



Business Attachments

1	Resumes of principals and officers	
2	Detailed personal financial statement for principals of the business	
3	Business Plan	
4	Employee personnel manual	
5	Financial Statements for at least the last three years	
6	Projected financial statements for 3 to 5 years forward	
7	Financial information for affiliated companies (if any)	
8	Independent appraisals for any real estate to be acquired as a result of the project	
9	Independent appraisals or vendor quotations for machinery, equipment or inventory to be acquired for the project	
10	Project pro-forma showing cash flow status	
11	Firm letters of commitment from all external funding sources for the project	
12	Documentation of equity/internal sources of funds	
13	Letter of commitment from the business to create/retain the jobs	
14	Corporate resolution certifying business's commitment both to the project and to the job creation/retention	
15	Purchase and Sale Agreement or Lease Agreement if applicable	
16	Agreement with partner service agency if applicable	
17	Certificate of Good Standing from the NH Secretary of State	
18	Current payroll	
19	Income Surveys for Affected Employees (if retained jobs)	
20	Calculation and explanation of "Cash Value of CDBG Assistance to the business" (to be prepared by CPA or Certified Economic Development Professional, per CDFA 307.01(h)(3))	
21	Backup calculations/justification for Financial Indicators Scoring on this project	
22	Evidence of funding gap created by lack of available financing (i.e. bank denial letter(s), etc.).	
23	Type(s) of security/collateral to be pledged by Business to protect CDBG funds	