

APPENDIX J: AIR QUALITY FACILITY APPLICATION



**OHIO AIR QUALITY DEVELOPMENT AUTHORITY
Clean Air Improvement Program Application**

Prior to application submission, please review complete Program Guidelines and the Air Quality Facility definition to ensure that project submitted are eligible for consideration.

I. Applicant Information

Legal Business or Individual Name: (Must Match W9)

Business Name, Trade name, Doing Business as: (If different than above)

Type of Business (Check the box that applies):

Sole Proprietor Individual Partnership Corporation Public Entity

Limited Liability Company Association Not-for-Profit Other _____

Is this business owned by a woman? Yes No

Is this a minority-owned business? Yes No

Is this business owned by a veteran or individual on active service? Yes No

Ohio Secretary of State Registration number: _____

Tax Identification Number/Social Security Number: _____

NAICS Code: _____

Address: _____

City, State, Zip: _____ County: _____

Email: _____

Length of time operating in Ohio: _____ Number of employees: _____

Include a brief description of your business (This description may be shared for public use):

II. Owner or Authorized Person/Signatory Information

Name: _____ Title: _____

Address: _____

City, State, Zip: _____ County: _____

Phone: _____ Fax: _____

Email: _____

III. Project Representative Information (if different than owner who manages the project):

Name: _____

Company: _____ Title: _____

Address: _____

City, State, Zip: _____ County: _____

Phone: _____ Fax: _____

Email: _____

IV. Technical Contact (Technical contact should be able to respond to technical questions concerning this application)

Name: _____

Company: _____ Title: _____

Address: _____

City, State, Zip: _____ County: _____

Phone: _____ Fax: _____

Email: _____

V. Financing Information

Include project term sheet and/or disclosure statements on financing

Check the box which identifies the intended placement of the OAQDA bonds:

Direct Placement Public Offering

Proposed Lender/Underwriter: _____

Lender/Underwriter Contact: _____ Title: _____

Address: _____

City, State, Zip: _____ County: _____

Phone: _____ Fax: _____

Email: _____

Loan Amount: _____ Target Closing Date: _____

Additional Consultants or Professionals Involved (*please attach document on all contacts if necessary*):

Name: _____

Company: _____ Title: _____

Address: _____

City, State, Zip: _____ County: _____

Phone: _____ Fax: _____

Email: _____

VI. Project Information

Project Address: _____

City, State, Zip: _____ County: _____

Beginning date: _____ Projected completion date: _____

Present number of employees: Permanent full-time: _____ Part-time: _____

Expected Job Creation: Permanent full-time: _____ Part-time: _____

Construction Personnel: Full-time: _____ Part-time: _____

Include a brief description of project (This project description may be shared for public use):

Type of Project (Check the box that applies):

<input type="checkbox"/> Whole Building, INCLUDE SUPPLEMENT A and as applicable SUPPLEMENT D and E	<input type="checkbox"/> Renewable Generation, INCLUDE SUPPLEMENT D
<input type="checkbox"/> Component Isolation <input type="checkbox"/> New Construction, INCLUDE SUPPLEMENT B <input type="checkbox"/> Retrofit, INCLUDE SUPPLEMENT C	<input type="checkbox"/> USEPA Criteria Pollutant Reduction, INCLUDE SUPPLEMENT E <input type="checkbox"/> Solid Waste Disposal, INCLUDE SUPPLEMENT E

This application will be reviewed for completeness and compliance with the definition of an air quality facility per Ohio Revised Code 3706.01 (G). (Check the box that applies):

ORC 3706.01 (G) 1 - Any method, modification or replacement of property, process, device, structure, or equipment that removes, reduces, prevents, contains, alters, conveys, stores, disperses, or disposes of air contaminants or substances containing air contaminants, or that renders less noxious or reduces the concentration of air contaminants in the ambient air, including, without limitation, facilities and expenditures that qualify as air pollution control facilities under section 103 (C)(4)(F) of the Internal Revenue Code of 1954, as amended, and regulations adopted thereunder

ORC 3706.01 (G) 4 - Any property or portion thereof used for the collection, storage, treatment, utilization, processing, or final disposal of a by-product or solid waste resulting from any method, process, device, structure, or equipment that removes, reduces, prevents, contains, alters, conveys, stores, disperses, or disposes of air contaminants, or that renders less noxious or reduces the concentration of air contaminants in the ambient air

- ORC 3706.01 (G) 5 - A property, device, or equipment that promotes the reduction of emissions of air contaminants into the ambient air through improvements in the efficiency of energy utilization or energy conservation
- ORC 3706.01 (G) 9 - A property, device, or equipment that promotes the reduction of emissions of air contaminants into the ambient air through the generation of clean, renewable energy with renewable energy resources or advanced energy resources as defined in section 3706.25 of the Revised Code
- ORC 3706.01 (G) 11 - A property, device, or equipment related to the recharging or refueling of vehicles that promotes the reduction of emissions of air contaminants into the ambient air through the use of an alternative fuel as defined in section 125.831 of the Revised Code or the use of a renewable
- Other _____

VII. Project Budget

The budget should be presented as a breakdown of each component of the project that improves air quality. The budget total should equal the loan amount requested. Include a sources and uses statement which specifies the plan for OAQDA funds.

Air Quality Improvement Measure	Equipment	Inclusion Rationale (A)	Equipment Material Costs(B)	Equipment Ancillary Costs(C)	REQUESTED FUNDING TOTAL (B+C)
Brief Description	(Make/Model)		\$	\$	\$
TOTAL			\$	\$	\$

(A) Identify the type of air quality improvement project type (energy efficiency (EE), thermal performance (TP), renewable energy generation (RE), criteria pollutant (CP), Other (Please specify))

(B) Include all costs specific to the equipment or project

(C) Include all anticipated miscellaneous or soft costs related to each measure or equipment (project management, consulting and professional service fees)

VIII. Community Impact

As it relates to your project as described in Section VI of the Program Guidelines, please attach information to your application that describes the role of your project in improving the community and other local impacts, including but not limited to:

- Describe local impact benefits to air quality, economics and community development and growth as a result of the project.
- Identify the specific jurisdictions impacted by or encompassing the project site (i.e. municipalities or townships, county, school district or other local entities) and reference any local officials involved as part of your project discussions.
- Include copies of the Stakeholder Engagement Template, Appendix D, and any other agreements or letters of support. Describe the viability of project with or without OAQDA financing and the role of potential tax exemptions.

IX. Applicant Financial Liability / Prior Legal Action

Identify if the applicant, owner, related companies, or any of their respective officers:

Owe any delinquent taxes to the State, any state agency, or a political subdivision of the State?

Yes No

Owe any monies to the State or to a state agency for the administration or enforcement of the environmental laws of the State? Yes No

Owe any past-due monies to the State, a state agency, or a political subdivision of the State?

Yes No

Have any existing tax liens by the state or a political subdivision of the State? Yes No

Have a state loan on which it has defaulted? Yes No

Have been convicted of a felony? Yes No

Have been convicted of or enjoined from any violation of state or federal securities law?

Yes No

Have been a party to any consent order or entry with respect to an alleged state or federal securities law violation? Yes No

Have been a defendant in a civil or criminal action? Yes No

If answer is "Yes" for any of these, please explain below:

X. Tax Status Review Packet information

Provide your evaluation of tax benefits expected pursuant to Program tax exemptions from (i) sales and use taxes, (ii) property taxes, and (iii) bond interest.

Preliminary tax exemption qualification detail; prepared in coordination with OAQDA.

Authorization/Signature

I hereby certify that I am an authorized representative of and can sign on behalf of the company submitting this application.

I hereby certify the information contained in this application is true and accurate to the best of my knowledge.

I understand OAQDA has the right to request additional information as needed or reject any portion of this application.

I will notify OAQDA promptly of any changes in scope that would result in changes to information submitted in this application.

I will notify OAQDA promptly of any changes in ownership of the company/entity submitting this application.

I acknowledge that if direct placement of the OAQDA bond is requested, the lender has an understanding of its role in purchasing the bond and investment in the transaction.

I acknowledge and agree that as the applicant/borrower, I am responsible for the payment of fees of professional services associated with the review, approval and implementation of my project as part of the bonds issued by the Authority. I also agree to pay for all costs incurred on my project if bonds are

not issued, and if bonds are issued, I agree to pay up to 25% of the Authority administrative fee based on the principle amount of the bonds.

Name: _____ Title: _____

Signature: _____ Date: _____

[remainder of page intentionally blank, see following page for submission information]

Next Steps

1. Submit completed application to:

The Ohio Air Quality Development Authority
1118 LeVeque Tower
50 West Broad Street
Columbus, OH 43215-5910

Or: application@aqda.state.oh.us.

1. The application will be reviewed for completeness and compliance with the definition of an air quality facility as defined in ORC 3706 and other state compliance checks (i.e. Ohio EPA, Secretary of State, Taxation).
2. The Executive Director or designee will advise of any additional information needed as part of the application review process. Specialized professional experts, such as technical and financial advisor, will be engaged to validate the project's merits and related fees are assessed to project.
3. The Executive Director will determine the ability of a project to be scheduled at an OAQDA Board Meeting based on the completeness and merits of a project application in accordance with the program guidelines. Applicants are expected to make a presentation to OAQDA Board Members.
4. Upon approval of the bond resolution by the OAQDA Board for a project, the assigned bond counsel will coordinate the process with all applicable parties on the bond documents and closing date. All project fees must be paid as a condition to closing.
5. Upon receipt of payment for all applicable fees, OAQDA will issue the air quality certificate to the project owner, Tax Commissioner, local county auditor and bond counsel. This certificate demonstrates the applicable tax exemptions on the project approved as an air quality facility.