3A

APPLICATION FOR ECONOMIC DEVELOPMENT CATEGORY

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
Nebraska Department of Economic Development (DED)

DED USE ONLY
Application Number
10-ED-011
Date Received

PART I. GENERAL INFORMATION 2010

TYPE OR PRINT ALL INFORMATION

1. APPLICANT IDENTIFICATION	2. PERSON PREPARING APPLICATION
Applicant Name City of Crete	Name Cami Barner
Mailing Address PO Box 86	Address 1101 Halligan Drive, Building 10
(City) Crete NE (ZIP) 68333	North Platte NE 69101
Telephone Number 888-826-4313	Telephone Number 308-530-9219
Local Government Contact Tom Ourada	Federal Tax ID # / SS#
Fax Number (402) 826-4334	Email Address Cami.barner@nebraska.gov
Federal Tax ID Number 47-6006154	Application Preparer (check one)
DUNS Number (Local Government) 958278459	☐ Local Staff ☐ Out-of-State Consultant ☐ Economic Development District ☐ Non-Profit Organization ☐ In-State Consultant ☒ DED Staff
Email Address tourada@crete-ne.gov	
3. DEVELOPMENT CATEGORY ☒ Direct Loan ☐ Job Training ☐ Spec Building/Park ☐ Public Works ☐ Entrepreneur Development **4. APPLICATION TYPE** ☒ Individual ☐ Joint (List other applicants in box #6)	**5. FUNDING SOURCES**
	CDBG Funds Requested **$237,000**
	Matching Funds **$182,000**
	Other Funds **$ 50,000**
	Total Project Funds **$ 469,000**
	(Round amounts to the nearest hundred dollars.)

1. **PROGRAM SUMMARY:** Brief narrative description of the project for which CDBG funds are requested:
The City of Crete is requesting $237,000 of Community Development Block Grant funds from the Nebraska Department of Economic Development for NOVEL Chemical Solutions for an expansion project. Activities and cost include $232,000 of CDBG funds for working capital and $5,000 for general administration. Union Bank & Trust, Lincoln, NE will provide the remaining $232,000 (50%) of the project cost through a SBA and LOC. All the CDBG funds will be used for activities that will meet the CDBG national objective of benefiting low-to-moderate income persons and will create 7 jobs. The total project cost is $469,000. The CDBG funded activities are unlikely to result in the residential displacement of people, and should such displacement occur it will be minimized and resolved pursuant to the City of Crete's anti-displacement and relocation plans.

7. CERTIFYING OFFICIAL: Chief elected officer of local government requesting CDBG funds
To the best of my knowledge and belief, data and information in this application are true and correct, including any commitment of local or other resources. This application has been duly authorized by the governing body of the applicant following an official public hearing. This applicant will comply with all Federal and state requirements governing the use of CDBG funds.

Signature in ink — Roger Foster, Mayor — Date Signed

Attest — Jerry Wilcox, City Clerk — Date Signed

SUBMIT THE ORIGINAL OF THE ENTIRE APPLICATION (no additional copies are required) TO:

Nebraska Department of Economic Development
Division of Community and Rural Development
PO Box 94666 - 301 Centennial Mall South
Lincoln, NE 68509-4666
(402) 471-3119 (800)426-6505 Fax (402) 471-8405

Individuals who are hearing and/or speech impaired and have a TDD, may contact the Department through the Statewide Relay system by calling (800) 833-7352 (TDD). The relay operator should be asked to call DED at (800) 426-6505 or 402-471-3119.

3A

PART II. FUNDING SUMMARY
(Round amounts to the nearest hundred dollars.)

Activity Code	CDBG Funds	Matching Funds	Other Funds	Total Funds	Sources of Matching or Other Funds
0010 Acquisition					
0020 Planning[1]					
0070 Public Fac. & Improvements					
0230 Streets					
0250 Storm Sewers					
0270 Sanitary Sewers					
0290 Sewage Treatment					
0310 Water Source/Well					
0330 Water Distribution					
0350 Water Storage					
0370 Flood & Drainage Facilities					
0600 ED Infrastructure Development					
0690 Fixed Assets / Land and Building					
0691 Speculative Building / Park					
0700 Direct Financial Assistance to For-Profit Biz					
0710 Job Training					
0730 Working Capital	$232,000	$182,000	$50,000	$464,000	Union Bank & Trust SBA & LOC
0750 Fixed Assets / Machinery & Equipment					
0770 Fixed Assets / Leaseholds Improvements					
0780 Entrepreneur Development					
0791 Microenterprise Lending					
0181 General Administration	$5,000			$5,000	
1000 TOTAL PROGRAM COSTS	$237,000	$182,000	$50,000	$469,000	

[1] Only allowable as an Activity when associated with a Speculative Park/Data Center project.

Exhibit A

Participation Identification and Project Summary

1. Name of Business:

NOVEL Chemical Solutions

1155 E Hwy 33, Ste 1

Crete, NE 68333

Telephone No. (402) 817-0731

Fax No. (908) 728-9988

Contact Person: Dave Symonsbergen

DUNS Number (Business) 01-152-9144

2. Business Organization

__ Proprietorship
__ Partnership
X_ S Corporation
__ Other

3. Business Type

X_ Start-Up
__ Existing
__ Business Buy-Out
__ Spec Building / Park

4. Business Classification

__Administrative
__ Management Headquarters
X_ Manufacturing
__ Retail
__ Service Warehouse/Distribution
____Technology
____Tourism
____Transportation

5. Project Location:

X Within the City Limits of Crete

__ Outside the City Limits, but within the Zoning Jurisdiction of Crete

__ Outside the Zoning Jurisdiction of Crete in Saline

__ Located in county (not in incorporated areas.)

Zoning Action Required? ☐ Yes X No Project in 100 yr. floodplain? ☐ Yes X No

__ If zoning action is required, please attach an explanation.

__ Attach a legal description of the project's location.

__ Attach a map of the applicant's jurisdiction, identifying the areas in which the project activity will occur.

6. Ownership Identification

A. Name	%
Dave Symonsbergen	100

B. Percentage of Company Owned by:

Women	0%
Minorities	0%
Disabled Persons	0%

7. Affiliated Businesses

A. Does the Company have a Parent or Subsidiary? ☐ Yes ☒ No
If Yes, Identify Name: _____
Address: _____
City: _____ State: _____ Zip: _____

B. Do the Owners of the Company have an Ownership interest in any Other Company? ☐ Yes ☒ No
If Yes to Either A or B Identify Below:

Company Name	Relationship	% Owned

8. **Project Participation Identification:** Identify All Entities Participating with the Financing of the Project.

A. Financial Institution(s)

Union Bank & Trust of Lincoln, NE will be working with NOVEL with SBA and LOC. They have an excellent working relationship.

B. Other Local, State or Federal Financing Sources

SBA through Union Bank & Trust of Lincoln, NE.

C. Source(s) of Equity/Investment Capital

Dave Symonsbergen, 1155 E Hwy 33, Ste 1, Crete, NE 68333

9. State the project's overall objective, including a brief history of operations to date:

The lab was built in 2008 and then NCS launched at the beginning of Quarter 2- 2009. Sales over the first year included 120 customers in 21 countries, and now growth is year 2 will easily exceed 40%. But to date the work has been done by the owner and one employee. NCS plans to add 2 scientists as well as 5 support staff (Secretary, Office Assistant, Janitor, Shipping & Receiving, Glass Washer, Lab Assistants) over the next 2 years. This development expansion will include instrumentation to accommodate the new employees. Similarly, the project will also include expansion of the infrastructure via leasehold improvements to the lab (addition of 2 fume hoods plus improvement to the HVAC system).

Exhibit B

PROJECT FINANCING AND USE OF LOAN PROCEEDS

I. Project Financing	Amount	Percent Project Cost	Annual Debt Service	Maturity	Interest Rate	Lien Position
1. CDBG Share of Project Cost	$232,000	50%	$			
2. Private Sector Financial Institution	$50,000	11%	$11,600	5 yr	6%	1st
Other (Identify)	$		$			
Total Private Sector Financing	$		$			
3. Other Federal Sources	$182,000	39%	$42,222	5 yr	6%	1st
4. Equity Injection			$			
5. TOTAL PROJECT FINANCING	$464,000	100%	$58,822			

Exhibit C

Job Creation / Retention Information

1. Total full time equivalent positions as of November 23, 2010 (date) _____2_____

2. Total new full time equivalent positions being **created** from the project which will be filled for one year or longer. _____7_____

3. The total number of **retained** FTEs that will result from the project for which notification of lay-off or termination has occurred, or is apt to occur (provide explanation) if the project is not carried out. Classify retained FTEs as follows: _____0_____

   a. Total jobs known to be currently held by LMI people. For each employee, submit the Employee Certification Form or _____

   b. Total number of jobs that can reasonably be expected to become available through turnover to LMI persons within a two year period from an award of CDBG funds. The number of jobs should be based upon the historical turnover rate for each of the past two years converted to FTE positions. _____

4. (For seasonal hiring only). Total new full time equivalent positions being created from the project which will be filled for 3 months or longer. _____

5. Provide a job description for each new position. Complete all information for each job title and identify the number of positions to be created. (Use the attached list for job titles) _____

6. Describe training and recruitment opportunities that would make the retained jobs available to LMI persons. All CDBG funded projects may use Nebraska Workforce Development for their recruiting of new employees to assist in the documentation of first consideration being given to low and moderate income persons. Nebraska Workforce Development will obtain and keep on file for verification the necessary information about the person to determine low and moderate income status. The distance from residence and availability of transportation to the employment site should also be considered in determining whether a particular low and moderate income person can seriously be considered an applicant for the job.

7. Complete the projected hiring schedule for positions expected to become available through turnover.

Job Descriptions

No. of FTE Positions to be Created	Job Title	Skills (describe)	Education (indicate HS education, specialized training, 4-yr degree, other)	Experience (No. of yrs)	Wage / Salary	Benefit Package
Created						
2	Scientist	Communication, attention to detail, ability to self start	4 year degree		$36,000	$350/month toward Health Insurance Premium; 7.65% to Social Security/Medicare; Unemployment Insurance; premium for $20,000 Term Life Insurance Policy; 7 paid holidays plus 2 floating holidays; 10 vacation days.
1	Secretary	Communication, ability to follow directions	High School or Equivalency		$12-$15	
1	Office assistant	Communication, ability to follow directions	High School or Equivalency		$9-$12	
2	Lab Assistant	Communication, ability to follow directions Ability to lift up to 20 lbs.	H.S. Diploma and one year work experience required or preferred		$12-$15	
1	Glass Washer	Strong work ethic Communication, ability to follow directions	High School or Equivalency		$9 - $12	

Business Signature – Authorized Person 2 / 11 Date

Dave Symonsbergen, President

Exhibit C (continued)

Nebraska Department of Economic Development

TITLES FOR JOB CREATION/RETENTION

Economic Development Application

For each job retained or created, the following general titles are to be used. If additional titles are to be used for clarification, place in parentheses under these general titles.

1. **Officials and Managers** - Occupations requiring administrative personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual departments or special phases of a firm's operation.

2. **Professionals** - Occupations requiring either college graduation or experience of such an amount as to provide a comparable background.

3. **Technicians** - Occupations requiring a combination of basic scientific knowledge and manual skills which can be obtained through about two years of post high school education, such as is offered in many technical institutes and junior colleges, or through equivalent on-the-job training.

4. **Sales** - Occupations engaging wholly or primarily in direct selling.

5. **Office and Clerical** - Includes all clerical type work regardless of level of difficulty, where the activities are predominantly non-manual.

6. **Crafts Workers (skilled)** - Manual workers of relatively high skill level having thorough and comprehensive knowledge of the processes involved in their work; exercise independent judgment and usually receive extensive training.

7. **Crafts Workers (semi-skilled)** - Workers who operate machines or processing equipment or perform other factory type duties of intermediate skill level which can be mastered in a few weeks and require limited training.

8. **Laborers** - Workers in manual occupations which generally require no special training.

EXHIBIT D

CRETE

APPLICANT'S STATEMENT OF ASSURANCES AND CERTIFICATIONS

The City of Crete, Nebraska (Applicant) hereby assures and certifies to the Nebraska Department of Economic Development (the Department) regarding an application for Community Development Block Grant (CDBG) funds, the following:

LOCAL GOVERNMENT CERTIFICATIONS

1. It has previously adopted, on May 18, 2004, an **Excessive Force Policy** which remains in effect.

2. It has previously adopted, on May 18, 2004, a **Code of Conduct** which remains in effect.

3. It has previously adopted, on May 18, 2004, **Procurement Procedures** which remains in effect.

4. It has previously adopted, on April 5, 2005, a **Residential Antidisplacement and Relocation Assistance Plan** which remains in effect.

5. It has previously adopted, on April 5, 2005, a **Citizen Participation Plan** which remains in effect. The adopted Citizen Participation Plan contains substantially similar language as the sample plan in these guidelines.

6. It has previously adopted, on September 1, 1992, and continues to pursue **Fair Housing Practices** which remains in effect.

7. It has previously furnished to the department a **Financial Management Certification** dated May 18, 2004, which remains accurate.

8. There are no significant unresolved audit findings relating to any prior grant award from the federal and/or state government which would adversely affect the administration of this grant.

9. No legal actions are underway or being contemplated that would significantly impact the Applicant's capacity to effectively administer the program, and to fulfill the CDBG program; and

10. No project costs have been incurred which have not been approved in writing by the Department.

FEDERAL COMPLIANCE CERTIFICATIONS

11. It will adopt and follow a residential anti-displacement and relocation assistance plan which will minimize displacement as a result of activities assisted with CDBG funds.

12. It will conduct and administer its programs in conformance with:
    a. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and the regulations issued pursuant thereto (24 CFR Part 1).

    b. Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-284), as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing, and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing and the provision of brokerage services.

    c. The Fair Housing Act of 1988 (42 USC 3601-20) and will affirmatively further fair housing.

13. It will not attempt to recover any capital costs of public improvements assisted in whole or part by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (1) grant funds are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than grant funds, or (2) for purposes of assessing any amount against properties owned and occupied by persons of LMI who are not persons of very-low income, the recipient certifies to the State that it lacks sufficient grant funds to comply with the requirements of clause (1).

14. It will comply with all provisions of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited previously as well as with other applicable laws.

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CRETE

SPECIAL REQUIREMENTS AND ASSURANCES.

15. The Applicant will comply with the Administrative Requirements of the program, those applicable items in the current Consolidated Plan, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, and 24 CFR Part 570 including parts not specifically cited below and the laws, regulations and requirements, both federal and state, as they pertain to the design, implementation and administration of the local project, including but not limited to the following:

CIVIL RIGHTS AND EQUAL OPPORTUNITY PROVISIONS.

- Public Law 88-352, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d), et. seq.) (24 CFR Part 1)
- Section 109 of the Housing and Community Development Act of 1974, As Amended
- Age-Discrimination Act of 1975, As Amended (42 U.S.C. 6101, et. seq.)
- Section 504 of the Rehabilitation Act of 1973, As Amended (29 U.S.C. 794) and the Americans with Disability Act
- Executive Order 11246, As Amended
- Executive Order 11063, As Amended by Executive Order 12259 (24 CFR Part 107)

ENVIRONMENTAL STANDARDS AND PROVISIONS.

- Section 104(f) of the Housing and Community Development Act of 1974, As Amended
- Title IV of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4831) and the Implementing Regulations found at 24 CFR Part 35
- The National Environmental Policy Act of 1969 (42 U.S.C. Section 4321, et. seq., and 24 CFR Part 58)
- The Clean Air Act, As Amended (42 U.S.C. 7401, et. seq.)
- Farmland Protection Policy Act of 1981, (U.S.C. 4201, et. seq.)
- The Endangered Species Act of 1973, As Amended (16 U.S.C. 1531, et. seq.)
- The Reservoir Salvage Act of 1960 (16 U.S.C. 469, et. seq.), Section 3 (16 U.S.C. 469 a-1), As Amended by the Archaeological and Historic Preservation Act of 1974
- The Safe Drinking Water Act of 1974 [42 U.S.C. Section 201, 300(f), et. seq., and U.S.C. Section 349 as Amended, particularly Section 1424(e) (42 U.S.C. Section 300H-303(e)]
- The Federal Water Pollution Control Act of 1972, As Amended, including the Clean Water Act of 1977, Public Law 92-212 (33 U.S.C. Section 1251, et. seq.)
- The Solid Waste Disposal Act, As Amended by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. Section 6901, et. seq.)
- The Fish and Wildlife Coordination Act of 1958, As Amended, (16 U.S.C. Section 661, et. seq.)
- EPA List of Violating Facilities
- HUD Environmental Standards (24 CFR, Part 51, Environmental Criteria and Standards and 44 F.R. 40860-40866, July 12, 1979)
- The Wild and Scenic Rivers Act of 1968, As Amended (16 U.S.C. 1271, et. seq.)
- Flood Insurance
- Executive Order 11988, May 24, 1978: Floodplain Management (42 F.R. 26951, et. seq.)
- Executive Order 11990, May 24, 1977: Protection of Wetlands (42 F.R. 26961, et. seq.)
- Environmental Protection Act, NEB. REV. STAT. 81-1501 to 81-1532 (R.R.S. 1943)
- Historic Preservation

LABOR STANDARDS AND PROVISIONS.

- Section 110 of the Housing and Community Development Act of 1974, As Amended
- Fair Labor Standards Act of 1938, As Amended, (29 U.S.C. 102, et. seq.)
- Davis-Bacon Act, As Amended (40 U.S.C. 276-a - 276a-5); and Section 2; of the June 13, 1934 Act., As Amended (48 Stat. 948.40 U.S.C. 276(c), Popularly Known as The Copeland Act
- Contract Work Hours and Safety Standards Act (40 U.S.C. 327, et. seq.)
- Section 3 of the Housing and Urban Development Act of 1968 [12 U.S.C. 1701(u)]

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EXHIBIT D

CRETE

FAIR HOUSING STANDARDS AND PROVISIONS.

- Section 104(a)(2) of the Housing and Community Development Act of 1974, As Amended
- Public Law 90-284, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601, et. seq.). As Amended by the Fair Housing Amendments Act of 1988
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, As Amended (42 U.S.C. 4630) and the Implementing Regulations Found at 49 CFR Part 24
- Relocation Assistance Act, NEB. REV. STAT. 76-1214 to 76-1242 (R.S. Supp. 1989)
- Nebraska Civil Rights Act of 1969 20-105 to 20-125, 48-1102 and 48-1116
- Uniform Procedures for Acquiring Private Property for Public Use, NEB. REV. STAT. 25-2501 to 25-2506 (R.R.S. 1943)

ADMINISTRATIVE AND FINANCIAL PROVISIONS.

- U.S. Office of Management and Budget Circular A-87 "Cost Principles for State and Local Governments"
- U.S. Office of Management and Budget Circular A-102 "Uniform Administrative Requirements for Grants-in-Aid to State and Local Governments"
- 24 CFR 570.503 - Grant Administration Requirements for Use of Escrow Accounts for Property Rehabilitation Loans and Grants
- 24 CFR 570.488 to 570.499a - States Program: State Administration of CDBG Nonentitlement Funds
- Community Development Law, NEB. REV. STAT. 18-2101 to 18-2144 (R.S. Supp. 1982)
- Public Meetings Law, NEB. REV. STAT. 18-1401 to 18-1407 (R.R.S. 1943)

MISCELLANEOUS.

- Hatch Act of 1938, As Amended (5 U.S.C. 1501, et. seq.)

The Applicant hereby certifies that it will comply with the above stated assurances.

Signed _____

Title Mayor City of Crete _____ Subscribed in my presence and sworn to before me.

Date _____ _____

Notary Public

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Resolution 2011-07

RESOLUTION AUTHORIZING CHIEF ELECTED OFFICIAL TO SIGN AN APPLICATION FOR CDBG FUNDS

Whereas, the **City of Crete**, Nebraska is an eligible unit of a general local government authorized to file an application under the Housing and Community Development Act of 1974 as Amended for Small Cities Community Development Block Grant Program, and,

Whereas, the **City of Crete**, Nebraska has obtained its citizens' comments on community development and housing needs; and has conducted public hearing(s) upon the proposed application and received favorable public comment respecting application which for an amount of $237,000 in CDBG funds. Activities and cost include $232,000 of CDBG funds for working capital and $5,000 for general administration. Union Bank & Trust, Lincoln, NE will provide the remaining $232,000 (50%) of the project cost through a SBA and LOC, providing a total project cost of $469,000. All of the CDBG funds will be used for activities that will meet the CDBG National Objective of benefiting low-to-moderate income persons and will create seven jobs.

NOW, THEREFORE, BE IT RESOLVED BY

The **City Council of Crete**, Nebraska, that the **Mayor** be authorized and directed to proceed with the formulation of any and all contracts, documents or other memoranda between the **City of Crete**, Nebraska and the Nebraska Department of Economic Development so as to effect acceptance of the grant application.

_____
Signed

Roger Foster, Mayor _____

_____
Date