



The City of Haven serves its citizens and businesses
by providing essential services;
opportunities for quality family life;
and progressive economic growth.

Economic Development
P.O. Box 13
Haven, KS 67543
T: 620.465.3618
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HAVEN BUSINESS ASSISTANCE PROGRAMS

In providing assistance to new businesses and the expansion of existing businesses, the City of Haven has two programs available:

- I. **The Business Development Program:** This program is designed for new or expanding businesses. A company considering Haven as a site for a new business or an existing business that is considering expansion must complete the Business Development Application form. Copy attached. Upon receipt of the completed application form, the Haven Economic Development Committee will review and approve the use of the Cost Benefit Analysis to determine if the application meets the established return on investment of 1 to 1:2 for use of city funds for the business submitting the application. If the CBA is approved, the EDC will forward the application and CBA to the city for review and necessary action.
- II. **The Business Enhancement Program.** This program is available to existing businesses that would like assistance in enhancing their existing business but may not increase jobs or invest additional capital. A business may submit an application (enclosed) to the Haven Economic Development Committee for consideration and recommendation to the Haven City Council for funding. Guidelines and procedures for use of this program are attached.



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CITY OF HAVEN

NEW OR EXPANDING BUSINESS DEVELOPMENT APPLICATION FORM

New or expanding businesses interested in asking for funding assistance from the City of Haven for their new or expanding business must complete the following form. Following completion of the form, the Haven Economic Development Committee will review the application and, provided the EDC agrees, direct a Cost Benefit Analysis (CBA) be performed. This Cost Benefit Analysis must provide a return on investment (ROI) of \$1 to \$1.2 in order to receive approval. After the CBA is completed, the Haven EDC will forward their recommendation to the City of Haven for review and approval / disapproval.

a. Job Creation

- 1) Will your new or expanding business bring new jobs to our community? How many? _____ When? _____
- 2) List the wage scale for each type and number of jobs being created.
 - i. No. of jobs _____ with annual wages up to \$25,000
 - ii. No. of jobs _____ with annual wages \$25,001 to \$50,000
 - iii. No. of jobs _____ with annual wages over \$50,000

b. Capital Investment

- 1) Will your business be making an investment in:
 - i. Land? Amount \$ _____ When? _____
 - ii. Buildings? Amount \$ _____ When? _____
 - iii. Other capital improvement? Amount \$ _____ When? _____
- 2) Is this investment being provided by the company or will they expect local investors or another source of capital to participate in the capital investment of the company?
- 3) What is the past history of the financial condition of the company?
- 4) Does the business require the City's funding support to establish or expand their business ?

c. Need

- 1) Is there a demonstrated need for the products and services to be provided by this company?
- 2) Is there an existing business that is providing this same service or product in our community?
- 3) If the need is a local need, is there sufficient available consumer demand and capability to support the activity?

d. Management and Operation

- 1) Does this new or expanding company have the management capability to operate and manage the company in a productive and profitable manner?
- 2) If this is an existing business, what is the financial condition of the company? Does the company have an outstanding legal action or back taxes, either state or federal?
- 3) Are special skills in either management or labor required by this company?

e. **Infrastructure Support**

- 1) Will this company require special infrastructure needs that are not currently available from existing system? If so, identify the specific new service that is not now available from the City's infrastructure or utility services.
- 2) Will the company participate in extending these services to the site?

f. **Land Use Compatibility**

- 1) Will the location of the company require rezoning and special use permits to establish their operation?
- 2) Can the site be rezoned without causing land use and zoning issues within the community?

g. **Environmental Evaluation**

- 1) Will the establishment or expansion cause community environmental issues in such areas as air, water or ground pollution problems?
- 2) Are there existing environmental issues at the selected site?

Cost Benefit Analysis

Before agreeing to fund this application, the cost of the public investment by the City of Haven will be calculated against the fiscal benefit of the project. This Cost Benefit Analysis must demonstrate a return-on-investment to the City for providing the financial support being requested. This model uses a **ten-year time frame** to provide the Governing Body the ability to determine the cost benefit ratio of providing incentives, infrastructure additions or other participation. For the purposes of this model, the **threshold cost benefit ratio is 1:1.2**. That is, **for every dollar the City invests in incentives, it should expect to receive a minimum return of one dollar and twenty cents over 10 years**. This model is designed to consider all requests on an equal basis and, in doing so, serve as a tool to assist the Governing Body in their decision making process.

I understand that the information I have provided is true and accurate. In the event, the job creation projections and capital investment commitment is less than outlined on this form, the City of Haven has the authority to ask for reimbursement of funds based on a percentage basis from the listed projections above and the actual jobs and investment. Audits of these projections will be done after one year and three year periods.

Name and Title

Date