



**JACKSONVILLE ENTERPRISE
ZONE DEVELOPMENT CORPORATION**

COVID-19 MICRO-LOAN



Overview

Local businesses add vitality to and are the lifeblood of the community, increasing character, prosperity, and well-being. They keep jobs, wages, and dollars in the local economy and encourage entrepreneurship and sustainability while allowing for product diversity and competition. Having a high concentration of small, local businesses within the downtown area also sustains and strengthens the downtown commercial environment through increased walkability and promotion of existing building reuse and good infill design. Therefore, Jacksonville community partners are committed to promoting and assisting the development and growth of local business through a variety of activities and incentives aimed at attracting a wider audience to all the community has to offer.

The **Jacksonville Enterprise Zone Development Corporation (JEZDC)** is a community development corporation subsidiary of **Jacksonville Main Street**, a locally funded non-profit 501(c)3 organization dedicated to the preservation-based revitalization of downtown Jacksonville. Together, these organizations share the mission to enhance the perception, quality of life and long-term economic health of the entire Jacksonville Community through a coordinated and sustained effort to revitalize the city's downtown district.



The Jacksonville Main Street District encompasses much of the City of Jacksonville's original enterprise zone. To be eligible for incentives provided by Jacksonville Main Street and its subsidiary Jacksonville Enterprise Zone Development Corporation, all business property must be within the 44-square block district, delineated by Beecher, Clay, Church, and Lafayette/Washington Streets.

JEZDC COVID-19 Low Interest Loan

The purpose of the **Jacksonville Enterprise Zone Development Corporation COVID-19 Loan Program** is to offer the financial assistance to business owners within the **Jacksonville Main Street District** in making crucial payments during the COVID-19 crisis. Businesses within the **Jacksonville Main Street District** may use this micro-loan of up to \$3,000 for rent, utilities, or other critical business operational costs incurred from April 1 through July 31, 2020, to maintain economic viability and survive this treacherous time. Features include:

- Amount of loan is flexible up to \$3,000, determined and reviewed on a case-by-case basis, and limited to the pool of funds available.
- Loan terms are for 3 years at 2.25% (currently 1% below WSJ Prime Rate).
- Loan applications are due by May 29, 2020.
- Loan payments must begin on September 1, 2020.
- Funding is limited to the pool of funds available through **JEZDC**.
- Approval requires a copy of lease agreement, with proof for payments made during the period of January 1 through March 31, 2020. (Canceled check copies or a written receipt from the property owner are acceptable documentation.)
- Funds may be used for utility payments, with proof for payments made during the period of January 1 through March 31, 2020. (Canceled check copies or a written receipt from the property owner are acceptable documentation.)
- Funds may be used for interest payments on deferred, extended, or furloughed mortgage loans with a bank, with proof for payments made during the period of January 1 through March 31, 2020. (Canceled check copies or a written receipt from the bank are acceptable documentation.)
- Funds may be used for mortgage or contract for deed payments with a bank for the building purchase where the business is located, with proof for payments made during the period of January 1 through March 31, 2020. (Canceled check copies or a written receipt from the bank are acceptable documentation.)
- Funds may be used for required license fees or insurance required for business operations.
- Funds may NOT be used for gap financing, property purchase, refinancing of existing debt, payment of work on building, payment of bills beyond the timeframe listed, inventory, fixtures, furnishings, payroll, credit card debt, commercial loans, or other operational expenses not listed.
- Following submission of the Covid-19 Loan Application and attachments, and the Loan Review Committee determines that your business is eligible and that funds are available, you will be notified of its determination in writing within less than 30 days.
- A signed personal guaranty or collateral is required. (Should the business close, fail to reopen, or be sold before August 31, 2020, the loan would become due.)
- Other incentive programs may be used in conjunction with this loan if permitted.
- A receipt will be supplied upon after payment in full.
- Only one **COVID-19 Low Interest Loan** is allowed per business.
- Businesses who have actively supported Jacksonville Main Street are given priority.

Jacksonville Enterprise Zone Development Corporation Loan Program Application Procedure:

For all JEZDC Loan Programs, contact the Jacksonville Main Street Executive Director for an application or for assistance in completing the application. Complete and return the application and necessary attachments to the Jacksonville Main Street office. The JEZDC Loan Approval Committee will review the application and render a decision within less than 30 days. No financial match or other lender participation is required, but financial information is needed. An interview may be requested before a decision is rendered. The JEZDC Loan Approval Committee will render final decision and reserves the right to negotiate all terms of all loans and request more information.

The following procedures represent a recommended path for efficient determination as well as a checklist for loan approval:

- Prepare a written statement about your business and its history. This does not need to be a full *Business Plan*, but it could be. This is also useful in applying for funding from other sources.
- Businesses applying must demonstrate how the COVID-19 shutdown has affected business:
 - a. Indicate normal, present, and future operational hours anticipated
 - b. Describe what products or services are currently offered versus what was normally available
 - c. Include the number of full and part time employees who normally work at the business and their current status
- Tell about the business history; Businesses should have been fully operational for at least 1 year.
- Documentation of business ownership is required.
- Reference by the property owner as to payment history is required.
- If renting, a copy of the lease agreement should be included with the application.
- If building is being purchased by business owner, a copy of the purchase agreement or loan documentation is required.
- Income statements, balance sheets, cash flow sheets, principal net worth and/or profit/loss statements may be required.
- Solicit and assemble written estimates of the amount of qualified expenses proposed to be covered by this micro-loan as well as documentation of the expenses identified. Be prepared to list any other assistance programs applied for, pending, or received (this loan should not conflict with any uses of other program funds. It is the borrower's responsibility to ensure this loan will not violate any terms of other assistance programs and will not duplicate expenses have been covered by those other programs.)

Jacksonville Enterprise Zone Development Corporation Loan Program Application Form

Please complete this form and return it to the **Jacksonville Main Street** office at 222 West State Street, or email to info@jacksonvillemainstreet.com or mail to P. O. Box 152, Jacksonville, Illinois 62651. If you have any additional questions or concerns, you may call 217-245-6884.

The confidentiality of the information provided in this application is protected under the Freedom of Information Act, 5 ILCS 140/1, et al., and exempt from disclosure pursuant to Section 7(g).

Please type or print all items legibly in black or blue ink. Any response requiring more space than provided should be made on an attachment. Attached responses should be noted on the application and reference made to the application item number on said attachment. Items not applicable to the applicant should be marked "N/A".

APPLICANT INFORMATION

1. Business Name: _____

2. Business Owner Name: _____

3. Business Address: _____

City: _____ State: _____ Zip: _____

4. Business Owner Home Address: _____

City: _____ State: _____ Zip: _____

5. Telephone: (work) _____ (home) _____

6. Email address: _____

7. Number of Employees at Business Location: _____

8. SSN#: _____ FEIN#: _____

9. Provide three credit references and contact information: _____

A Personal Financial Statement must be completed and attached. A corporation, in addition to the Personal Financial Statement, should provide copies of annual reports and financial statements.

BUSINESS INFORMATION

1. When did business open: _____

2. How long at current location: _____

3. Name of property owner: _____

4. Amount of loan request: _____

5. Intended use of loan funds: _____

6. Describe how you/your business have been involved with Jacksonville Main Street: _____

7. What impact has the COVID-19 shutdown had on the business? _____

8. What other COVID-19 assistance programs have you applied for, received, or do you intend to request? _____

9. Have you ever owned another business? If so, what was the name and history of the business?

LOAN FUNDING

1. It may be necessary for the business owner(s), or other interested parties, to personally guarantee repayment of the loan. If applicable, please complete the following section:

NAMES & ADDRESS OF GUARANTOR(S)	NET WORTH (excluding interest in Applicant Company)

CERTIFICATION

I hereby certify that all the above responses are true and correct to the best of my knowledge. I hereby authorize the JEZDC Loan Review Committee to contact any or all individuals or corporations named herein for confirmation of the information provided in the application and release any damage that may result. I understand that any false statement contained in the application may result in the rejection of the application. I also understand that the JEZDC Loan Review Committee renders final loan decisions and reserves the right to negotiate all loan terms, as well as request more information.

Date

Typed/Printed Name

Title

Signature