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PROJECTS COMMITTEE PRESENTATION APPLICATION

OVERVIEW:

Established in 1985, the Dothan Downtown Redevelopment Authority (DDRA) was formed to be a catalyst for the city's redevelopment efforts, and to streamline the processes for private developers to build and remodel in the Dothan Downtown district. The DDRA was inactive for some time, but reformed in 2007 after a Southern tour of downtowns by the City Leaders. The organization is governed by a board of directors and led by an executive director.

In such efforts, there are a number of ways the DDRA can help a business in their location, relocation, and growth efforts in Downtown Dothan. The process to find out how we can help starts with a presentation and this application to the Projects Committee.

PROCESS:

The Projects Committee meets most every month to hear proposals. When presenting to the Committee, they require three items from the presenter as outlined below:

1. **VISION OF PROJECT:** This includes the vision and goals of the business/project. We want to know the details of how the mission, goals, and vision will materialize and why you believe Downtown is the right choice for the venture. We want to know the history of the company/project and/or the process that led you to pursue it. This is the part of the presentation where you get us as excited as you are about the venture!
2. **FEASIBILITY OF THE PROJECT:** In this portion of the presentation we want to know the general details about the finances involved in the business/project. We want to know estimated start-up costs; seed money involved; renovation costs if applicable; as well as sales/number projections if applicable. We want to better understand the sustainability of the business and/or project.
3. **SPECIFIC REQUEST OF DDRA:** In the final portion of the presentation, we want to know how you would like the DDRA to help and assist in the project. As stated above, we have a variety of allowed methods and options to assist in economic growth, and we like to help “fill the gaps” on projects. We understand that no two gaps are the same, and this part of the presentation allows for you to make that specific need you have.

RECOMMENDATIONS:

After the completion of your presentation to the Projects Committee, they will write up a report and recommendation for the DDRA Board. If the Projects Committee recommends the project then it will go before the Finance and Investment Committee. The Finance and Investment Committee will require some or all of the following items:

- | | |
|--|---|
| <input type="checkbox"/> Business Debt Schedule | <input type="checkbox"/> Resume |
| <input type="checkbox"/> Project Cost worksheet | <input type="checkbox"/> Business Plan |
| <input type="checkbox"/> 3 years tax returns | <input type="checkbox"/> Projection Worksheet |
| <input type="checkbox"/> Personal Financial Statement | <input type="checkbox"/> Entity docs |
| <input type="checkbox"/> Financial Statement-YTD Balance Sheet & P&L | |

Other actions and meetings may be required prior to the F&I Committee making a recommendation to the DDRA Board. If the Project Committee or the F&I Committee does not recommend moving forward, then the applicant will be notified of such recommendation. All recommendations by the Projects Committee and F&I Committee require a vote of the full board in order to be implemented.

QUESTIONS:

If you should have any questions before, during, or after the application and presentation period, please contact the Executive Director for assistance. The Executive Director is there to help guide you in the needs and format of the presentation, so that you can be as prepared as possible. You can contact her directly by email: Jamie@dothandowntown.org or at the phone number listed above.

APPLICATION FOR PRESENTATION

Applicant Name: _____

Applicant Relation to Project/Business: _____

Brief Overview of Project/Business: _____

DDRA Use Only Below Line:

Received By: _____ Date: _____