

NAP ATTACHMENT: SITE CONTROL

Your organization must demonstrate existing control, or the ability to secure control, of the site where the proposed capital project will take place. Attach site control documents to this page.

- 1. Evidence that the applicant owns the property (Original title not required)
 - Mortgage Insurance Statement
 - Title or Warranty Deed
- 2. A copy of an executed lease agreement. The lease term must extend for the duration of the **project period plus five (5) years** after the project end date. A draft document will not satisfy this requirement.
- 3. A legal option to purchase/lease the property from the present owner. The option language should stipulate the terms of the purchase or lease (timing, price, etc.), but may stipulate various options if dependent on the approval of NAP credits. A draft document will not satisfy this requirement.
- 4. A contingency contract with the current owner stipulating that the property will either be contributed outright or sold to the organization at a discount if, and when, the project receives NAP approval. The contingency contract must include the agreed upon purchase or donation price, the offer time frame, and any other relevant terms. The document must be signed by both parties and notarized. A draft document will not satisfy this requirement.
 - If credits are to be awarded on the amount of discount offered by the owner, the value of the property must be based on the lesser of the two qualified independent appraisals (i.e. conducted by state-certified or state-licensed appraisers.) Only one appraisal is required if it is either commercial property appraised at less than \$50,000, or residential property appraised at less than \$25,000.

For property acquisition using NAP donations or credits, the following documentation must be submitted to the DED prior to closing:

- One or two qualified independent appraisals--The value of the property must be based on the lesser of the two appraisals conducted by state-certified or state-licensed appraisers
- A Phase I Environmental Site Assessment is required on all non-residential real estate contributed for NAP credit or purchased using NAP contributions. (Does not pertain to property that will be leased.)

Will any other entities/organizations/tenants occupy any portion of the facility? Yes No

Building Usage

If yes, use the space below to identify the tenant, indicate if they are involved in the implementation of the project, and describe the services provided or business conducted by the tenant. Indicate the square footage or percent of facility space that will be utilized by other organizations.