



Economic Development Retail Sales Tax Board

6801 Delmar Boulevard •University City, Missouri 63130 •314-505-8500 •Fax: 314-862-3168

**ECONOMIC DEVELOPMENT RETAIL SALES TAX FUNDS
FISCAL YEAR 2018 (JULY 1, 2017 – JUNE 30, 2018)**

GENERAL INFORMATION

In August 2006, the City of University City levied a one-quarter (1/4) percent sales tax on retail sales to be used for economic development purposes. This revenue is based on the amount of sales tax generated through point of sales within the City limits and fluctuates from year to year.

Through the Economic Development Retail Sales Tax (EDRST), funds are being invested in University City programs and projects that encourage the physical and economic redevelopment of major corridors, improve infrastructure, support existing successful business districts, and enhance efforts toward business retention, expansion and attraction. The use of revenues generated by the tax are generally for project administration, land acquisition, infrastructure, water and wastewater treatment capacity, matching state or federal grants related to long-term economic development projects, marketing, training, equipment and infrastructure and other specified uses.

A five-member volunteer Economic Development Retail Sales Tax Board helps to oversee the use of the EDRST and serves in an advisory capacity to City Council.

WHO CAN APPLY

The EDRST is generally open to any organization, with priority given to non-profit and City sponsored projects. To be considered for funding, please complete and submit the attached application.

FY17 EDRST BUDGET CALENDAR

DATE	ACTION	PERFORMED BY
December 9, 2016	Issue Application	Community Development Department
February 3, 2017	Application Deadline	Applicants
February 9, 2017	Application Packets distributed to EDRST Board	Community Development Department
February 16, 2017 – 4:00PM	EDRST Meeting – Applicant Presentations	Applicants
March 2, 2017 - 6:00PM	Public Hearing on Applications	EDRST Board, Applicants (Optional attendance)
March 16, 2017 – 4:00PM	EDRST Meeting – Vote on Recommended Budget	EDRST Board
March 27, 2017 – 5:30PM	Joint EDRST and City Council Study Session	EDRST Board and City Council – Open to the Public



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**APPLICATION FOR ECONOMIC DEVELOPMENT RETAIL SALES TAX FUNDS
FISCAL YEAR 2018 (JULY 1, 2017 – JUNE 30, 2018)**

Please complete all sections of the application. If a question does not apply to a project, please indicate “n/a” for not applicable. Please refer to “Economic Development Retail Sales Tax Board Funding Priority Guidelines” for guidance. If you are unsure if your project qualifies, please schedule a meeting with the Department of Community Development before the application deadline by contacting Jodie Lloyd, 314-505-8522. Applications should be submitted by **Friday, February 3, 2017** to Jodie Lloyd, Manager of Economic Development, City of University City, 6801 Delmar Boulevard, University City, MO 63130 or jlloyd@ucitymo.org. Applications submitted after the deadline will not be considered for funding.

Application Date:

Project Title:

SECTION 1: APPLICANT/ORGANIZATION INFORMATION

1. Applicant/Organizational Information

Name of Applicant/Organization:

Contact Person and Title:

Mailing Address:

Phone Number:

E-mail Address:

Website:

Organizational Officers (Provide Name, Address, Phone and e-mail of at least three. Provide Articles of incorporation and letter or status):

a.

b.

c.

Type of Entity:

- Sole-Proprietorship
- Corporation/Partnership/Limited Liability Company
- Not for Profit Organization
- Public/Government

501(c) 3:

Yes No If no, list type of entity:

Minority Business Enterprise (MBE) or Women Business Enterprise (WBE):

Yes No

2. **Applicant/Organization Background**

Describe the applicant/organization history and mission:

Describe the applicant/organization programs and activities:

If the request is from an organization, please provide proof of organizational support for the application (i.e. letter from organization on official letterhead, meeting minutes, etc.).

SECTION 2: PROGRAM OR PROJECT INFORMATION

3. Program or Project Summary (attach additional sheets if necessary)

Description of the Program or Project. In addition to a detailed description of the project, include a summary of the need for the program or project, goals and objectives, partners, and how the program or project meets any City plans or policies. Describe the number of jobs to be created by the specific request, if any.

Define the expected outcomes of the project, milestones and how the project success will be measured.

Program or Project Location (Attach photos of location or site, if appropriate):

Program or Project Timetable:

Type of Funding Request (check all that apply):

- Project
- Program
- Other (such as marketing, legal, professional services, grants or loans to companies for job training)

Total Budget:

Amount of funding requested from EDRST:

Is this request anticipated to be a one-time request or multi-year? If multi-year, please provide additional details, including anticipated future funding request, project details, and any other helpful information.

Complete and attach form EDRST B-1 with budget cost summary.

I CERTIFY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Name of Applicant Organization

Authorized Signature

Date