements being met?

Yes

No

Disclose any history of default and/or material litigation related to the entity's bond issues. *(Attach additional pages as necessary).*

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## Texas Military Value Revolving Loan Fund Application

### Provide the following Fiscal Information as attachments to this application:

- Full legal name and a description of the security for the proposed debt
- All bonds are book-entry only; include Depository Trust Company language
- Disclose all issues that may materially affect Applicant's ability to repay debt
- Total outstanding debt; segregate by type (G.O. or Revenue), indicate current bond rating and present a consolidated schedule for each bond issue showing annual payments
- Direct and overlapping tax rate table
- Pro forma:
  - If Applicant revenues are anticipated to be used to repay the proposed debt, provide a pro forma detailing projected gross revenues, operating and maintenance expenditures, net revenues available for debt service showing coverage of current and proposed debt paid from revenues and, provide a clear statement of the revenue pledge being offered; and/or
  - If taxes are anticipated to be used to repay the proposed debt, provide a pro forma cash flow budget detailing the tax rate necessary to repay current and proposed debt paid from taxes; list the assumed collection rate and tax base used to prepare the schedule
- List of top ten customers of the systems from which revenues securing the loans are generated
- Five-year comparative utility system operating statement, including audited prior three years and unaudited year-to-date, with number of customers for each year
- Schedule of current electrical, water, sewer, and garbage rates (include any additional service charges) and proposed rates needed to finance the project; average monthly residential electrical, water, and wastewater usage, and corresponding average residential monthly bill, if applicable
- Preceding five-year historical data regarding assessed valuation taxes including net ad valorem taxes levied and corresponding tax rate (detailing debt service and general purposes), and tax collection rate
- Maximum tax permitted by law per \$100 of property value
- One copy of an annual audited financial statement including management letter for the last three to five fiscal years prepared by a C.P.A. or firm of accountants
- Plans to use any other credit enhancement (i.e. letter of credit or surety bonds), the authority for its use, and which provider will be used

*The Commission may seek additional supplementary materials during loan processing.*

**Texas Military Value Revolving Loan Fund Application**

**Principal Officers**

List the principal officers of Applicant:

**Participating Legal Counsel**

No Participating Legal Counsel Involved in the Project

Complete the following information for each legal counsel involved with this application

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Representing \_\_\_\_\_

Brief Description of Legal Counsel's Role with Application \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

To the best of my knowledge and belief, the information contained in this Texas Military Value Revolving Loan Fund Application is true and correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
*(Participating Legal Counsel)*

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

**Texas Military Value Revolving Loan Fund Application**

**Participating Financial Advisor**

No Financial Advisor Involved in the Project

Complete the following information for each financial advisor involved with this application

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Representing \_\_\_\_\_

Brief Description of Financial Advisor's Role with Application \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



To the best of my knowledge and belief, the information contained in this Texas Military Value Revolving Loan Fund Application is true and correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
*(Participating Financial Advisor)*

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

**Texas Military Value Revolving Loan Fund Application**

**Participating Contract Administrator**

No Contract Administrator Involved in the Project

Complete the following information for each contract administrator involved with this application

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Representing \_\_\_\_\_

Brief Description of Contract Administrator's Role with Application \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



To the best of my knowledge and belief, the information contained in this Texas Military Value Revolving Loan Fund Application is true and correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
*(Participating Contract Administrator)*

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

**Participating Project Engineer**

No Project Engineer Involved in the Project

Complete the following information for each project engineer involved with this application

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Representing \_\_\_\_\_

Brief Description of Project Engineer's Role with Application \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

To the best of my knowledge and belief, the information contained in this Texas Military Value Revolving Loan Fund Application is true and correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
*(Participating Project Engineer)*

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

**Additional Participating Consultant**

No Additional Participating Consultant Involved in the Project

Complete the following information for each additional participating consultant involved with this application

Prefix \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Representing \_\_\_\_\_

Brief Description of Additional Participating Consultant's Role with Application \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

To the best of my knowledge and belief, the information contained in this Texas Military Value Revolving Loan Fund Application is true and correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*(Participating Consultant)*

Printed Name \_\_\_\_\_ Title \_\_\_\_\_