# Downtown Tenant Improvement Program
# Application Score Sheet

<u>FOR USE OF REVIEW COMMITTEE ONLY</u>

<u>NOT FOR APPLICANT USE</u> – **DO NOT FILL OUT**

All tenant improvement program applications will be scored on the following criteria, on a 1 – 5 points system, with 1 being the lowest and 5 being the highest score in each section. The outcome of scoring will be presented as part of the application to the City Council.

**Project Address:** _____

**Applicant:** _____

1. **Contribution to Economic Diversity.** New businesses that diversify the types of retail and restaurants in the area provide a broader mix of offerings for consumers and drive market demand by creating a vibrant atmosphere, attracting foot traffic, providing diverse services, etc. Priority will be given to businesses that have a demonstrated market demand and align with the broader goals for revitalizing downtown. **Please circle a number to score.**

   **Lowest to Highest**

   | 1 | 2 | 3 | 4 | 5 | N/A |

2. **Community Impact.** Proposed applications should positively contribute to the community through designs that are visually appealing and cohesive to the surrounding area, creating public spaces (e.g., outdoor seating, open events, or other public facing components), or by actively engaging with the community during and after the improvement process (e.g., partnerships, events, community outreach). Priority will be given to businesses that can showcase a positive impact to the community. **Please circle a number to score.**

   **Lowest to Highest**

   | 1 | 2 | 3 | 4 | 5 | N/A |

3. **Relevant Experience.** Applicants (or their team) may have prior experience in the restaurant or retail industry, particularly with openings or operating businesses in similar markets. Priority will be given to entrepreneurs who have demonstrated success in previously launching or managing a business, or have a complete business plan to demonstrate their proposed success. **Please circle a number to score.**

   **Lowest to Highest**

   | 1 | 2 | 3 | 4 | 5 | N/A |

4. **Incentivizing Small Businesses.** This program hopes to encourage local entrepreneurs to start and open new businesses in downtown Sioux City to gain direct access to customers, build brand loyalty through a physical presence, and create a thriving downtown retail experience. All sales tax-generating businesses will be eligible for this program. **Please circle a number to score.**

   **Lowest to Highest**

   1        2        3        4        5        N/A

5. **Improvement Impact.** Long-term success for downtown tenants is one of the goals of this program. While some eligible improvements may benefit the property more than others, these improvements will provide long-term success for any business owner that could utilize the property in the future. For example, the installation of a necessary HVAC system may have a greater impact on the property than new flooring. Priority should be given to projects that will have the greatest impact on the building and provide long-term success in that space. **Please circle a number to score.**

   **Lowest to Highest**

   1        2        3        4        5        N/A

6. **Project Readiness.** Projects should provide a plan for managing the improvements, including hiring contractors and ensuring quality work is done, providing a clear and achievable timeline to opening, showcasing a strong financial plan and sufficient funding to carry out improvements, and clearly demonstrates how the requested funds are reasonable and well-justified. Priority should be given to projects that have secured financing in order to proceed with tenant improvements immediately following project award. **Please circle a number to score.**

   **Lowest to Highest**

   1        2        3        4        5        N/A

7. **Economic Impact.** One of the priorities of this program is the sales tax revenue that potential businesses will produce and the jobs that it will create (e.g., full-time, part-time, managerial, etc.). Priority should be given to projects that will create substantial employment opportunities for the local community and generate substantial tax revenue. **Please circle a number to score.**

   **Lowest to Highest**

   1        2        3        4        5        N/A

 

   **Total Points Received (out of a possible 35):**

   **Total Project Score:**

   **Comments:**