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: ____________________
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.
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: tmpc@gov.texas.gov.
Office of the Governor
Texas Military Value Revolving Loan Fund Application

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).

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

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

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

Project Characteristics

*(Check all that apply)*

- [ ] New Jobs  
- [ ] Retained Jobs  
- [ ] Both New & Retained Jobs  
- [ ] Construct New Facility  
- [ ] Expand Existing Facility  
- [ ] Renovate Existing Facility  
- [ ] Purchase Machinery & Equipment  
- [ ] 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
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

Draft
Sources of Funding

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

Explain all sources of funds identified above. \textit{(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. \textit{(Attach additional pages as necessary)}. 
### Use of Texas Military Value Revolving Funds

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Land</td>
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<tr>
<td>Construction / Renovation of Building</td>
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<td>Machinery / Equipment</td>
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<td>Job Training</td>
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<td>Other: ___</td>
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### Investment Schedule

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<tr>
<th>Year</th>
<th>Administration</th>
<th>Construction</th>
<th>Architect / Engineering Services</th>
<th>Legal Fees</th>
<th>Real Estate</th>
<th>Capital Equipment</th>
<th>Contingencies</th>
<th>Total Investment</th>
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## Job Creation Schedule (if applicable)

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<tr>
<th>Year</th>
<th>Existing Jobs</th>
<th>New Jobs</th>
<th>Total Jobs</th>
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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).*
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.*
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 ________________________________
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 ___________________________
### Participating Contract Administrator

- **No Contract Administrator Involved in the Project**

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

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
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<tbody>
<tr>
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**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.

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(Participating Contract Administrator)
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 __________________________