

Predevelopment Assistance Fund Overview

Thank you for your interest in the Office of Economic Development’s pre-development assistance fund program. Please complete and submit the following information to be considered for a pre-development assistance loan.

The Predevelopment Assistance Fund supports M/WBE developers and community developers, given historic difficulties these types of firms have faced in accessing City resources and City incentive programs. The program provides loans during the pre-development process, to help link developers with vital flexible capital to enable project feasibility. Loan amounts will be determined on a case-by-case basis according to developer need and project scope and can only be used for expenses incurred after the date of contract execution. Please review the [City of Dallas Incentive Policy](#) for additional information.

The Office of Economic Development (OED) reserves the right to reject any application, including those determined to be incomplete or inaccurate.

Please return completed form and required attachments to EcoDevInfo@dallas.gov.

Predevelopment Assistance Fund - Loan Criteria

Eligible Applicants	<ul style="list-style-type: none"> - Entities that have been certified as a Minority or Woman Business Entity by the North Central Texas Regional Certification Agency, Dallas Fort Worth Minority Business Council, or the Women’s Business Council – Southwest. - Community developers, often known as community development corporations, neighborhood development corporations, or community-based organizations, vary in organizational structure and size, but are defined by a mission to serve low-income families and distressed communities, with a focus on real estate development for housing and commercial properties.
Eligible Uses ¹	<ul style="list-style-type: none"> - Market studies and financial feasibility analysis - Site assessment (e.g., environmental tests and structural assessments) completed by vendors with appropriate licenses and credentials - Design work (architecture and engineering) completed by vendors with appropriate licenses and credentials - Similar third-party pre-development expenses approved by the Office of Economic Development
Loan Amount	Up to \$25,000

Loan Term	Mature on the earlier of (1) the closing date of construction financing for the project, or (2) 12 months from the date of payment by the City.
Interest Rate	0%; Interest Free
Collateral Security	First lien deed of trust filed in the relevant county's real property records against property owned by the borrower valued in an amount equal to or greater than the predevelopment loan amount, and/or by a personal guarantee from the principal of the borrower along with documentation that the borrower controls assets valued in an amount equal to or greater than the predevelopment loan amount.

¹ Final projects funded by the predevelopment assistance fund may not include the following: -Businesses that require a sexually oriented business license under Chapter 41A of the Dallas City code, liquor stores, pawn shops, credit access businesses, body piercing studios, or tattoo studios, as those terms defined by the Dallas Development Code, or other uses incompatible with surrounding neighborhood uses, as determined by Office of Economic Development.

Applicant Information

APPLICANT NAME:

APPLICANT ADDRESS:

APPLICANT PHONE:

APPLICANT EMAIL:

APPLICANT WEBSITE (if applicable):

NAME OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED REPRESENTATIVE PHONE:

AUTHORIZED REPRESENTATIVE EMAIL:

The organization is:

Publicly Traded Privately Held Non-Profit N/A

Has the organization filed for bankruptcy in the past five years? Yes No

Has the organization previously defaulted on any City of Dallas incentive agreement? Yes No

Is the proposed project a business that (1) requires a sexually oriented business license under Chapter 41A of the Dallas City Code, or (2) a liquor store, pawn shop, credit access business, body piercing studio, or tattoo studio, as those terms are defined by the Dallas Development Code?

Yes No

Is the company current on all taxes due to the City of Dallas? Yes No

Is the Company registered to do business in Texas? Yes No



Project Information

Project Name:

Brief Summary

Project Address

Zip Code

Project Type

Please select the appropriate category:

- Residential
- Office
- Retail
- Mixed-Use
- Industrial
- Operating Business
- Community Facility
- Other, please describe

Applicant's Current Site Control Status

Please select the appropriate category

- Own
- Purchase Option Agreement (please attach)
- Lease
- Other, please describe and attach relevant documentation:

Additional Project Information

Is the company registered as a Minority Owned Business by an approved certifying agency (North Central Texas Regional Certification Agency, Dallas Fort Worth Minority Business Council, or the Women's Business Council – Southwest)?

Yes No

Is the company registered as a Woman Owned Business by an approved certifying agency (North Central Texas Regional Certification Agency, Dallas Fort Worth Minority Business Council, or the Women's Business Council – Southwest)?

Yes No

Please indicate which of the following apply to the individual applying for funding:

- | | | |
|--|---|--|
| <input type="checkbox"/> Asian or Asian American | <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> Female |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Native American | <input type="checkbox"/> Veteran |
| <input type="checkbox"/> Disabled | <input type="checkbox"/> LGBTQ | <input type="checkbox"/> None of the above |
| | <input type="checkbox"/> White | |

Does the organization function as a community developer?

- Yes No

Please describe the company's previous experience with the type of project you are seeking funding for (examples of previous projects completed or demonstrated ability to successfully complete project)

Financial Information

Please indicate which predevelopment cost you are seeking funding for and provide the estimated expense:

- Market studies and financial feasibility analysis
- Site assessment (e.g., environmental tests and structural assessments) completed by vendors with appropriate licenses and credentials
- Design work (architecture and engineering) completed by vendors with appropriate licenses and credentials
- Similar third-party pre-development expenses (please describe):

Briefly describe the type of collateral and/or security for this project:

What is the repayment event and source?

Please provide a list of the pre-development vendors you intend to use and indicate the general scope of work. If approved, you will be required to submit the vendor contracts with a detailed scope of work and detailed cost estimate.

Please attach all applicable documents as listed below:

- Proof of site ownership
- Proof of site control status
- Minority Owned Business Entity Certification
- Woman Owned Business Entity Certification
- Organization Bylaws for Community Developers
- Other (please describe):

AUTHORIZED AGENT

CERTIFICATION OF AUTHORIZED REPRESENTATIVE:

I, _____, hereby certify that I am an authorized signatory of applicant, and also certify that all materials submitted in this application, including all attachments, are true and correct to the best of my knowledge. I understand that any attempt to falsify or misrepresent information in this application shall result in disqualification. Further, I hereby consent to requests that the City of Dallas may make of third parties for information to substantiate information provided in this application, and I authorize third parties to release such information to the City of Dallas.

Signed:

Print Name:

Date: