

## **Port Authority of Winona REVOLVING LOAN FUND SUMMARY**

The Port Authority of Winona currently administers a Revolving Loan Fund (RLF). The following policies and procedures are largely dictated by State and Federal laws regarding the use of these funds.

**Type of Loan:** Direct loans up to 50% of project costs not to exceed \$150,000 (minimum loan of \$10,000).

**Terms:** of each loan will be determined by the needs of the project. All loans will be collateralized as determined by Port staff based on the circumstances presented and persons with over 20% ownership in the company will be expected to provide personal guarantees. All loans will involve loan documents provided by the Port Authority. Depending on the circumstances, a loan may be additionally subject to a business subsidy/assistance agreement provided by Port staff and such other corresponding documentation as may be required by Port staff.

**Eligible Expenditures/Use of Funds:** Acquisition of land, construction or rehabilitation, site improvements, utilities and infrastructure, machinery and equipment, training and working capital.

**Types of Eligible Businesses:** New or expanding businesses; including manufacturing, service and commercial entities located in the City of Winona.

**Loan Fund Goals and Objectives:**

Create/retain permanent private sector jobs to fuel above-average economic growth:

- Investment in technology and equipment that increase productivity and provide for higher wages;
- Leverage of private investment to ensure economic renewal and competitiveness;
- Increase the local tax base to guarantee a diversified industry mix;
- Improve the quality of existing jobs, increases in wages or improvements in the job duties, training, or education associated with those jobs;
- Improve employment and economic opportunities and create a reasonable standard of living; and
- Enhance productivity growth through improved manufacturing or new technologies.

**Application Process:**

Applicant will complete the application and meet with Port staff to discuss the application, loan, security, the plans for their business and such other issues as Port staff deem necessary to proceed with the application process. The application shall include:

- Business Plan;
- Financial statements and projections (3 years);
- Sources and uses statement;
- Projected employment impact; and
- Other documentation as required by Port staff

All loans will be brought before the Port Authority Loan Review Committee and the full Port Authority Commission. Loans will be considered at a regular Port Authority meeting typically held the second Thursday of each month.