

Jefferson County Industrial Development Agency

800 Starbuck Avenue, Suite 800
Watertown, New York 13601
Telephone 315-782-5865 / 800-553-4111
Fax 315-782-7915
www.jcida.com

TO: JCIDA Loan Review Committee

Robert E. Aliasso, Jr., Chair
David Converse
John Jennings

JCLDC Energy Committee

William Johnson
Paul Warneck

FROM: David J. Zembiec, CEO

DATE: April 20, 2021

**SUBJECT: JCIDA Loan Review Committee Meeting held jointly with JCLDC
Alternative Energy Committee**

A joint committee meeting has been scheduled for **Tuesday, April 27, 2021 at 8:00 a.m.** in the board room, 800 Starbuck Avenue, Watertown, NY.

Please confirm your attendance with Peggy Sampson pssampson@jcida.com at your earliest convenience.

Zoom Information:

<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVVjKytDdz09>

Meeting ID: 843 5525 0468

Passcode: 011440

1-929-205-6099 US (New York)

Thank you.

pss

C: Lyle Eaton, CFO
Marshall Weir, Deputy CEO
Jay Matteson
W. Edward Walldroff
Lisa L'Huillier
Kent Burto
Greg Gardner
Christine Powers
Rob Aiken
Justin Miller, Esq.
Media

Jefferson County Industrial Development Agency

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

www.jcida.com

Joint Committee Meeting

JCIDA LOAN REVIEW and JCLDC ALTERNATIVE ENERGY

Tuesday, April 27, 2021

8:00 a.m.

AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. TherARTpy Loan Application**
- IV. NY 18144 Game Farm, LLC Solar Application**
- V. Other/Unfinished business**
 - 1. Draft UTEP**
- VI. Adjournment**

**JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY
Resolution Number 05.06.2021.01**

**RESOLUTION FOR AUTHORIZING A MICRO ENTERPRISE LOAN TO
Suzette Robertson – TherARTpy**

WHEREAS, Suzette Robertson requested by application to this Agency a Micro Enterprise Loan in the amount of Ten Thousand One Hundred Two Dollars (\$10,102.00) for startup costs for an arts and crafts business to be created in Alexandria Bay, NY, and

WHEREAS, Staff reviewed this request and recommended approval of a loan in the amount of \$10,102 for a five-year amortization with a rate of 5%. The owner/operator will be the sole employee at this time. Collateral will be a first position on the assets of the business and a personal guarantee of Suzette Robertson, and

WHEREAS, on April 27, 2021 the Loan Review Committee of the Jefferson County Industrial Development Agency reviewed this request and recommended approval of the loan and terms to the full Board of Directors, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Industrial Development Agency that it herein approved the request for a Ten Thousand One Hundred Two Dollar (\$19,000.00) loan to Suzette Robertson for TherARTpy with all terms and conditions as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.

David J. Zembiec
CEO

**Jefferson County Industrial Development Agency
Loan Review Committee**

Date: 4/27/2021

Borrower: TherARTpy
Suzette Robertson

Amount: \$10,102.00

Terms: Five Years @ 5%

Project: Start up costs for TherARTpy-An arts and crafts business
to be created in Alexandria Bay

Personnel: 1 Employee-Owner/operator

Sources and Uses:

	<u>Sources</u>		<u>Uses</u>
JCIDA	\$10,102.00	Working Capital	\$10,102.00
Personal Equity	\$5,000.00		\$5,000.00
Total	<u>\$15,102.00</u>		<u>\$15,102.00</u>

Financial Statements:

TherARTpy

Proforma Financial Statement-Six months in operation a year (Seasonal business)

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Sales	28,449	31,294	34,423
Cost of Goods	4,200	4,200	4,200
Gross Profit	24,249	27,094	30,223
Expenses	11,605	13,456	14,004
Owner's Draw	12,000	12,000	12,000
Net Profit	<u>644</u>	<u>1,638</u>	<u>4,219</u>

Projected Cash Available

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
TherARTpy	644	1,638	4,219

Collateral:

JCIDA will have a first position lien on the assets of the business, and personal guarantee of Suzette Robertson.

Application and Expected Effect of Loan

TherARTpy

Suzette Robertson

Uses of the Funds:		\$ Amount
Rent	\$ 650	\$ -
Renovations/Construction	\$ -	
Building	\$ -	
Parking Lot	\$ -	
Subtotal	\$ 650	\$ 650
Equipment	\$ -	\$ -
Doctor	\$ -	
Optical/Computer & Software	\$ -	
Subtotal	\$ -	\$ -
Furniture / Equipment	\$ 2,675	
Signage	\$ -	
Subtotal	\$ 2,675	\$ 2,675
Miscellaneous	\$ -	\$ -
Inventory-Equity investment	\$ 3,000	\$ 3,000
Working Capital		
Advertising	\$ -	
Closing Costs	\$ -	
Insurance	\$ -	
Licence/Permits	\$ -	
Office Expense	\$ -	
Operating Supplies	\$ 1,697	
Telephone Deposit	\$ -	
Utilities	\$ -	
Reserves	\$ 7,080	
Subtotal Working Capital	\$ -	\$ 8,777
Total Project		\$ 15,102
Sources of Funding:		
	% of Total	
Personal Cash/Equity	\$ 5,000 33.1%	\$ 5,000
Bank Loan, 5 yrs, 5.00% interest	\$ 10,102 66.9%	\$ 10,102
DANC Loan, 5 yrs, 5.00 % interest	\$ - 0.0%	\$ -
Total Funding	100.0%	\$ 15,102

[illegible]

[illegible]

Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Dues & Subscriptions	0	8	8	8	8	8	8	8	8	8	8	8	100	0.35%
Moving	83	83	83	83	83	83	83	83	83	83	83	83	1,000	3.52%
Closing Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Insurance (Liability/Property)	70	70	70	70	70	70	0	0	0	0	0	0	420	1.48%
Licenses & Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Office Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Operating Supplies*	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Storage A Bay	0	0	0	0	0	0	70	70	70	70	70	70	420	1.48%
Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Storage Miami	0	0	0	0	0	0	120	120	120	120	120	120	720	2.53%
Rent/Lease	650	650	650	650	650	650	0	0	0	0	0	0	3,900	13.71%
Verizon Internet & Telephone	70	70	70	70	70	70	0	0	0	0	0	0	420	1.48%
Utilities-	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Vehicle Expense*	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$10,102; 5 yrs; 5. %	42	41	41	40	40	39	38	38	37	36	36	35	464	1.63%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Fuel	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Total Expenses	999	1,006	1,006	1,005	1,005	1,004	403	403	402	401	401	400	8,444	29.68%
Net Profit/Loss before other income/expense	3,543	3,535	3,536	3,536	3,537	3,538	(903)	(903)	(902)	(901)	(901)	(400)	15,805	55.56%
Other income/expense														
Income														
Expense														
Net Income/Expense														
Net Profit/Loss	3,543	3,535	3,536	3,536	3,537	3,538	(903)	(903)	(902)	(901)	(901)	(400)	15,805	55.56%
Less Principal Payments														
Princ.-\$10,102; 5 yrs;5 %	149	149	150	150	151	152	152	153	154	154	155	155	1,824	6.41%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %														
Princ.-														
Princ.-														
Princ.-														
Subtotal	3,394	3,386	3,386	3,386	3,386	3,386	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	(556)	13,981	49.15%
Add Ins														
Depreciation Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Amortization Expense														
Cash Available	3,394	3,386	3,386	3,386	3,386	3,386	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	(556)	13,981	49.15%
Estimated Taxes@ 20%													3,161	
Anticipated Draw	2,000	2,000	2,000	2,000	2,000	2,000	0	0	0	0	0	0	12,000	
Net Available													(1,180)	
Notes to Operating Forecast Year One (Income Statement):				File:Robertson.XLS, Year 1 Cashflow				Updated: 3-9-2020						
* Expense is variable and based on % of monthly sales to total sales.														
1. Payroll expense estimated at 16% of payroll														

[illegible]

Princ.-	0													
Princ.-	0													
	0													
Capital Purchases														
Land/Building/Renovation/Rent	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment/ Computer Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fixtures/ Furniture	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous*	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Owners Draw	0	2,000	2,000	2,000	2,000	2,000	2,000	0	0	0	0	0	0	12,000
	0													
Total Cash Paid Out	0	3,630	3,638	3,638	3,638	3,638	3,638	1,056	1,056	1,056	1,056	1,056	1,056	28,156
Cash Position of Month	9,569	11,155	12,732	14,309	15,886	17,463	19,041	17,985	16,929	15,874	14,818	13,762	12,707	*****
Non-Cash Expenses														
Amortization	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Notes to Cash Flow Year One:				File.Robertson.XLS, Year 2 Cashflow				0	Updated: 3-9-2020					
1. Cash flow is based on Year One Operating Forecast (Income Statement).														
File.Robertson.XLS, Year 2 Cashflow														
Updated: 3-9-2020														
Prepared by the Small Business Development Center														
with information provided by Client				Operating Forecast for Year Two (Income Statement)										

Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Dues & Subscriptions	0	8	8	8	8	8	8	8	8	8	8	8	100	0.32%
Moving	83	83	83	83	83	83	83	83	83	83	83	83	1,000	3.20%
Closing Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Insurance (Liability /Property)	70	70	70	70	70	70	0	0	0	0	0	0	420	1.34%
Licenses & Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Office Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Operating Supplies*	283	283	283	283	283	283	0	0	0	0	0	0	1,697	5.42%
Storage A Bay	0	0	0	0	0	0	70	70	70	70	70	70	420	1.34%
Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Storage Miami		0	0	0	0	0	120	120	120	120	120	120	720	2.30%
Rent/Lease	650	650	650	650	650	650	0	0	0	0	0	0	3,900	12.46%
Verizon Internet &Telephone	70	70	70	70	70	70	0	0	0	0	0	0	420	1.34%
Utilities-	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Vehicle Expense*	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$10,102; 5 yrs; 5. %	34	34	33	33	32	31	31	30	29	29	28	27	370	1.18%
Interest-\$; yrs;%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$; yrs.%; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Fuel	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Total Expenses	1,274	1,282	1,281	1,280	1,280	1,279	396	395	394	394	393	392	10,047	32.11%
Net Profit/Loss before other income/expense	3,742	3,734	3,735	3,735	3,736	3,737	(896)	(895)	(894)	(894)	(893)	(892)	17,047	54.47%
Other income/expense														
Income														
Expense														
Net Income/Expense														
Net Profit/ Loss	3,742	3,734	3,735	3,735	3,736	3,737	(896)	(895)	(894)	(894)	(893)	(892)	17,047	54.47%
Less Principal Payments														
Princ.-\$10,102; 5 yrs;5%	156	157	157	158	159	159	160	161	161	162	163	163	1,917	6.13%
Princ.-\$; yrs;%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %														
Princ.-														
Princ.-														
Princ.-														
Subtotal	3,586	3,577	3,577	3,577	3,577	3,577	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	15,129	48.35%
Add Ins														
Depreciation Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Amortization Expense														
Cash Available	3,586	3,577	3,577	3,577	3,577	3,577	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	15,129	48.35%
Estimated Taxes@ 20%													3,409	
Anticipated Draw	2,000	2,000	2,000	2,000	2,000	2,000	0	0	0	0	0	0	12,000	
Net Available													(280)	
Notes to Operating Forecast Year One (Income Statement):				File.Robertson.XLS, Year 2 Cashflow				Updated: 3-9-2020						
* Expense is variable and based on % of monthly sales to total sales.														
1. Payroll expense estimated at 16% of payroll														

[illegible]

Princ.-	0													
Princ.-	0													
	0													
Capital Purchases														
Land/ Building/ Renovation/ Rent	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment/ Computer Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fixtures/ Furniture	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous*	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Owners Draw	0	2,000	2,000	2,000	2,000	2,000	2,000	0	0	0	0	0	0	12,000
	0													
Total Cash Paid Out	0	3,630	3,638	3,638	3,638	3,638	3,638	1,056	1,056	1,056	1,056	1,056	1,056	28,156
Cash Position of Month	12,707	14,814	16,913	19,011	21,110	23,209	25,308	24,252	23,196	22,141	21,085	20,030	18,974	*****
Non-Cash Expenses														
Amortization	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Notes to Cash Flow Year One:				File.Robertson.XLS, Year 3 Ca			0	Updated: 3-9-2020						
1. Cash flow is based on Year One Operating Forecast (Income Statement).														
File.Robertson.XLS, Year 3 Cashflow				TherARTpy										
Updated: 3-9-2020				Suzette Robertson										
Prepared by the Small Business Development Center														
with information provided by Client				Operating Forecast for Year Three (Income Statement)										
														% of
Sales	May	June	July	August	September	October	November	December	January	February	March	April	Total	Sales
% of Sales	16.67%	16.67%	16.67%	16.67%	16.67%	16.67%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	
Retail	3,630	3,630	3,630	3,630	3,630	3,630	0	0	0	0	0	0	21,780	63.27%
DYI Drop In's	1,171	1,171	1,171	1,171	1,171	1,171	0	0	0	0	0	0	7,025	20.41%
Pre Book	936	936	936	936	936	936	0	0	0	0	0	0	5,619	16.32%
	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0	0	0	0	0	
													0	
Total Sales	5,737	5,737	5,737	5,737	5,737	5,737	0	0	0	0	0	0	34,423	100.00%
Cost of Goods*														
Retail	200	200	200	200	200	200	500	500	500	500	500	500	4,200	12.20%
DYI Drop In's	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Pre Book	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0												0	
Total Cost of Goods	200	200	200	200	200	200	500	500	500	500	500	500	4,200	12.20%
Gross Profit	5,537	5,537	5,537	5,537	5,537	5,537	(500)	(500)	(500)	(500)	(500)	(500)	30,223	87.80%
Expenses														
Payroll	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Payroll Expense @ 16%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Accounting & Legal	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Advertising*	83	83	83	83	83	83	83	83	83	83	83	83	1,000	2.91%
Common Area Charges		0	0	0	0	0	0	0	0	0	0	0	0	0.00%

Disability Insurance	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Dues & Subscriptions	0	8	8	8	8	8	8	8	8	8	8	8	100	0.29%
Moving	83	83	83	83	83	83	83	83	83	83	83	83	1,000	2.91%
Closing Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Insurance (Liability/Property)	70	70	70	70	70	70	0	0	0	0	0	0	420	1.22%
Licenses & Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Office Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Operating Supplies*	283	283	283	283	283	283	0	0	0	0	0	0	1,697	4.93%
Storage A Bay	0	0	0	0	0	0	70	70	70	70	70	70	420	1.22%
Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Storage Miami	0	0	0	0	0	0	120	120	120	120	120	120	720	2.09%
Rent/Lease	650	650	650	650	650	650	0	0	0	0	0	0	3,900	11.33%
Verizon Internet & Telephone	70	70	70	70	70	70	0	0	0	0	0	0	420	1.22%
Utilities-	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Vehicle Expense*	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$10,102; 5 yrs; 5.0%	27	26	25	24	24	23	22	22	21	20	20	19	272	0.79%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Interest-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Fuel	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Total Expenses	1,266	1,274	1,273	1,272	1,272	1,271	387	387	386	385	385	384	9,949	28.90%
Net Profit/ Loss before other income/expense	4,271	4,264	4,264	4,265	4,266	4,266	(887)	(887)	(886)	(885)	(885)	(884)	20,274	58.90%
Other income/expense														
Income														
Expense														
Net Income/ Expense														
Net Profit/ Loss	4,271	4,264	4,264	4,265	4,266	4,266	(887)	(887)	(886)	(885)	(885)	(884)	20,274	58.90%
Less Principal Payments														
Princ.-\$10,102; 5 yrs;5%	164	165	166	166	167	168	168	169	170	170	171	172	2,015	5.85%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Princ.-\$; yrs; %														
Princ.-														
Princ.-														
Princ.-														
Subtotal	4,107	4,099	4,099	4,099	4,099	4,099	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	18,259	53.04%
Add Ins														
Depreciation Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Amortization Expense														
Cash Available	4,107	4,099	4,099	4,099	4,099	4,099	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	(1,056)	18,259	53.04%
Estimated Taxes@ 20%													4,055	
Anticipated Draw	2,000	2,000	2,000	2,000	2,000	2,000	0	0	0	0	0	0	12,000	
Net Available													2,204	
Notes to Operating Forecast Year One (Income Statement):				File:Robertson.XLS, Year 3 Cashflow				Updated: 3-9-2020						
* Expense is variable and based on % of monthly sales to total sales.														
1. Pavroll expense estimated at 16% of payroll														

Schedule A

Personal Financial Statement

As of: March 18, 2021

Complete this form for: (1) each proprietor, or (2) each limited partner who owns 10% or more interest and each general partner, or (3) each stockholder owning 10% or more of voting stock and each corporate officer and director, or (4) any other person or entity providing a guaranty on the loan.

Name Suzette Robertson Business Phone (786) 778-8436
 Residence Address 42663 Shaws #2, Apt 5R Residence Phone: (786) 778-8436
 City, State, & Zip Code Alexandria Bay, NV, 13607
 Business Name of Applicant/Borrower The ART py

ASSETS	(Omit Cents)	LIABILITIES	(Omit Cents)
Cash on hands & in Banks	\$ <u>520</u>	Accounts Payable	\$
Savings Accounts	\$ <u>10,709</u>	Notes Payable to Banks and Others	\$ <u>35,615</u>
IRA or Other Retirement Account	\$ <u>283,821</u>	(Describe in Section 2)	
Accounts & Notes Receivable	\$	Installment Account (Auto)	\$
Life Insurance-Cash Surrender Value Only	\$	Mo. Payment \$	
(Complete Section 8)		Installment Account (other)	\$
Stocks and Bonds	\$	Mo. Payment \$	
(Describe in Section 3)		Loan on Life Insurance	\$
Real Estate	\$	Mortgages on Real Estate	\$
(Describe in Section 4)		(Describe in Section 4)	
Automobile-Present Value	\$	Other Liabilities	\$
Other Assets	\$	(Describe in Section 7)	
(Describe in Section 5)		Total Liabilities	\$ <u>10,000</u>
		Net Worth	\$
Total	\$ <u>295,050</u>	Total	\$ <u>45,615</u>

Section 1. Source of Income	Contingent Liabilities
Salary	\$
Net Investment Income	\$
Real Estate Income	\$
Other Income (Describe below)*	\$
<u>expecting approx 7 in 2 wks - tax return.</u>	
Description of Other Income in Section 1.	

Living off of investments while completing graduate studies
Graduating April 6/2021

Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

Section 2. Notes Payable to Banks and Others.

Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency	y Collateral
<u>Credit Cards</u>					
<u>Scotiabank ...0021</u>		<u>8975</u>	<u>146.00</u>	<u>monthly</u>	
<u>" ...1028</u>		<u>2845</u>	<u>39.00</u>		
<u>" ...6021</u>		<u>18130</u>	<u>73.00</u>		
<u>Capital One M.C ...4857</u>		<u>2908</u>	<u>87.00</u>		
<u>" " " ...4743</u>		<u>2757</u>	<u>69.00</u>		

Revised Date: _____, Revision #: _____

Document Date: January 2, 2018

* All Canadian Funds-15- immigrated to USA in
 2010 2020 - 2021 - 2022

Section 3. Stocks and Bonds. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

Number of Shares	Name of Securities	Cost	Market Value Quotation/Exchange	Date of Quotation/Exchange	Total Value

Section 4. Real Estate Owned.

(List each parcel separately. Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

Type of Property	Property A	Property B	Property C
Name & Address of Title Holder	Mobile Home Suzette Robertson		
Date Purchased	2004		
Original Cost	12 000		
Present Market Value	25000 - all windows, floors, ceilings replaced last year		
Name & Address of Mortgage Holder	Owned.		
Mortgage Account Number			
Mortgage Balance			
Amount of Payment per Month/Year			
Status of Mortgage			

Section 5. Other Personal Property and Other Assets. (Describe, and if any is pledged as security, state name and address of lien holder, amount of lien, terms of payment, and if delinquent, describe delinquency).

Section 6. Unpaid Taxes. (Describe in detail, as to type, to whom payable, when due, amount, and to what property, if any, a tax lien attaches).

Section 7. Other Liabilities. (Describe in detail).

Student loan - approximately 10,000 - expecting payments will be 160/monthly

Section 8. Life Insurance Held. (Give face amount and cash surrender value of policies, name of insurance company and beneficiaries).

I authorize the Lender to make inquiries as necessary to verify the accuracy of the statements made and to determine my creditworthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of either obtaining a loan or guaranteeing a loan.

Signature: [Signature] Date: March 18/21 Social Security Number: SIN
 Signature: _____ Date: _____ Social Security Number: _____

Revised Date: _____, Revision #: _____

Document Date: January 2, 2018

TherARTpy Business Plan

TherARTpy- FORMAL BUSINESS PLAN

Suzette Robertson
42663 Shaws Number 2
Alexandria Bay, NY
13607
1-786-778-8436

Table of Contents

Section One: The Business

- A. Statement of Purpose
- B. Description of the Business
- C. Location of the Business
- D. Management
- E. Market
- F. Pricing
- G. Advertising
- H. Competition
- I. Personnel
- J. Business Goals
- K. Trends
- L. Attending to Seasonal Issues
- M. Summary

Section Two: Financial Data

- A. Sources and Applications of Funding
- B. Capital Equipment List
- C. Income Projections
- D. Cash Flow Projection
- E. Break-even Analysis
- F. Historical Financial Reports for Existing Business
- G. Current Debt Schedule for Existing Business

Section Three: Supporting Documents

SECTION 1: THE BUSINESS

A. Statement of Purpose

TherARTpy is a unique seasonal public arts/crafts space providing the *space, materials*, and *ideas* for individuals and groups to create *upcycled* items. Upcycling means “to make new furniture, objects, etc. out of old or used things or waste material...Many handcrafters use natural, even entirely indigenous, materials while others may prefer modern, non-traditional materials, and even upcycle industrial materials”. (Cambridge University Press, 2020)

The purpose of this plan is to act as an operating guide and to seek financial support for start-up costs. TherARTpy is a sole proprietorship – I own 100% of the business.

I am seeking a business loan of \$10,102.00 to cover start-up costs of furniture and equipment and some of the initial fixed costs. I have invested \$5,000 of my own savings into the business and plan to start repaying the loan once income is generated from the business. I have received full support and enthusiasm from the Alexandria Bay Chamber of Commerce (see Addendum D). Major benefits of this upcycling business are:

- Contributing to health and wellness.
Sonke et al. (2019) call for “the public health sector to embrace arts and culture as a readily available resource and partner in advancing health, well-being, and equity in America” (p. 5).
- Providing a venue for socialization (in general and for aged and isolated people)
- Is an environmentally friendly business keeping items out of landfills
- Provides for a niche market lacking in the area (wedding and other party décor)
- Betterment of the community (contributing to economic development)
- Supports local and national economy (reduction in buying items from countries like China)
- Connects local businesses

Description of the Business

TherARTpy is a unique start-up business which provides a “one-stop” type of service: providing the *space, materials* (primarily used/recyclable materials), and project *ideas*.

My role in this business is to act as a *curator* of project ideas, websites, and decoration/style trend information. A small library of books and magazine subscriptions containing various DIY ideas will also be at the customer’s disposal. Two types of time/day slots are provided:

1/ **Drop-ins**- no pre-booking required. Customers can drop in any day (except Wednesdays-closed) between 10:00 am to 5:00 pm.

2/ **Pre-booked groups**- pre-booked times for groups of at least 5 people will be any evening between 6:00 pm-9:00 pm. (To be booked 48 hours in advance). Adults can bring their own wine! Pre-booked groups are great for party preparations (weddings, retirement parties, birthday parties, graduations, showers, anniversaries, etc.) and for families visiting the area. Customers will also be able to bring in their own ideas and materials if they wish and be charged 20.00 per hour for the use of space and tools ONLY (materials not included).

The space is comprised of a large working table in the middle with chairs around the table to accommodate eleven customers. One corner will have a small table and six chairs (for young children) and another corner of the room will have a sitting space (couch, chairs) with a small library of design/décor books/magazines/catalogues for customers to peruse. One wall will be comprised of decorative retail items to buy. Around the perimeter of the space are shelving units containing the various materials and equipment needed to create items. The walls will reflect a unique display of inspiring art and craft DY ideas of varying styles including: African, Art Deco, Asian, Bohemian, Eclectic, French Country, Hollywood Glamour, Industrial, Mid-Century Modern, Minimalist, Modern, and Native/Aboriginal. Appropriate lighting, air conditioning, and ventilation will be provided to ensure customers are feeling welcomed and relaxed!

My planned date of opening is May 15, 2021. I plan to keep the space open from mid-May until mid-October *every* year. Hours of operation are designated (as previously noted), however, hours of operations can be adjusted according to the needs of customers.

Special projects will be available for children and adults to create for their pets, teachers, fathers (Father's Day), and for Pirate's Week.

B. Location

I plan to lease a small building for \$650.00 monthly. This location is close to the downtown area of Alexandria Bay on a main road (route 12) and provides ample parking. Route 12 is an ideal location as both seasonal (Canadian and American) and permanent residents use this road to obtain their gas and groceries. It is also the main road leading in and out of Alexandria Bay towards Watertown to the south and Canada to the north. The lease will reflect a 6-month contract for the first year, with the option to extend for future seasons. Utilities are not included. The space already has a large table, working space and shelving. The landlord has agreed to clean, make small repairs (replacing ceiling panels) and ensure lights, water, and toilet are in good working order.

Alexandria Bay is a small town comprised of 1078 permanent residents (Census, 2010), however, an influx of over 10,000 residents visit during the summer season. Tourism is also increasing as indicated in NNY 360: "The Thousand Islands region is growing as a destination welcoming all travelers; said Singer Castle General Manager Thomas A. Weldon, and castle staff, other business owners and marketers are attracting more clientele" (2017).

Other businesses in the area are:

- 25 retail stores
- 23 restaurants
- 19 cottage rentals
- 17 hotels/motels/resorts
- ten construction and material
- seven art and culture businesses
- eight churches
- six pubs/nightclubs
- six transportation services
- six businesses for storage/servicing boats
- four banking and finance
- four gas stations

- four condo/house rentals
- three craft beverage and wineries
- three clubs/organizations
- three event and wedding services
- three tour/shuttle providers
- three watercraft/boat rental services
- three real estate services
- three grocery stores
- three museums
- three medical services
- two campground and rv businesses
- two auto sales
- one bed and breakfast
- one beauty and wellness business

...and many attractions

Most recently, a Price Chopper, a new boat sales center, a UPS Store, and a new Dollar Store have opened (within last 5 years). Tourism continues to be a booming business in the area as indicated by the Alexandria Bay Chamber of Commerce: "Alexandria Bay is a place of year-round beauty and a traveler's paradise. It's no surprise USA Today Readers' voted Alexandria Bay "Best U.S. Boat Ride" and Fox News Travel voted the Thousand Islands as "America's #1 Archipelago." (2020)

C. Management

I plan to be the sole employee of TherARTpy upon opening and will only hire new employees if the need exists. I am an extremely motivated individual, as is reflected in my present situation of having most recently completed graduate studies. I have excellent time management skills, as demonstrated through my ability to work full-time in government for 24 years while completing graduate studies and raising a family. My short-term goal is to open this art space with a long-term goal of adding art therapy/therapy services (once licensed and developed a collaboration with an art therapist in the area). I have support from my husband (successful salesperson), adult son, a sister and brother-in-law who have owned small successful businesses for many years (offering business advice), another sister (who teaches art and has offered art ideas through Board of Education), and mother (avid crafter/vendor) who have agreed to volunteer and create items to be displayed. My mother is also a retired psychiatric nurse who has and will be influential in the expansion of this business into a place of wellness.

D. Market

Americans for the Arts indicated a "formidable business presence" when they identified 673,656 art/craft businesses nationally employing 3.48 million people, representing 4.01 percent of all U.S. businesses and 2.04 percent of all U.S. employees in their most recent statistical analysis (2017). Arts businesses and the creative people they employ "stimulate innovation, strengthen America's competitiveness in the global marketplace, and play an important role in building and sustaining economic vibrancy" (Americans for the Arts, 2017).

Customers

The target market includes both permanent and seasonal residents/tourists (Canadian and American) of Jefferson and surrounding counties. Census data (2019) reflecting permanent resident demographics of Alexandria Bay, NY reflects a primarily White population with over one third (31%) of the population being over 65 years old and at 96.5% having at least a high school education. Consumer spending for permanent residents indicates yearly expenditures per household on Entertainment and Recreation (as most closely related to my business) is \$2,675.15. Median household income is \$49,048. However, median household income of seasonal residents is much higher, as reflected in the most recent real estate postings with properties listed for up to six million dollars.

The Thousand Islands International Tourism Council conducted a study: Leisure Visitor Study: 1000 Islands Region New York (Watertown Daily News, 2016). The data indicated that repeat visitors were a “strong force within the region’s tourism industry”. Most importantly, gaps in attractions identified by the research indicate a need for “family entertainment” (12%) and “other” attractions and amenities (12%). The Leisure Visitor Study also indicated “The strong majority of visitors are repeat travelers to the area, with many having visited on many occasions....Another indicator of a strong visitor base is the large majority who stay overnight in the area, most for at least several nights”. The total estimated revenue generated by visitors was over 41 million in 2014/2015.

Other target populations (beyond tourists) will include:

- Seniors (including the many snowbirds who settle in the area for the season)
- Children and families
- Military

Aging Population With over 1/3 of the permanent population being over 65 years old and a high percentage of seasonal visitors (snowbirds), services targeting the aged population would be most beneficial. Cornell University (2010) predicted a substantial increase in numbers for this population. The percentage of aged compared to the rest of the population is particularly higher in this area with the aged comprising a lesser 16.4% of the total population of New York State (Census, 2010). The National Institute on Aging (2019) has identified arts as a means of contributing to better health as individuals age. They advise “Research on music, theater, dance, creative writing, and *other participatory arts* shows promise for improving older adults’ quality of life and well-being, from better cognitive function, memory, and self-esteem to reduced stress and increased social interaction”. I intend to designate specific days/times for seniors.

Families Advertising to encourage tourism in the 1000 Island Region often targets families as is evident in the following links:

- <https://www.travel1000islands.ca/plan/fun-for-kids-big-and-small/>;
- <https://visit1000islands.com/make-alex-bay-your-familys-basecamp-in-the-1000-islands-region-this-summer/>;
- <https://www.iloveny.com/articles/post/family-fun-in-the-thousand-islands-seaway/>;
- <https://www.familyvacationcritic.com/thousand-islands-canada-family-vacation/dat/>;

- https://www.tripadvisor.com/Attractions-g7999023-Activities-zft11306-Thousand_Islands_New_York_New_York.html

As previously mentioned, however, a gap in services for families was identified. An additional activity such as an art/craft studio could provide further entertainment for visiting families.

In addition to tourists/seasonal residents, permanent local families would benefit from this service. PBS Kids for Parents (2012) discusses the importance of art contributing to the healthy development of children including motor skills, language development, decision making, visual learning, inventiveness, cultural awareness, and improved academic performance.

Military Fort Drum, a large military base comprised of almost 20,000 employees and their families (Military Network, 2020), would benefit from the service I am providing. Although the base has some family programming and activities, the art-oriented activities appear to be limited. (US Army: MWR, 2020). I see an opportunity to target this population as a whole and see the potential to enhance their Community and Special Event program by offering my business as an additional service for military members and their families.

Literature espouses the importance of art in healing processes for veterans. Such programs as Help Heal Veterans (2020) even provide therapeutic craft kits. Programs such as these appear to be on the incline as is evident in the following list of foundations/partnerships/networks/programs:

American Healing Arts Foundation: <http://www.americanhealingartsfoundation.org/>
 Armed Services Arts Partnership: <https://www.asapasap.org/>
 Ars Bellum Foundation: <http://arsbellumfoundation.org/>
 Art for Veterans: <https://www.artforveterans.com/>
 Art of War Project: <https://www.facebook.com/ArtOfWarProject/>
 Artwork by Veterans: <http://artworkbyveterans.wordpress.com/>
 Brat Art Institute: <http://www.bratswithoutborders.org/about-bai/>
 Breaking Rag: <http://trishbrownlee.weebly.com/breakingrag.html>
 Button Field Press: <http://buttonfieldpress.blogspot.com/>
 Clear 22: <http://www.clear22.org/>
 Combat Paper Project: www.combatpaper.org
 Creative Forces: NEA Military Healing Arts Network: <https://www.arts.gov/partnerships/creative-forces>
 Creativets: <https://www.creativets.org/>
 Dryhooch Artful Warriors program: <https://www.facebook.com/groups/449568251785290/>
 Military Experience and the Arts: <http://militaryexperience.org/>
 National Veterans Creative Arts Competition and Festival:
<https://www.va.gov/opa/speceven/caf/index.asp>
 Operation Revamp, Inc.: <http://www.operationrevamp.org/>
 Survivors Empowered Through Art, Inc.: <http://survorsempoweredthroughart.blogspot.com/> The Big
 Red Barn Retreat: (<http://www.thebigredbarnretreat.org/>)
 The Joel Fund - Operation A.R.T.TM: <http://www.thejoelfund.org/operationart/>
 The Dirty Canteen: www.dirtycanteen.com
 The Graffiti of War Project: www.graffitiofwar.com
 The War Experience Project: <http://www.warep.com/>
 United States Veterans' Artists Alliance (USVAA): <http://www.usvaa.org/>
 United States Veterans Art Program (USVAP): <http://usvap.org/>

Vet Arts Connect: <https://tiih.org/what-we-do/build-healthy-communities/vet-arts-connect/>
 Veteran Artist Program: www.veteranartistprogram.org
 Veteran Paper Workshop (Peace Paper Project):
<http://www.peacepaperproject.org/veteranpaperworkshop.html>
 Veterans Art and Farm Therapy: <http://www.artandfarm.org/>
 Veterans Art Project: <https://www.saddleback.edu/ce/veterans-art-project>
 Veterans Art Therapy Program: <https://www.saaca.org/veterans.html>
 Veterans Outreach Center: <https://veteransoutreachcenter.org/wellness-services>
 Visions for Vets: <https://visionsforvets.com/>

I plan to designate specific times/days for the military and their families.

Trends in the Arts/Crafts/Studio Businesses

Trends in the arts/crafts industry are evident and indicate an increased general interest in arts/crafts, an increased interest in upcycling, links to health and wellness, and interest in art parties.

General Interest As is evident with the booming websites of Etsy and Pinterest, the arts/crafts sector, and particularly DIY (Do It Yourself) is very appealing to the public. Etsy, an online artist/crafter marketplace, experienced growth of 170 thousand U.S. dollars in 2005 to 4.7 billion U.S. dollars in 2019 (Statista, 2020). Interest in the arts/crafts industry is evident considering statistics indicate that as of December 2018, Etsy was identified as among the top ten most popular websites in the United States (Statista, 2020). Pinterest garnished similar interest. Aelieve published a list of the top 20 most visited crafts websites for 2020 and the numbers speak for themselves in reflecting a high interest in arts/crafts:

- Michaels.com – 75900000 visitors
- Etsy.com- 61600000 visitors
- Instructables.com- 28700000 visitors
- Hobbylobby.com- 6400000 visitors
- Joanne.com- 6300000 visitors
- Ravelry.com- 3000000 visitors
- Craftsy.com- 2400000 visitors

The most recent opening of Hobby Lobby (a retail arts/crafts store) this year in Watertown, NY, provided evidence of interest in arts/crafts in the 1000 Islands region. However, Hobby Lobby differs substantially from TherARTpy as it is primarily a retail service; it is not an upcycling business (supplied primarily by products produced in China); and it is less convenient for tourists and residents of the Alexandria Bay area due to its location being a 40 min drive into Watertown from Alexandria Bay.

Upcycling *Conscious consumption* is a current trend indicating consumers are leaning towards keeping the environment in mind in daily living. Pinterest (2020) identified a 308% increase in thrifted home décor, a 2276% increase in thrift store crafts, a 235% increase in eco-friendly low waste wedding items, 39% increase in ocean trash art. They also found an increase of 42% in searches for “eco-friendly” DIY Christmas trends for 2019. Wilson (2016) found benefits of either engaging in creating upcycled items or buying them. Benefits included “aesthetic appeal, economic savings, environmental benefits, and intrinsic enjoyment”. The Craft

Industry Alliance (2020) identified eco-crafts as a trend for 2020, advising consumers tend to be more conscientious when making choices regarding their arts/crafts projects and the materials they use. Lastly, the phenomenon is occurring around the world: “Sustainable Style with the upcycling trend gaining momentum among jewelry makers, more accessories are now crafted with materials getting a second chance at life. The result: less clutter in landfills, and more beautiful feel-good baubles. ‘It is important for the environment,’ says Forrest Curran, founder of Purple Buddha Project, which makes necklaces, bracelets, and bangles from bullet shells and other munitions used in the Cambodian and Laotian civil wars.” (Shatzman, 2015)

Art and Wellness Literature indicates art/crafts are linked to well-being (Psychology Today, 2015). For example, art therapy activities such as paint by numbers and coloring books have increased in popularity of 444%. (Pinterest, 2020). Psychology Today asserts participation/engagement in the arts contributes to many health benefits including decreasing depressive symptoms and increasing positive emotions. Creative self-expression is linked to improved cognitive, psychosocial, and physical functioning (including Parkinson’s, dementia, and cancer). A study done by the Mayo Clinic found that people “who engage in art activities (painting, drawing and sculpting; crafts, like woodworking, pottery, ceramics, quilting, quilling and sewing) in middle and old age may delay cognitive decline in very old age”(American Academy of Neurology, 2015).

Art/craft parties Paint parties have gained substantial popularity over the last several years (BC: The Mag, 2016; The Daily Independent, 2019; Valdosa Times, 2019; Working Woman Report, 2015). The following websites contain articles reflecting this new trend:

<https://www.entrepreneur.com/article/224073>

<https://www.wsj.com/articles/a-grape-palette-in-montclair-nj-1385090870?tesla=y>

<https://www.post-gazette.com/local/east/2014/02/06/Art-class-gets-creative-juices-flowing/stories/201402060030>

Although, my intention initially is not to market TherARTpy as providing a party service, I am planning to offer “pre-booked group times”.

F/ Pricing

Prices were established after conducting a thorough investigation of pricing of space and materials in other similar businesses with assurance that I would be able to pay monthly/yearly expenses and be able to garnish a living wage. My prices are comparable to the prices listed in the Pinspiration franchise and other small art/craft businesses, keeping in mind that customers are not only paying for the materials, space, and ideas but are paying for an *experience*. Customers are paying for a “one-stop” service where they are able to peruse décor ideas and have the ability to make items on-site. Some items will also be available for “take-out” to do, where possible. Pricing also reflects my work of seeking out and obtaining upcyclable, unique items from thrift stores around the United States (gathered off-season). The first season, for example, will have upcyclable items from the heavily art-influenced city of Miami, Florida. The second year will provide upcyclable items from Savannah, Georgia where we intend to live off-season 2021.

For those customers who wish only to use the space and tools (excluding materials), a fee of \$20.00 per person per hour applies. Having this option would be beneficial for those customers who would prefer to do their own projects but require the more expensive equipment (printer, cricut, wood burning tools, etc) and/or need the table space to work.

G/Advertising

The space has two large windows that I intend to dress with samples of the various projects. An important advertising message will be to offer *screen-free* family-friendly activity. In addition to colorful signage visible on Route 12, I plan to include the following:

A website

Social Media: Instagram, Facebook

Local newspapers: Watertown Daily Times (has approximately 29,000 readers)-estimated add rate is \$30.00 (30 x 10 weeks=\$300.00) – Thousand Islands Sun- (5.00 x 20 weeks= \$100.00)

Mass Mail-Outs to:

- wedding venues, photographers, florists, musicians to garnish business from the wedding community
 - schools to have children learn about and have a hands-on experience with recycling
 - health providers
 - senior organizations
 - Fort Drum
 - Resorts, hotels, motels, AirBnBs, and restaurants
- Printing Costs- \$50.00

Long term plan

I have completed a graduate degree (Counseling Psychology) and am now working towards licensure. My long-term plan is to expand TheARTpy to focus on wellness and include counselling (art therapy). However, I am flexible and willing to apply my abilities and resources according to the needs of the local community.

H/ Competition

TherARTpy is a business like no other in the area. Although art/craft businesses do exist, none provide a “one-stop” craft/art service, providing *space, materials, and ideas*. The most closely resembling businesses in the area include the Thousand Island Art Center, Hobby Lobby, Joann Fabric and Craft Store, Michaels, and Main Street Crafts and Drafts. A most similar business called “Pinspiration” has 55 locations throughout the United States and continues to expand. However, there are no locations in New York State. Descriptions of the most similar businesses in the area and a description of Pinspiration follows.

The Thousand Island Art Center: is located in the neighboring town of Clayton. It began as The Thousand Islands Craft School and was founded in 1966. Today it runs as a nonprofit organization that provides education and structured, preset classes (prices on average totaling \$100.00/class), a

yearly conference, and exhibitions. Its objective is to “sustain and grow this resource for artists, students, and the broader community while developing awareness, fostering skills and building appreciation for the heritage arts.”

Contact information:

314 John St., Clayton, NY

315-686-4123

<https://tiartscenter.org/about.php>

Hobby Lobby- just opened this year in Watertown, NY. It is a large arts and crafts retailer with over 43,000 employees and operates in forty-six states. The business is primarily a retail store but does offer some classes in some locations. All classes are preset, structured, and the cost on average is anywhere from \$5 to \$90 for a two- to four-hour class and around \$100 to \$120 for a multi-week course with one class per week.

Contact information:

21182 Salmon Run Mall Loop W, Watertown, NY 13601

Phone: (315) 782-0252

<https://www.shopsalmonrunmall.com/tenants/hobby-lobby/>

Joann Fabric and Craft Store: is a retail store selling yarn, needle arts, paper crafting, jewelry making and cake decorating supplies. They sell floral, candles, frames, seasonal décor, and sewing materials. Joann's offers in-store classes and events. Costs are to be determined (currently only offering on-line through Creativebug.)

Contact information:

1283 Arsenal Street,

Watertown, NY 13601-2578

315-786-6323

<https://stores.joann.com/ny/watertown/2195/>

Michaels: is a retail store selling a wide variety of supplies including supplies, baking, beads, crafts & hobbies, cricut decor, DIY face masks & shields, fabric, floral, frames, home office, kids, yarn, knitting & crochet, papercraft, party, seasonal, storage, teacher supplies, and wedding supplies. Michaels does events and classes. Costs to be determined (currently on-line due to CoVid)

Contact:

21839 Towne Center Dr, Watertown, NY 13601

(315) 788-1327

<https://www.michaels.com/shop-categories/categories>

Main Street Crafts and Drafts This business is comparable in that it provides space, materials, and ideas and books parties. However, it is almost an hour away from Alexandria Bay, NY. The business model is also different in that the business matches pre-determined arts/crafts with draft beers. Activities include: self-guided paintings, wooden signs, nail and string art, wood crafts and bottle openers, glass etching, and jewelry, and upcycled crafts. Prices are to be determined and are not posted on the website.

Contact:

mainstreetcraftsanddrafts@gmail.com
315-646-7146

- See Addendum I for further information regarding comparable businesses.

PINSPIRATION- A most similar business

Pinspiration is a comparable business which currently has 55 locations (and expanding) throughout the United States but does not have a presence in New York. It is successful and has attained media coverage (see <https://www.pinspiration.com/franchise/press/>). Pinspiration espouses having a vast array of ideas and most importantly, identifies gaps in the industry that TherARTpy addresses:

"Many of our competitors offer their customers just one craft option, such as Paint and Sip or pottery. Once you have visited these competitors once, there is nothing new to experience! In addition, many competitors require customers to sign up for a standard workshop or class; we let customers make what they want, when they want. Pinspiration customers could come back ten times and do a different, compelling craft each visit! We are designed to retain customers, achieve a high customer lifetime value, and be able to host any crafter of any age." (Pinspiration Website, 2020)

However, TherARTpy extends this business model in 2 important ways:

UPCYCLING!

- keeping materials out of landfills by using upcycled materials
- used items purchased from American thrift stores (not China) supporting local economies

BEYOND PINTEREST

- Relies on ideas from a wide variety of sources- not just Pinterest!

TherARTpy Fills the Gaps in Services Although the arts/crafts sector is a booming industry, and some businesses exist within an hour from Alexandria Bay, NY, there are no service or retail providers in Alexandria Bay; and none of the existing businesses outside of Alexandria Bay provide a "one-stop" craft/art service supplying *space*, *materials*, and *ideas*. TherARTpy, unlike the other existing businesses, offers *unstructured* drop-ins and prebooked group times for individuals and groups. In addition:

- TherARTpy fills a niche in the market by using primarily used materials to create upcycled art/crafts. Thrift stores are a booming industry and exist in Alexandria Bay and in neighboring towns, however, thrift stores do not provide spaces to create. Waste is reduced and kept out of landfills. Donation of art/craft materials will also be considered.

- TherARTpy fills a niche in the market for wedding decorations. The 1000 Island region is well established as a wedding location. However, limited wedding décor businesses exist in the area. Brides and grooms often prefer to keep costs down by making their own decorations. TherARTpy will provide a space, materials, and ideas for them to create.
- TherARTpy fills a niche in the market for event decorations. For example, Pirates Week occurs every August for 10 days and is an extremely popular event for individuals/families/tourists. TherARTpy will provide a space, materials, and ideas for them to create.
- TherARTpy differs from other craft/art businesses regarding groups in that there will not be a requirement to book far in advance (as is the case with The Thirsty Painters who require a 3 month in advance booking). In addition to fewer requirements around booking groups, TherARTpy also allows for more flexibility in choosing what participants would like to create (unlike most paint parties where people are to paint the same image).
- TherARTpy will provide an in-house library of craft/art books and magazines (subscriptions) and customers will have ACCESS TO TABLETS to peruse various websites for ideas (websites to be provided).

TheARTpy is Cost-Effective A large draw of the business will be its ability to give the opportunity for customers to create items that will be much less costly to make, with having access to tools and only the materials they need to create an object. This business will alleviate costs that are associated with having to buy “packages” of items for a project when often the projects only require one item out of the sold packages. Similarly, customers often buy supplies that are only used for the project and often end up as waste (as is evident in thrift stores, garage sales, and in classifieds). The following information is indicative of differences in the price of packages and supplies customers end up having to pay for their projects compared to what TherARTpy has to offer. Examples of comparisons are as follows:

ITEM	MICHAEL'S (considering all items needed to purchase)	THERARTPY (comparable item)
Wine charms (set of 4)	https://www.michaels.com/summer-wine-charms/B_89130.html?productsource=projects Earring Wire: 3.19 (pkg) Crystals: 5.99 (pkg) Cricut Easy Press Mat: 17.99 Waterbrush Pens: 9.99 Cricut-Easy MiniPress: 49.00 Hole Punch Pliers: 14.99 Weeder tool: 8.99 Assorted Wood shapes-6.99 Flat Nose Pliers- 5.99 Loop and Thread Scissors-5.99 Glitter Heat Transfer Vinyl-22.99 Cricut Maker- 349.00	\$10-\$40.00 (price depends on materials (Beads, gemstones, charms) Includes all materials and access to tools.

Martha Stewart Paper Flower Banner	https://www.michaels.com/martha-stewart-paper-flowers-banner-project/B_85746.html Jute String-4.99 Loops and Thread Scissor-5.99 All-purpose glue sticks-5.99 Computer- up to 500.00 Printer-100.00 Printer Paper-14.00 Serrated Knife-5.00 Paper Trimmer-16.00	\$20.00-\$40.00 (price depends on length) Includes all materials and access to tools.
Floral Card	https://canada.michaels.com/en/youre-the-best-floral-card/B_88873.html?productsourc=Pinterest-Product-Share Spray Adhesive- 4.99 Foam circles-3.99 Die-cut lace-1.99 Gold Foil Stock Paper-5.99 Envelopes-10.99 Adhesive Tape-4.99 Solvent Ink-8.99 Watercolor Markers-9.99	\$5.00-\$10.00- (price depends on materials/type) Includes all materials and access to Tools

- See list of final projects in Addendum G

I/ Personnel

I plan to operate the business alone and feel that the services I will provide can be managed on my own. The business is seasonal and allows for a maximum of 11 people at once in the space. I plan to ensure the space is clean and welcoming; that materials are fully stocked; and that ideas are maintained and kept up to date with the trends. Because the business is seasonal only (May-October), I will be able to prepare for each business season during the time the business is closed. See financial projections for information regarding my salary expectations. Salary expectations are based only on the initial art/craft component of the business. Additional income will be garnished through incorporation of counselling services offered starting in the 2nd year. The business plan will be adapted accordingly at that time.

J/ Business Goals

Season One Goals: I intend to establish this small business in the community and to learn what works and what does not work regarding hours of operation, preference for ideas, preference for groups. I aim to maintain flexibility and learn from my customers. I hope to build a returning

clientele by ensuring ideas, materials, and displays are updated regularly. My initial focus will be to ensure the three streams of revenue are in place:

1/ DIY drop-in`s

2/ DIY pre-booked groups

3/ Retail

I will monitor what works best and implement changes as needed

Season Two Goals: I intend to expand the business beyond public drop-ins and pre-booked groups to build relations with community partners including the Alexandria Central School District, the River Community Wellness Program, and Fort Drum to promote the wellness components of TherARTpy. I also intend to expand the DIY stream to include providing the SPACE, MATERIALS, and IDEAS specifically for wedding and party planning.

Long Term Goals: By the spring of 2021, I will have completed a Master of Counseling program and plan to expand my arts/crafts business into a larger "wellness" center combining an art space with a counselling service (once licensure process is completed). My intention is to further expand my education to acquire art therapy skills and to bring in a registered, licensed art therapist to work with me at least once weekly (based on need). The business will serve as a wellness venue, providing both a working arts/craft studio and counselling services....thus fulfilling the namesake of TherARTpy!

Attainment of goals will be regularly monitored.

K/ Trends

I recognize the importance of staying attuned to trends and will continually update my materials, space, and ideas. Trends will be identified by following websites such as:

1/ Fashion Trendsetter (home-decor): <https://www.fashiontrendsetter.com/v2/interior/home-decor/>

2/ Fashion Trendsetter (color trends): <https://www.fashiontrendsetter.com/v2/colortrends/>

3/ We Connect Fashion: <https://www.weconnectfashion.com/articles/section/trends>

4/ Pantone: <https://www.pantone.com/color-intelligence/articles>

5/ Trend Bible: <http://www.trendbible.com/blog/>

6/ Trendstop: <https://www.trendstop.com/consumer-insights/>

7/ Etsy: <https://blog.etsy.com/news/category/trends/>

8/ Pinterest: <https://www.pinterest100.com/en-us/> and <https://newsroom.pinterest.com/en/pinsights>

9/ Facebook: <https://www.facebook.com/business/insights>

10/ Craft Professional: <https://www.craftprofessional.com/craft-business-ideas.html> and <https://www.craftprofessional.com/crafts-that-sell-well.html>

11/ Martha Stewart: <https://www.marthastewart.com/2227283/craft-trends-2020->

12/ Decoist- [Decoist.com](https://www.decoist.com)

13/ Glam Posters- <https://glamposters.com/>

14/ Uncommon Goods-

<https://www.uncommongoods.com/home-garden/home-decor/decorative-accents>

I will review Pinterest's and Etsy's predictions for the coming year in December of every year and also review Etsy's holiday gifting trend report in September or October. Additional websites will be considered as I come across them.

L/ Attending to Seasonal Issues

I have added a list of tips to address the more common issues related to seasonal businesses:

1/ I intend to contact my local SBA office for statistics related to high/low cycles and plan for slower periods by **allocating cash** accordingly.

2/ I plan to create an **annual budget** to ensure that overspending does not occur during peak times. At the end of a peak season, I will see how much money I have left after allocating my business expenses for the year. Should I have additional working capital available, I may purchase additional tools needed to expand my inventory of projects. Any profits (over and above expenses) may be used to pay off my debts.

3/ **Offseason time** will be spent preparing for upcoming seasons. Preparation will involve researching upcoming trends, adding to project inventory according to trends, purchasing of upcyclable materials, advertising, and working on the incorporation of counselling services.

4/ Obtain a business **line of credit and/or business credit card** to make regular withdrawals and payments to deter from cash flow problems.

5/ Develop a contingency plan built into my seasonal business's budget for an **emergency fund** that contains at least 3 months of business expenses to prepare for potential natural disasters, pandemics, etc.

6/ To deal with **excess inventory** that I anticipate will not be used next season, I will have a sale at the end of the current season. Any inventory not used but that I intend to use the following season will be held in storage. Arrangements have already been made with the owner of the building.

7/ To maintain interest, I will target **new markets** and find **new customers** to strengthen my existing customer support system.

8/ I will be **flexible in hours of operation** to ensure I meet the needs of my customer base and will alter the days/hours of operation, as needed.

I am in a unique position to gather ideas and materials over the winter months as my husband and I intend to reside in locations during the winter months where art is prevalent. Miami has provided me with an abundance of materials and ideas for the first year. Savannah, Georgia shall provide inspirational ideas for year two of the business.

Response to CoVid

I am hoping the pandemic and its affects will have subsided by opening date. However, I am in the process of having a back-up plan whereby packages of "take-out" arts/crafts will be ready to be distributed and outdoor space will be provided for "in studio" arts/crafts. I spent much of the summer of 2020 in Alexandria Bay, NY (during CoVid) and was very pleased to

see a booming, busy community! It was evident with flights being cancelled that many individuals and families are choosing to drive to vacation spots, including Alexandria Bay.

I have also garnished business financial information from a local business (Nav's Popcorn) and confirmed that they were minimally affected during the 2020 (CoVid) season. In fact, their numbers continued to reflect a booming business.

M/ Summary

TheARTpy is a seasonal sole proprietorship business providing a public art/craft space for both permanent and seasonal residents. In addition to providing a **space**, TherARTpy also provides the **materials** and **ideas** for patrons to have access to. The business operates in a highly visible location on Route 12, the main roadway entering and exiting Alexandria Bay, NY. It will provide scheduled times for drop-ins (individuals) and for pre-arranged groups (up to 11 participants). The business will be successful due to its innovative service of providing a "one-stop" convenient, cost-effective art/craft experience in a bright, welcoming, friendly atmosphere. Customers will have access to the trendiest arts/crafts with access to tablets to use for instructional purposes. Ideas will be listed, categorized, displayed, and will include a wide variety of projects adhering to the various decorative/design styles including Traditional, Minimalist, Industrial, Modern, Contemporary, Bohemian, Shabby Chic, Hollywood Glam, Coastal/Hamptons, French Country, Mid-century Modern, Rustic, Scandinavian, and Transitional. Upcycleable materials will be carefully selected to ensure customers are able to transform previously disposed items into something they will be proud of. TherARTpy will have a strong social media and newspaper presence and will be connected to other local organizations and business owners in the area. The primary purpose of this business plan is twofold: to apply for financial assistance *and* to act as a working document ensuring the viability and maintenance of the business.

SECTION II: FINANCIAL DATA

A/ Sources and Application of Funding

Personal Contribution: 5000.00

Application for Funding: 10,102.00- Jefferson County Economic Development.

B/ Capital Equipment/Start-Up Costs

Financing- Total initial costs are \$15,102. I have invested \$5,000. I am requesting a business loan of \$10,102.00 to cover start-up costs of furniture and equipment and some of the initial fixed costs.

Furniture and Equipment

- High top Chairs (\$110.00 x 11 stations=1210.00)- Boraam Augusta Bar Height Swivel Stool, 29-Inch, Distressed White-Bison Office (manufacturer), easy self-assembly

<https://www.amazon.com/Boraam-48829-Augusta-29-Inch-Cappuccino/dp/B0041ZGSS8/?tag=hibarstool-20>

- Lighting-(70.00 x 3=210)
https://www.amazon.com/Daylight-Duo-Craft-Floor-lamp/dp/B01GS20IMI/ref=as_li_ss_tl?ie=UTF8&linkCode=ll1&tag=teachyoutosew-20&linkId=d77230f639a7f2c3da6485b98d50abe8
- Shelving/milk crates: pallet of 24 milk crates (180.00)
<https://www.milkcratesdirect.com/rectangular-milk-crates-6-gallon-24-quart/pallet-of-48-color-rectangular-milk-crates>
- Tools= 1075.00 See Addendum H

Pieces of equipment, manufacturer, model name or number, quantity and price (include sales tax, shipping, installation fees, etc.) to be added closer to time of delivery.

The chairs were based on reviews of comfort level and a mid-price range.

Lighting was based on reviews and most suitable art/craft lighting. Ceiling lighting is not sufficient. A loan would be most helpful to ensure a comfortable, a brightly lit area that provides space to display a large array of ideas and materials necessary to attract and maintain customers.

Monthly/Yearly Fixed Expenses

- Internet/Phone- Spectrum- \$70.00 monthly (6 months=\$420.00)
- Insurance-Business Owner's Policy- property and liability-online quotes (average \$35.00 monthly= \$420.00 yearly)
- Storage-A Bay Storage- located across the street- \$70.00 monthly x 6 months = \$420.00
- Storage in Miami- 120 x 6 months- 720.00-only needed for first season as items to be kept in my home after 1st season- no winter storage costs after 1st season
- Advertising- 1000.00
- Moving items from Miami to ABAY-1000.00
- Subscriptions -100.00
- Rent- 3900.00

Total Costs (First Year)

Capital Furniture and Equipment Total= \$2675.00

Initial Supplies for Projects=\$1697.45- See Addendum H

Fixed Yearly Costs-\$7080.00 (first year)

Already purchased items for In Studio Projects, Take-out Projects, and Gift Baskets
\$3000.00

TOTAL START-UP COSTS

\$15,102

(S3000.00 already invested and have \$2000.00 set aside for businesses expenses)

Require balance of 10,102

An assessment of funds needed was partially garnished from funds needed to open a Pinspiration Franchise operation. They require an initial investment as follows: "Cost to begin operating in a territory starts at about \$40,000, plus an additional \$27,000 to \$33,000 in working capital to cover costs for the first few months of operations". However, costs are reflective of other services they provide that I will not need (franchise fees, landlord/real estate information, sample architectural and design concepts, detailed source lists for fixtures and finishes, demographic statistics, CCR, zoning information, and extensive training including a 1,200-page operations manual, classroom training, facilities training, and post-opening on-site training). These costs also reflect support by the franchise at every stage of pre-launch and operations. I will not require any of this, and therefore, my initial investment should be dramatically reduced. However, I am diligent and will rely on the support of other community entrepreneurship organizations to assist with operations.

A most recent listing of a Pinspiration business for sale provides insight into the financials for the business (keeping in mind costs will not be the same due to TherARTpy being a seasonal business with less start-up and ongoing expenses).

Sale link:

<https://www.bizbuysell.com/Business-Opportunity/Pinspiration-Franchise-For-Sale-Price-Reduced/1768584/>

Asking Price:\$75,000

Cash Flow:N/A

Gross Revenue:\$350,000

EBITDA (Earnings Before Interest, Taxes, Depreciation, and Amortization):\$50,000

FF&E (movable furniture, fixtures, or other equipment that have no permanent connection to the structure of a building):\$15,000 (TherARTpy will be much less)

Inventory:N/A

Rent:\$4,679.17 (TherARTpy will be much less)

Established: 2019

C/ Income Projections, D/ Cash Flow Projection, D/ Cash Flow Projection, E/Break-even Analysis

Further financial information completed by Kiah Sugrue (Advanced Certified Business Advisor of the Watertown Small Business Development Center) is attached:

Sue Robertson's 3 year final projections (1).xlsx

F/ Historical Financial Reports for Existing Business
No historical financial reports exist as TherARTpy in a new business.

G/ Current Debt Schedule for Existing Business
No current debt schedule exists as TherARTpy is a new business.

Streams of Revenue

- 1/ Upcycled DIY Drop-in and Take-out Projects
- 2/ Upcycled DIY Pre-booked Groups
- 3/ Upcycled Retail

SECTION III: ADDENDUM/ SUPPORTING DOCUMENTS

- A/ Resume
- B/ Personal Financial Statement
- C/ 2019, 2018, 2017 Tax returns
- D/ Letter of Support from Chamber of Commerce
- E/ Graduate School Verification and Grades
- F/ List of Businesses to Market to
- G/ List of Projects
- H/ List of Supplies/Suppliers
- I/ List of Comparable Businesses
- J/ Craft/Art Websites
- K/ Proposed Lease

A/ RESUME

SUZETTE C. ROBERTSON
7936 Harding Ave. #5
Miami Beach, FL 33141
USA
786-778-8436

E-mail: SuzetteC.Robertson@gmail.com

PROFILE

- Experienced Caseworker who easily gains rapport with clients and provides counselling in a professional and effective manner
- Well-organized professional with extensive experience dealing with a wide array of social issues including psychiatric illness, addictions, abuse, legal issues, homelessness.
- Effective team player with excellent listening, interpersonal, and communication skills

- Knowledge of Windows, MS Word, and other web-based programs
- Supervision experience (supervised college and university students)

EDUCATION BACHELOR OF SCIENCE- PSYCHOLOGY
AND ANTHROPOLOGY (1989)
TRENT UNIVERSITY, Peterborough, Ontario, Canada

MASTER OF COUNSELING-ATHABASCA UNIVERSITY currently attending (3rd year)- will be commencing practicum placement effective September 2020

CONTINUING EDUCATION

- APA- Attachment-based Family Therapy- certificate (2020)
- APA-Clinical Practice Guideline for PTSD - Segment 1: Overview (2019)
- APA (Continuing Education-1 credit) -Should a Clinician Use Telehealth to See Patients While Traveling? -certificate (2019)
- APA- Understanding Trauma and Stress Disorders- certificate (2019)
- APA-Using Technology in Clinical Practice- certificate (2019)
- HIPPA (Health Insurance Portability and Accountability Act) (2019)
- Speak-out Course (Against Abuse and Harassment), Ottawa Minor Hockey Association (2007)
- Treatment of Concurrent Disorders, Canadian Mental Health Association (2007)
- Crisis Prevention and Intervention, City of Ottawa (2001)
- Relapse Prevention Training (in treating sex offenders), Correctional Services of Canada (1993)
- Various web-based computer training, City of Ottawa (1994-2018)

EXPERIENCE

CASE COORDINATOR (1994 – 2018)
CITY OF OTTAWA, COMMUNITY AND
PROTECTIVE SERVICES, OTTAWA

- Interviewing and assessing applicants to determine and monitor eligibility for Ontario Works Financial Assistance. Understanding, interpreting and implementing complex federal, provincial, and municipal legislation, policies and procedures.
- Developing individualized assessments, service plans, and participation requirements, with the objective of clients becoming self-sufficient and to meet the requirements of the Ontario Works program.
- Providing support, crisis intervention, counseling, and encouraging clients to develop problem-solving skills that lead to self-sufficiency. Responding to emergencies in the community at large.
- Gathering, assessing, interpreting, analyzing, and entering data regarding applicants' needs, personal information and eligibility decisions into computer and manual systems. Advising applicants of required documentation and evaluating these documents in order to complete the eligibility process.
- Participating as a member of a team in meetings, problem solving, and sharing information.
- Representing the Department in appeals (internally and externally), at legal proceedings and court appearances (related to fraud).
- Initiate the retrieval of other benefits from other sources such as Employment Insurance, Old Age Security, student loans, Canada Pension Plan, Ontario Disability Support Plan benefits, and Worker Insurance Board benefits

COUNSELOR (1993-1994)
YM-YWCA OF OTTAWA, EMERGENCY AND LONG-TERM HOUSING

- Interviewing and assessing needs of clients requiring either emergency or long-term housing
- Individualized service planning and case management of files
- Referrals to external agencies in order to meet the needs of clients
- Advocating on behalf of clients to access/utilize services of other professionals including medical practitioners, legal system, financial institutions, and other various government agencies
- Crisis and support counselling
- Monitoring financial transactions

COUNSELOR (1989 – 1993)
JOHN HOWARD SOCIETY OF DURHAM REGION

- Intake, assessment, and reference checks for potential residents of the Residential Program
- Counselling, crisis intervention, and conflict resolution for clients and staff
- Development and implementation of individualized service plans
- Facilitation of life skills groups
- Act as a liaison between clients and schools, social services, probation/parole, officers, police, medical practitioners, and other external agencies
- After office hours supervision of federal parolees
- Supervision of unescorted temporary absences of inmates of federal institutions
- Supervision of 10 staff of the Residential Program (assistant supervisor)
- Discharge planning and support counselling for inmates at the Whitby Jail (maximum security facility)

REFERENCES AVAILABLE UPON REQUEST

B/ Personal Financial Statement- to be provided
See Jefferson County Economic Development application
C/ Last three years income tax-
Jefferson County Economic Development application

D/ Letter of Support from Alexandria Chamber of Commerce

Lauren Garlock

Fri, Jul 17,
8:08 AM

to me

Hi Suzette,

It has been a crazy week! We did discuss your business proposal at our meeting on Monday. It was very well received and you have the support of the chamber to create this art space for all ages. We are always in support of someone trying to offer activities to better our community. As for the scheduled dates and times, they feel that is your decision to make. A couple suggestions made at our meeting: Try to partner with the Bay House Artisans, downtown Alexandria Bay. They are a local artisan group that sells their finished products out of their shop. You could market your space to them and other local art groups in the area. Also, to get any children's programs going, you could reach out to Alexandria Bay Central School or the Hearts for Youth organization. You could offer different dates and times adults/children/open hours.

If there is anything else we can help with, please let me know. Thanks and good luck!

Lauren Garlock

Executive Director

Alexandria Bay Chamber of Commerce

315-482-9531

www.visitalexbay.org

E/ Graduate School Verification and Grades
Athabasca University

Course	Start Date	End Date	Status	Final Grade
<u>GCAP 681 - Counselling Practicum I</u>	2020-09-09	2021-01-05	In Progress	-
<u>GCAP 654 - Family Therapy: Theory & Pract</u>	2020-05-06	2020-08-05	Completed	A+
<u>GCAP 695 - Spec Seminar Knowledge Transf</u>	2019-09-04	2019-12-03	Completed	P
<u>GCAP 634 - Assessment Processes</u>	2019-05-01	2019-07-31	Completed	A-

Course	Start Date	End Date	Status	Fi
<u>GCAP 643 - Health Psychology</u>	2019-05-01	2019-07-31	Completed	A
<u>GCAP 632 - Professional Ethics</u>	2019-01-09	2019-04-09	Completed	A
<u>GCAP 691 - Methods of Inquiry</u>	2018-09-05	2018-12-04	Completed	A-
<u>GCAP 635 - Intervening for Client Change</u>	2018-05-03	2018-07-31	Completed	A-
<u>GCAP 671 - Developing a Working Alliance</u>	2018-05-03	2018-07-31	Completed	A-
<u>GCAP 633 - Sociocult & Systemic Influence</u>	2018-01-10	2018-04-10	Completed	A
<u>GCAP 631 - Models of Counselling</u>	2017-09-06	2017-12-05	Completed	A

F/ List of Businesses to Market/Advertise to

Applewood Inn and Suites
 PJ's Motel and Riverrat Café
 Admiral's Inn
 Clipper Inn
 The Coal Docks- Cape Vincent
 Kring's 1000 Islands Produce and Nursery
 The North Star
 Pinehurst
 Dock of the Bay- does a KENTUCKY DERBY PARTY IN APRIL-MAY

Angel Rock- Cape Vincent
Goodfellows-Sacket Harbor
Swan Bay
French Creek Marina and Campground-Clayton
The Gal's Place
Riley's- does Cinco De Mayo in May
Bonnie Castle- see if still does Mardi Gras
Obriens- Clayton
C-Way Resort- Natali's Restaurant inside
The Ledges Resort and Marina- ABay
Clipper Inn
DiPrinzio's Kitchen-Clayton
Chez Paris
Cavallarios

2/ Wineries and Distilleries (check for which ones do weddings)

Coyote Moon
Clayton Distillery
Thousand Island Winery
Bella-Brooke Vineyard- Hammond
Northern Flow Vineyards
Charter Boat Wood Boat Brewery (Clayton)
St. Lawrence Spirits- Distillery and downtown Tasting room-(use to be Fairview Manor)

3/ Other Businesses

Bay House Artisans
Minna Anthony Common Nature Center
Bechaz Riverdale Cheese
River Golf-Rivergolfadventures. Com
River Rat Cheese
Hildas- The Next Generation
Bay Spirits
Clayton Opera House
Paynter Senior Center-Clayton
Lyric Coffee House-showers and other smaller events
Marie Derrigo Hair Designs-ABay
Clayton Popcorn Company
ABay popcorn place

4/ Wedding and Other Event locations/suppliers

Butterfly [Photography-butterflyphotographynny@gmail.com](mailto:butterflyphotographynny@gmail.com)
Party Rentals-315-788-5097- www.partyrentalsplus.com -780 W. Main, Watertown
Riveredge
Boldt Castle
Bonnie Castle-www.bonniecandle.com- personalized favors (Jeff Burr), decorations, HopeAnn LosPresti,
Singer Castle
Chateau- St. Lawrence Chateau-Saintlawrencechateau.com

Harper Leigh Florest- Clayton
 Casa Blanca-www.cherry-island.com
 Thousand Island Park Wellesley Island
 Antique Boat Museum
 Elegant Harp-musician
 The Admiral's Inn
 Monarch Photography
 Densmore Church-Wellesley Island
 Maple Grove Historic Mansion-Cape Vincent
 Lyric Coffee House-showers and other smaller events
 Clipper Inn
 Courtney Thomas Photography
 Kathleen Keck Photography
 The Barn at Angel Rock- Cape Vincent
 American Legion
 Clayton Island Tours-Rock Island
 Clayton Opera House
 Harbor Hotel -Clayton- (offers Complimentary glass centerpieces with candles, skirted and decorated cake and gift table)
 Bridal gown and formal wear
 Caterers (some on Partyrental website)

5/ Health Providers

Stephanie Singer- Biodynamic Craniosacral Therapist
 Dieticians of Northern New York
 Apparently ABAY hospital runs art thing for Fort Drum- need to check

6/ Arts and Crafts

TI Art Center- kids camps, classes, juried exhibitions, new courses, parties- CHECK OUT PRICES- no focus on RECYCLED (mittens)!!! And all structured classes
 Mom and I Upholstery- get fabric remnants! 315-628-5925
 Cornwall Brothers Store and Museum (ABay)
 LA Crafters- Lafargeville- wood products- see if remnants! 315-686-2310
 Scott Painting- 315-482-3022, 315-486-0935- extra paint
 Tisa Gallery- Clayton-painter
 Sun Shack-sells crafts
 Paynter Senior Center-Clayton
 River Magic -sells crafts- Clayton- I loved!
 St. Lawrence Minerals and Gems- Jewelry sales-Clayton
 River Living Furniture and Giftware- ABAY
 Art of Fire -Chaumont- glass classes
 Cranberry Boggs-ABay- primitive country décor
 The Golden Cleat- Sell art/crafts-Clayton- opened store in Manhattan too!
 Mary Wills- Interior Decorating- owns Seven Gables- WindowsbyDesign
 Porch And Paddle- Clayton
 Buoys Boutique -ABay

7/ Festivals/Special Dates- can hand out flyers then

Clayton

Jazz Fest- September -claytonjazzfest.com

Cape Vincent-

May- Annual Spring Fishing Derby

June- Town and Village Wide Yard Sale

June- Pup parade and field day (costumes for pups)

July- French Festival

July – Sept- Concerts on the Green

August- Bob Ewings Block Party

August-Stroll on Broadway Music Fest

September- Autos on the River

Octoberfest

St. Cyril's Catholic Church

Alexandria Bay Baptist Church

Reformed Church

United Methodist Church

Christ Episcopal Church

First Baptist Church

St. Mary's Catholic Church

United Methodist Church

G/ List of Projects- (See catalogue for pictures)

PROJECT	SUPPLIES NEEDED (not including tools)	COST OF SUPPLIES (min-max)	PROJECTED PRICE
Activity kits- Adults (for travelling, camping, etc)	Includes 10 various items (colouring pages, crayons, sticker pages, whatever is available)	1.00-3.00	10.00-15.00 20.00 (add decorated binder)
Activity kits-Kids (for travelling, camping, etc)- do surprise packages	Includes 10 various items (colouring pages, crayons, sticker pages, whatever is available)	1.00-3.00	10.00-15.00 20.00 (add decorated binder)
	Wicker plates, baskets, brushes, paint, sealer	.50-4.00	12.00-40.00 (depends on size of wicker)
	Paper, Paint	4.00	25.00
	Coolers and Fabric paint	.50	5.00

Birdhouse	Birdhouse, paint	8.00	35.00
Blankets with tassels	Blankets, tassels	5.00- 10.00	30.00- 40.00
Bookmarks	Various materials (jewelry, fabric, paper, etc)	.50-3.00	7.00-10.00
Book Wall Art (set of 4)	Books, paint/	2.00	20.00
Bracelets			15.00
Candle (Adorned)	Candles, jewels, embellishment	.50-4.00	3.00-25.00
Candle (Decoupaged)	Candles, images, podge modge	.50-4.00	20.00
Candle (Painted Taper)-set of 2- new	Paint, Adhesion, Candles, Tape	2.00	15.00
Candle (Teacup)	Wax kit, teacup	6.00	25.00
CD spinners into clocks	CD, paint, clock mechanism	.50	20.00
Clipboards	Clipboard, paint, decoupage stuff	4.00	20.00
Clock	Various materials (CD's, wood)	10.00	40.00
Dreamcatcher	Add beads	5.00	25.00
Embellishments for shoes, hats, purses, women's accessories	Jewelry, Fabric, Beads, etc.	.50-5.00	5:00-25.00
Eye Masks	Fabric, glue, thread, elastic	1.00	7.00
Fabric Lunch bags	Fabric, thread or glue, Velcro	2.00	7.00
Fabric pot holders (set of 2)	Fabric, thread or glue	1.00	12.00
Fabric Silverware Pockets (set of 2)	Fabric, thread, glue, embellishments	2.00	7.00
Felt flowers	Felt, paper, glue	.50	5.00
Glass Pebbled jars	Glass jar, containers, glue, pebbles	2.00	25.00
Large Glass Pebbled wall candle holder	Wood, Glue, pebbles	4.00	35.00
Greeting Cards (set of 5)	Paper, Embellishments	.10-.50	10.00
Kites (for the wall)	Sticks, Fabric, tassels, ribbon	2.00	25.00
Invitation Cards (set of 50)	Cards, embellishments, paint, etc.	4.00	50.00
Journals	Journal, paint, decoupage, and/or embellishments	3.00-10.00	15.00-35.00
Lamp and shade	Base, Shade, Paint, Embellishments, tassels, fabric	7.00	45.00

Lantern	Lantern- Xmas scene	5.00	30.00
Laptop Sleeves	Fabric, padding, velcro	3.00	15.00
Light Switch Covers	Light Switches- Decoupage materials	.50	5.00
Luggage Tags	Tags, paint, embellishments	1.50-2.00	5.00-7.00
Mailbox Magnetic covers	Covers, paint, sealer	3.00	25.00
Marbled bowls (set of 4)	White bowls, paint, resin	6.00	30.00
Metal Angels (x2)	Paint, Embellishments	2.00	12.00 each or 20.00 for two
Metal Garden Bird	Bird, paint	5.00	30.00
Metal Cat (Large for garden)	Cat, Paint, Sealer	7.00	30.00
Metal Deer	Metal deer, gold/silver paint, jewels	5.00	25.00
Metal Horses	Metal horses, paint	5.00	25.00
Metal Watering Can		4.00	20.00
Metal Tray (large)	Tray, paint	6.00	30.00
Mouse metal water can	Can, Paint	4.00	25.00
Mousepads	Placemats, Fabric/Paint/Decoupage	3.00	12.00
Napkin Holders and Napkins (set of 4)	Curtain Rings, beads and other embellishments napkins	5.00	25.00
Oysters (Painted, Gold Leaf)	Oysters, Paint, Gold Leaf	3.00	12.00
Paper Flowers	Paper, Glue	.10-1.00	1.00-5.00 (depends on type of paper and size of flower)
Paper Cone Flowers (set of 5 small or one large)	Paper, Glue	1.00-2.00	20.00
Paper Crepe Flowers (set of 5 small or one large)	Crepe paper, glue	1.00-2.00	20.00
Paper Wisteria (for row of 6)	Paper, Glue	1.00-4.00	25.00
Paper Fan Flowers (set of 5 small or one large)	Paper, Glue	1.00-2.00	20.00
Paper Silverware Pockets (set of 2)	Paper, glue, embellishments	50 cents	4.00
Paint Swatch Art (set of 10)	Swatches	.10	5.00
Paint Swatch Animals (set of 5)	Swatches	.20	5.00
Paintings on Canvas (see various images in binder)	Paint, Embellishments, Glue	\$3.00	25.00
Paintings in Frame	Paper, Paint, Frames	3.00-7.00	10.00-35.00 (depends on frame)
Pillows with pom poms and	Pillows, yarn	7.00	25.00

tassels			
Placemats (refurbished-set of 2)	Paper, fabric, laminate, modge podge, glue	3.00	15.00
Purses/Wallets	Wallet, paint, decoupage, embellishments	3.00-5.00	25.00
Puzzle Bowl	Glue, puzzle, balloon	5.00	25.00
Puzzle Tree	Canvas, puzzle, paint	5.00	25.00
Recipe Deck	Deco Paper, recipes (x20), glue	1.00	20.00
Recipe Book/Journal	Binder, Paper, Recipes, embellishments, (stuff for front if gift; for i.e.. notepad, utensils, magnifying glass, etc.)	4.00-6.00	25.00-30.00
Rock Art	Rocks, Paint, Sealer	1.00	5.00
Rock Art (Framed)	Rocks, Paint, Sealer, Frame	7.00	30.00
Rugs with Tassels (indoor and outdoor!)	Rugs, yarn to make tassels	7.00	30.00
Rustic Deer Build	Kit- paint	5.00	25.00
Sailboat and driftwood place settings (set of 8)	Fabric, driftwood	2.00	20.00
Salt and Pepper Shakers	Salt and Pepper Shakers, paint, decoup	2.00	12.00
Silverware holders-fabric (set of 4)	Fabric, thread/glue, paint, and/or embellishments	4.00	20.00
Silverware holders – paper set of 4)	Paper, glue	1.00	5.00
Soap-rewrap damaged wrapping (for gift baskets)	Soap, glue, paper	.50	2.00
Sun catchers- glass crystals	Glass crystals, beads, string	7.00	25.00
Tapered candles (set of 2)	Candles, Paint, decoupage	3.00	15.00
Tassel Banner	Yarn	4.00	25.00
Tassels	Yarn, string, embellishments	1.00-5.00	5.00-25.00
Teacup candles	Teacups, wax kits	8.00	25.00
Tiles- set of 4-decoupage or painted	Tiles, images, modge podge	1.00	12.00
Tulle Pom Poms	Tulle, ribbon, thread	.25	5.00
Wallets/Purses	Wallet, paint, decoupage, embellishments	3.00-5.00	25.00
Wicker basket (large)	Basket, paint	6.00	35.00

Wicker Basket with buckle	Basket, paint (add picnic for extra \$)	4.00	25.00
Wind Chime (Stone)	Branch, wire, stones, screws	2.00	30.00
Wine Cork Mirror		\$3.00	\$25.00
Wine Cork Mat		\$3.00	\$25.00
Wine Bags	Fabric, Glue, Thread, Ribbons, tassels, pom- poms	1.00-3.00	5.00-10.00
Wine Bottles	Wine Bottle, Paint, Yarn, Decoupage, Stenciled	2.00	20.00
Wine Charms (set)	Beads, Embellishments	.50-1.00	5.00-10.00
Wine Glasses (set)-paint	Wine Glasses (Paint)	5.00	20.00
Wine Glasses (set)-resin	Wine Glasses, Paint, resin, nail polish	6.00	30.00
Wooden Bird Lighthouses	Lighthouses, paint	4.00	25.00
Wood Bowls (small)- 1 for \$12.00 r 2 for \$20.00	Bowls, Paint, Sealer	2.00	12.00
Wooden Bowl (Large-Parkay)	Bowl and Paint	1.50	7.00
Wooden Bowl (heavy wood)	Bowl and Paint	3.99	25.00
Wooden Box	Box, paint, decoupage, embellishments	3.00-4.00	20.00
Wood candlesticks	Candlestick, paint	5.00	25.00
Wood Game (Kapla) into Geometric wall art	Game, Paint	6.00	45.00
Wood Cylinder (very large)	Large Lamp? Wall piece?	40.00	120.00
Wood journals	Paint, Decoupage, embellishments	6.00	35.00
Wood pallet wall art	Pallets, paint, glue	2.00	30.00
Wood plaque of USA	Plaque, paint	4.00	20.00
Wood Sheep	Wood sheep, paint	5.00	25.00
Wooden spoon Set	Wooden spoons, paint (to add to recipe books)	1.00	4.00
Wooden Trays (x3)	Trays, Paint, Resin	6.00 each	28.00
Wood Tray with handles	Tray, paint	4.00	25.00
Wreaths	floatie, materials to cover (paper, jewelry, etc.)	1.00-5.00	10.00-35.00
Yoga Socks (for gift baskets)	Yoga Socks, fabric paint, add cross straps	.80 cents	3.00

- Projects will be removed and added throughout the season according to supply and demand

GIFT PACKAGES (in upcycled retail)- TRIAL ONLY

PROJECT	SUPPLIES NEEDED (not including tools)	COST OF SUPPLIES (min-max)	PROJECTED PRICE
Tea party for two	Teacups sets, napkins, add ??	5.00	25.00-30.00 (depending on items added)
Game night	Game, add candy, snack bags	3.00	25.00-30.00(dependending on items added)
Coffee Time for 2	Green Mugs, napkins, and add ??	5.00	25.00-30.00(dependending on items added)
Sushi Set for 2	Green cement dishes, DIY decorated chopsticks, add ??	4.00	30.00-40.00 (depending on items added)
Soup in a Mug/Biscuits and Hot Chocolate/ etc. for One	Large Ceramic Mug and add ???	4.00	15.00-25.00 (depending on items added)
Dessert/Muffin for 4	Little dessert dishes plus ?	5.00	25.00-35.00(dependending on items added)
Dessert/Muffin for 2	Dessert dishes plus ?	4.00	25.00 (depending on items added)
Barbecue set	Glass coasters (x4) plus ?		15.00 -35.00 (depending on items added)
Wine and Cheese Set	Black and White with rose dishes and black wine glass plus ?	7.00	35.00-45.00(dependending on items added)
Wine and Cheese Set	Glass cutting board plus ?	3.00	18.00 -25.00(dependending on items added)
Wine cannister set with 2 glasses	Wine set plus	7.00	40.00
RE-WRAPPED SOAPS		.50	2.00

WEDDING (TRIAL ONLY)

- Minimal wedding DIY projects to do in the space AND rental decorations will be offered for the first season. If need is there, will expand upon this service.

PROJECT	SUPPLIES NEEDED (not including tools)	COST OF SUPPLIES (min-max)	PROJECTED PRICE
Bride and Groom /Christening Hangers	Wooden hangers, paint, and embellishments (ribbon, etc.)	2.00	20.00 (for set) 10.00 for one
Silverware Holders (paper or fabric)	Made to Order		
Tulle Pom Poms	Tulle, ribbon, thread	.25	5.00
Tulle Trees	Tulle		
Tassels for wine bottles on table	Made to Order		
Bowls for gift holders , grass, as gift baskets , add embellishments! Ingredients to make cake, muffins, etc., biscotti			
Wine Cork Mirror		\$3.00	\$25.00
Wine Cork Mat		\$3.00	\$25.00
Wedding Party/ Rentals			
Backdrop walls (made of various materials)			Rent-100.00
Green Feather Trees		5.99 each	Rent 25.00
Large White Feathered Peacocks		35.00	Rent 75.00
Crystaled Wire Cake Plate		2.00	Rent-15.00
Crystaled Wire Cupcake holder		3.50	Rent-20.00
Birch log and owl		7.00	Rent-25.00
Fabric Silverware holders	Made to order		
Large Tulle Trees			
Tassels for Wine bottles on the table	Made to order		
Seascape table fans		1.00	Rent-25.00 for 10
Palm Bark for tables (fill with succulents, plants, flowers)			

H/ Supplies/Suppliers/Tools for Projects-Initial Costs

Prices will be reviewed closer to purchase time to ensure I am purchasing required items at reduced costs.

Supplies	Supplier	Use	Cost
Acrylic paint-glitter paint (champagne!)	Jerry's Artarama	Various projects	13 x 17.00= 221.00
Acrylic paint pens (set of 14)	Amazon	Wine glasses	19.00
Acrylic sealer (clear) or Triple Thick Gloss Glaze-fantastic for nature projects	Amazon	Tiles and other projects	20.00
Adhesive (for paint)	Jerry's Artarama	Candles	11.00
Art markers (set of 36)	Jerry's Artarama	Various projects	40.00
Artist tape (x 3 different widths)	Jerry's Artarama	Matting, Candles	10.00 +20.00=30.00
Blow dryer	Amazon	For Drying resin and other projects	10.00
Broken Jewelry Lots	Etsy	For candles, bookmarks, and LOTS more	40.00 or BID
Canvasses	Blicks	Various projects	40 canvasses for 94.00- Also consider used canvasses
Clock mechanisms and batteries	Walmart	Clock projects	15.00
Enamel paint		Various projects	13.00
Elastic (100 yards)	Amazon	For Masks	10.00
epoxy	Amazon	Various projects	70.00
Eyes (stick-on – 100X)	Amazon	For rocks and other projects	8.00
Fabric Adhesive	Amazon	Floral lampshade	23.00
Foam brushes (set	Jerry's Artarama	Candles,	6.00

of 10)			
Foam sheets- 84PACK Foam Craft Sheets Eva Color Foam Paper Set for Kids Classroom Art Craft Projects DIY Handcraft by MEARCOOH	Amazon	Laptop sleeve	18.00
Foam Wreaths (set of 4)	Amazon		12.00
Foil Pans	https://www.foil-pans.com/collections/square-cake-pans	Marbling and other projects	70.00
Gesso (make my own later)	Joes Cheap Art Supplies	Various projects	15.00
Gloves (s,m,l)	Uline	Various projects	20.00
Glue dots (roll of 200 x3)	Amazon	Cards, small projects	18.00
Glue (Fabric)	Aleenes	Various projects	10.00
Glue (General craft-one gallon)	Jerry's Artarama	Various projects	24.00
Glue (Sticks) various	Jerry's Artarama	Various projects	50.00
Glue (super)-8 oz	Jerry's Artarama	Various projects	28.00
Grommets (metal eyelet)	N. Jefferson Limited	Various projects	10.00
hammer	Have	Various projects	Have
Hem tape	N. Jefferson Limited	Various projects	10.00
Hook and loop closures	N. Jefferson Limited	Various projects	22.00
Iron	Amazon	Various Projects	Have
Iron on vinyl	Amazon	Placemats, kids activity kits	24.00
Jars for beads	Have from wine	Various projects	Free
Leather paints- Angelus Leather Paint Set Of 12 1	Angelus Direct	Various projects	37.00

Oz			
Lights (Led)	Have	Branches	Have
Marbling Medium	Cheap Joes	Marbled projects	20.00
Metallic Paint	Cheap Joes	Deer, branches	20.00
Mica powder	have	For inlay to fix ceramics- see Burlap and Blue	have
Modge Podge (gallon)	Cheap Joes	Various projects	80.00
Multi-hole punch tool	Amazon	Various projects	40.00
Nail Polish	Have	Various projects	Have
Palette knives	Joes Cheap Art Supplies	Various projects	20.00
Pastels	Joes Cheap Art Supplies	Various projects	30.00
Pencils/Pens (Fine oil based,	Joes Cheap Art Supplies	Various projects	40.00
Plastic Cups/spoons/knives	Dollar Stores	For mixing	5.00
Plastic Luggage Sleeves	Have	Luggage, knapsack tags	Have
Polyurethane	Joes Cheap Art Supplies	Various projects	50.00
Pool Noodles	have	Large wreaths	have
Print ink	Best Buy	Various projects	80.00
Resin and Hardener	Have	Trays, wood plates, glasses	Have
Rubbing Alcohol (2 x 32 oz)	Amazon	Various projects	8.00
Screws (for Hanging)- Swpeet 415 Pcs Heavy Duty Assorted Picture Hangers Kit with Screws, Picture Hangers Assortment Kit for Picture Hanging Solutions with Transparent Box - 7 Models	Amazon	Various projects	20.00

Stones (round, flat slate)		Candles, Rock Art	Free
Styrofoam (wreath)	Create for Less	wreaths	5.00
Tapes (craft, painters)	Amazon	Various projects	25.00
Thread	N. Jefferson Limited	Various projects	10
Totes-Home Depot-09/29/20		storage	Cost with discount/taxes=37.35
Totes and bubble wrap- Home Depot- 10/09/20		storage	Cost with discount/taxes=97.10
Triple Thick Gloss Glaze- fantastic for nature projects			
Wax kits (soy candle- 5 lb) and wicks (x10)	Candlescience	Teacup, sugar/creamers candles	23.00 + 10.00
Wire (copper, tarnish resistant copper)	Amazon	For jewelry, hanging pics	5.00 +13.00
Wood circles (with holes)- pack of 100	Amazon	earrings	10.00
Wood slats	Scrap	Stone, Gem on wood candleholders	Free
Sealers (quart)	Angelus. Direct	Painted wallets, purses	20.00
Self healing cutting mat	Amazon	matting	14.00
Velcro (Iron on 24 in x ¾ in)	N. Jefferson Limited	Sandwich/lunch pouches, silverware pouches	12.00
Washi Tape	The Washi Tape Shop	trays	18.00
		Total Supplies	1697.45

Tool		Use	Cost
Brushes- buy various	Joes Cheap Art Supplies	Various projects	40.00
Cricut Makers and blade and drive housing?	Craft Direct	Various projects	\$349.00

Dremel 4000-2/30 High Performance Rotary Tool Kit- 2 Attachments & 30 Accessories- Grinder, Sander, Polisher, Router, and Engraver- Perfect for Routing, Metal Cutting, Wood Carving, and Polishing, Black, Full Size	Have	Wood projects	Have
Dremel Rotary Tool Kit	Dremel	Various projects	110.00
Magicfly 6 Pack Tabletop Easel, 14" High Black Steel Table Top Easels for Display, Adjustable & Portable Tripod Easel with 6	Supply Leader	Painting	35.00
Glue Guns –Large and 10 sticks-small guns	Large CoBiz Amazon.com	Various projects	29.00 + 20.00
Heat Press		Various projects	\$50.00
Torch	home	Various projects	Free
Jewelry Making Utensils Jewelry Pliers, Acejoz 6pcs Jewelry Making Tools Kit Includes Needle Nose Pliers, Round Nose Pliers, Wire Cutters, Crimping Pliers, Bent Nose Pliers, End Nippers for Beading Craft	Amazon.com (set of 6)	Jewelry	\$25.00
Scissors (pink and other)	Get good used pairs on eBay or Etsy	Various projects	35.00
Sewing Materials (threads, pins, etc.)	N. Jefferson Limited	Various projects	50.00
Sewing machine	Have	Various projects	Have
Wood burning tool	Amazon	Various projects	\$25.00
Slow Cookers for candles	Have	Candles	Free
Stapler	Amazon	Various projects	Have
Tablets	Wholesale Tablets	Various projects	300.00

X-acto knives	Jerry's Artarama	Various projects	7.00
		Total Tools=	1075.00

I/ COMPARABLE BUSINESSES

The following is a list of comparable businesses, keeping in mind the absence of "upcycling". All businesses have received excellent reviews.

NAME	SERVICES	COSTS OF SERVICES	WEBSITE
Pinspiration 55 locations throughout the U.S.	Crafts with access to studio Parties and camps	\$20-\$50/person Parties- up to 325.00 per 10	https://www.pinspiration.com/locations/davie/
The Eclectic Chic Boutique	Lessons Parties Camps	35.00-50.00 Parties- \$750.00 Camps-\$45.00 weekly	https://www.theeclecticchicboutique.com/birthdaypartypackage.html
Arts at the Falls	Parties Classes	\$100-\$160.00 monthly (2x/week)	https://www.artistsatthefalls.com/facilities
PAINT PARTY BUSINESSES -LOTS!!!! NEW YORK STATE			https://www.paintingwithatwist.com/studio/syracuse-dewitt/ https://www.yelp.com/biz/the-painting-cafe-baldwinsville https://www.yelp.com/biz/sip-of-color-syracuse
The Art Gym	Public Studio Space	\$100- monthly \$50- monthly wknds only	https://www.artgymdenver.com/about-art-gym/membership/#1548270981874-1d51310a-99cb
Arts and Craft Collective (Gananoque,	Art-related events	Classes- 50.00 each	https://www.artsandcraftcollective.com/

Ontario, CANADA) 161 King Street East, Gananoque, Ontario, Canada, K7G 1G3	Art instruction Gallery Shows Intimate concerts.		
The Thirsty Painters	Travelling art classes		thethirstypainters@gmail.com Phone: (315) 271-5396 Facebook: The Thirsty Painters
The Eclectic Chic Boutique 547 Bloomfield Ave Montclair, NJ 07042	Classes (virtual, mobile and in-house) Retail Parties	Classes- \$45.00 Parties- \$750.00- \$950.00 (includes food/drink)	https://www.theeclecticchicboutique.com/
Follow Your Art Studio Orange County, Florida	Classes (virtual and in-house) Events Parties Summer Camps	Classes- \$40.00/person Events Parties- \$40.00/person Summer Camps- 200.00/person Birthday Parties- \$400.00 minimum	Phone: (760) 703-4471 Email: info@followyourart.studio

J/ Craft/Art Websites

Trend Websites

Fashion Trend Setter: <https://www.fashiontrendsetter.com/v2/interior/home-decor/> and <https://www.fashiontrendsetter.com/v2/colortrends/>
We Connect Fashion: <https://www.weconnectfashion.com/articles/section/trends>
Patone: <https://www.pantone.com/color-intelligence/articles>
Trend Bible: <http://www.trendbible.com/blog/>
Trendstop: <https://www.trendstop.com/consumer-insights/>
Etsy: <https://blog.etsy.com/news/category/trends/>
Pinterest: <https://www.pinterest100.com/en-us/> and <https://newsroom.pinterest.com/en/pinsights>
Facebook: <https://www.facebook.com/business/insights>
CraftProfessional: <https://www.craftprofessional.com/craft-business-ideas.html> and <https://www.craftprofessional.com/crafts-that-sell-well.html>
https://www.indecortrends.com/2021-trends-and-colors-for-trendy-interior-designs/#Art_Deco_Trendsetter_In_2021

- More websites to be added over time

General Websites-(See catalogue for pictures)

A Beautiful Mess: <https://abeautifulmess.com/welcome-to-abm/>- not done
All Those Details: <http://www.allthosedetails.com/category/craft/>
Altenew Craft Your Life: <https://altenew.com/>
Annie Selke: <https://www.facebook.com/annieselke/>
Anthropologie: <https://www.anthropologie.com/?ref=logo>
A Pretty Fix: <https://aprettyfix.com/>
Better Homes and Gardens: <https://www.bhg.com/> and https://www.bhg.com/decorating/do-it-yourself/wall-art/wall-art-projects/?slide=slide_7cfbb344-d01a-4376-8ba8-18ba70b98360#slide_7cfbb344-d01a-4376-8ba8-18ba70b98360 and https://www.bhg.com/decorating/do-it-yourself/wall-art/wall-art-projects/?slide=slide_ead34050-4dbb-49a7-8957-b6b5a1b9e0cf#slide_ead34050-4dbb-49a7-8957-b6b5a1b9e0cf love website
Blooming Homestead: <https://www.bloominghomestead.com/2017/09/fall-entryway-2017.html>
Brepurposed: <https://brepurposed.porch.com/>
Blue Cottage Studio: <https://www.facebook.com/bluecottagestudio/photos/a.2194913447196937/2194966463858302>
Brooklyn Berry Designs: <https://brooklynberrydesigns.com/category/crafts/cricut-projects/>
Build a DIY: <https://build-a-diy.tumblr.com/>
Canary Street Crafts: <https://canarystreetcrafts.com/transfer-images-onto-fabric/>
Club Crafted: <https://www.clubcrafted.com/category/diy-tutorials/>
Cozamia: <https://cozamia.com/collections/open-edition-art-prints> for art ideas
Craft Berry Bush: <https://www.craftberrycrafts.com/2013/02/crepe-and-watercolor-flower-tutorial.html>
Craft Bits: <https://craftbits.com/>
Crafterholic: <https://crafterholic.com/category/things-to-make/>
Crafting a Green World: <https://craftingagreenworld.com/>

Crafts Unleashed: <http://blog.consumercrafts.com/craft-basics-main/tin-can-crafts-luminaries/>
 Creativebug- <https://www.creativebug.com/>
 Creative Coop: <https://www.creativecoop.com/Home-Shop-by-Product-Candle-Holders/>
 Crème de la Crafts: <http://www.cremedelacraft.com/p/diy-tutorials.html>;
<http://www.cremedelacraft.com/2013/10/DIY-Makeup-Brush-Roll.html>
 Damasklove: <https://damasklove.com/>
 Dans Le Lakehouse: <https://www.danslelakehouse.com/diy-project-gallery> LOVE!
 Decoist
 Decorating Cents: <http://decoratingcents.blogspot.com/2012/05/sunburst-in-dining-room.html>
 Design and Paper: <https://www.designandpaper.com/> (Amazing paper artists) - T
<https://www.designandpaper.com/64-brilliant-paper-artists-to-follow-on-instagram/>
<https://www.designandpaper.com/10-diy-paper-flower-tutorials-to-help-bring-the-outdoors-inside/>
 Design Sponge: <https://www.designsponge.com/2018/09/diy-mojito-elephant-ears-paper-plant.html>
 Designthusiasm: <https://designthusiasm.com/easy-shortcuts-christmas-decor/>
 Empress of Dirt: <https://empressofdirt.net/photo-transfer-wood-canvas/>
 Evermine: <https://www.evermine.com/weddingblog/diy-wedding-paper-pom-poms/>
 Fresh Crush: <http://freshcrush.com/category/diy/> and <http://freshcrush.com/diy-coral-artwork-one-room-challenge-week-4/> sea coral and branches
 Garden Therapy: <https://gardentherapy.ca/category/diy-projects/page/3/>
 Good Housekeeping: <https://www.goodhousekeeping.com/home/craft-ideas/how-to/g139/genius-upcycling-ideas/> LOTS!
 Green Wedding Shoes: https://greenweddingshoes.com/diy-waxed-paper-dot-garland/?utm_source=feedburner&utm_medium=feed&utm_campaign=Feed%3A+GreenWeddingShoes+%28Green+Wedding+Shoes+-+Wedding+Inspiration+for+the+Stylish+Bride%29&utm_content=Google+Reader
 Havenly: <https://www.facebook.com/TheHavenly/>
 Heart Hand Made: <https://www.hearthandmade.co.uk/>
 Home Talk- <https://www.hometalk.com/categories/how-to/upcycle>
 HonestlyWTF: <https://honestlywtf.com/> love
 Honey Sweet Home: <http://honeysweethome.blogspot.com/2012/03/easy-inexpensive-diy-art-framed-scarf.html>
 Houzz: <https://www.houzz.com/>
 Ideal Home: <https://www.idealhome.co.uk/garden/garden-ideas/garden-party-ideas-37092>
 In my own Style: <https://inmyownstyle.com/category/recycle-reuse-repurpose>
 Interior Frugalista: <https://www.interiorfrugalista.com/p/about-marie.html>
 Ish and Chi: <http://www.ishandchi.com/2011/09/five-colour-ideas-for-your-home.html>
 Ishouldbemoppingthefloor. <https://www.ishouldbemoppingthefloor.com/>
 It's Always Autumn: <https://www.itsalwaysautumn.com/fired-ink-art-easy-craft-for-kids-adults.html>
 Julie Blanner: <https://julieblanner.com/make-giant-paper-flowers-anthro-event/>
 Laura Trevey: <https://lauratrevey.com/2014/01/19/tic-tac-hack-diy-bobby-pin-holder/>
 Leap of Faith Crafting: <https://leapoffaithcrafting.com/decoupage-on-wood/>
 Lia Griffith: https://liagriffith.com/?sscid=81k4_4wjqj
 Lily Ardor: <https://www.lilyardor.com/diy-hanging-picture-display/>

Love Maegan: <https://lovemaegan.com/diy-shoes-clip-on-crystal-embellished-mary-jane-straps/>
 Martha Stewart: <https://www.marthastewart.com/>
 Michaels: <https://www.michaels.com/shop-categories/categories>
 Modge Podge Rocks: <https://modpodgerocksblog.com/> travel tags
 Nine Red: <http://ninered.blogspot.com/2012/08/how-to-paper-dot-mobile.html> love
 Oh Happy Days: <https://ohhappyday.com/2017/04/paper-lily-of-the-valley-diy-2/>
 Oh Deco: <https://www.ohohdeco.com/diy-wall-earring-holder/>
 Oh So Crafty: <https://ohsocrafty.blogspot.com/2010/10/velvet-bookmarks.html>
 On Sutton Place: <https://www.onsuttonplace.com/>
 Paper Papers: <https://www.paperpapers.com/news/jumbo-peonies-flower-backdrop/>
 Paper Shape: <https://www.paper-shape.com/de/blog/gaensebluemchen-basteln/>
 Pineapple Paper Company: <https://pineapplepaperco.com/category/diy/home-decor/>
 Positively Splendid: <https://www.positivelysplendid.com/category/positively-handmade/crafts/>
 Psimadethis: <https://psimadethis.com/> <http://sarahontheblog.blogspot.com/2012/04/hula-hoop-chandelier.html> Sara on the Blog:
 Real Creative Real Organized: <https://realcreativerealorganized.com/diy-candle-holders/>
 Refresh Living : <https://refreshliving.us/decorating-budget/upcycled-projects/>
 Sadie Seasongoods: <https://www.sadieseasongoods.com/category/create/>
 Sarah Belle Elizabeth: <http://www.sarahbelleelizabeth.com/2017/09/diy-wall-hanging.html>
 Shabby Fufu: <https://shabbyfufu.com/7-top-diy-posts-of-the-decade/>
 Shop Sweet Things: <http://shopsweetthings.com/living/cozy-home-decor-diy-dip-dye-tassel-chandelier/> LOVE LOVE!
 Skip to My Lou- <https://www.skiptomylou.org/sharpie-crafts-ideas/>
 Something Turquoise: <https://somethingturquoise.com/>
 Spoonflower: <https://www.spoonflower.com/collections/209229-diy-sleep-masks-by-ohhhlulu>
 Studio DIY- <https://studiodiy.com/category/diy/home/>
 Style by Emily Henderson: <https://stylebyemilyhenderson.com/design-category/design-trends>
 Ten June: <http://www.tenjuneblog.com/2012/07/pinterest-challenge-mod-podge-nursery.html>
 Thea's Mania: <http://theverden.blogspot.com/2010/12/rom-for-rom-barnehageinnngangen.html>
 The Country Chic Cottage: <https://www.thecountrychiccottage.net/category/diy-projects/outdoors/>
 The Craft Patch: <https://www.thecraftpatchblog.com/diy-geometric-metallic-vase/>
 The Crazy Craft Lady: <https://thecrazycraftlady.com/new-craft-ideas-to-try/>
 The House That Lars Built <http://thehousethatlarsbuilt.com/2018/03/paper-flower-wedding-bouquet.html/>
 The Idea Room: <https://www.theidearoom.net/tissue-rosette-kissing-balls/>
 <https://www.theidearoom.net/valentines-day-craft/>
 The Kingston Home: <https://thekingstonhome.com/blog/category/crafts-diy/home-decor/>
 The Merry Thought: <https://themerrythought.com/>
 The Spruce Crafts: <https://www.thesprucecrafts.com/popular-diy-projects-4162972>
 Think Make Share: <https://www.thinkmakeshareblog.com/crepe-paper-flowers/>
 Thrift Diving: <https://thriftdiving.com/how-to-make-diy-journal-notebook-from-scrapbook-paper/>
 Tonality Designs: <https://tonalitydesigns.com/>
 Tracy Lynn Crafts: <https://www.tracylynn crafts.com/diy-burlap-flowers/>
 Trend Hunter: <https://www.trendhunter.com/slideshow/diy-wall-decal>

Wedding Chicks: <https://www.weddingchicks.com/blog/do-it-yourself-eco-friendly-succulent-place-cards-l-2459-l-45.html>

West Elm: https://www.facebook.com/westelm/photos/?ref=page_internal

Wired: <https://www.wired.com/2009/09/500-colored-pencils-hanging-on-the-wall/>

Wonderful DIY: <https://wonderfuldiy.com/old-broken-jewelry-upcycling-crafts/>

Woo Home: <https://www.woohome.com/interiors/27-easy-diy-ways-to-make-your-walls-look-uniquely-amazing>

Young House Love: <https://www.younghouselove.com/>

YouTube

- **More Websites to be added over time**

WEDDING WEBSITES

DIY Crafts: <https://www.diyncrafts.com/27086/decor/35-breathtaking-diy-rustic-wedding-decorations-wedding-dreams>

Ed libby: <https://www.edlibby.com/?pgid=ibpj9dg1-11a50a43-837b-498d-91b2-b26c5e88afc0> my branches!

Excellent Designs: <https://www.excellentdesigns.org/>

Koch Blog: <https://www.koch.com.au/blog/diy-wedding-chair-decorations>

Tulle and Chantilly: <https://www.tulleandchantilly.com/blog/7-charming-diy-wedding-decor-ideas-we-love/>

Yanni Design Studio: <https://yannidesignstudio.com/wedding-flowers-decorations/#gallery-12>

Love white with red flowers for parties/wedding <https://www.instagram.com/edlibbyevents/?hl=en>

- **More Websites to be added over time**

K/ Lease-negotiated verbally- waiting for signed copy to be returned

References

Aelieve (2020). *Best Craft Websites*. Retrieved from <https://aelieve.com/rankings/websites/category/leisure/best-craft-websites/>

Alexandria Bay Chamber of Commerce (2020). Retrieved from <https://www.visitalexbay.org/why-alex-bay/>

American Academy of Neurology (2015). Can arts, crafts and computer preserve your memory? Retrieved at <https://www.aan.com/PressRoom/Home/PressRelease/1363>.

Americans for the Arts. Retrieved from <https://www.americansforthearts.org/by-program/reports-and-data>

- BC: The Mag. *BC Occasions: Moet and Monet: The Rising Popularity of Paint 'n Sips*. Retrieved from <http://www.bcthemag.com/bc-occasions-moet-and-monet-the-rising-popularity-of-paint-n-sips/>
- Cambridge Dictionary (2020). *Meaning of upcycle in English*. Retrieved from <https://dictionary.cambridge.org/us/dictionary/english/upcycle>
- Cornell University (2010). *Demographics of Upstate New York*. Retrieved from <https://pad.human.cornell.edu/presentations/slides/NYSARH/Demographics%20of%20Upstate%20New%20York.pdf>
- Craft Industry Alliance (2020). *Craft industry trends 2020*. Retrieved from <https://craftindustryalliance.org/craft-industry-trends-for-2020/>
- Help Heal Veterans (2020). Help heal veterans: therapeutic craft kits. Retrieved from <https://www.healvets.org/>
- Martha Stewart (2019). *Craft Trends 2020*. Retrieved from : <https://www.marthastewart.com/2227283/craft-trends-2020->
- Military Network (2020). Fort Drum Army Base Guide. Retrieved from <https://www.military.com/base-guide/fort-drum#:~:text=More%20Base%20Details%20and%20Info&text=In%201974%2C%20the%20installation%20was,largest%20employer%20in%20the%20region.>
- National Institute on Aging (2019). *Participating in the arts creates paths to healthy aging*. Retrieved from <https://www.nia.nih.gov/news/participating-arts-creates-paths-healthy-aging>
- NNY 360 (2017). *T.I. Tourism Touted*. Retrieved from https://www.nny360.com/news/t-i-tourism-touted/article_e3802ee7-6619-5d97-aa20-9a25a3799c05.html
- PBS Kids for Parents (2012). *The importance of art in child development*. Retrieved from <https://www.pbs.org/parents/thrive/the-importance-of-art-in-child-development>
- Pinterest (2020). *Pinterest 100*. Retrieved from <https://www.pinterest100.com/en-us/conscious-consumption/>
- Psychology Today (2020). Creativity as a wellness activity. Retrieved from <https://www.psychologytoday.com/us/blog/arts-and-health/201512/creativity-wellness-practice>
- Scribd, (...) <https://www.scribd.com/doc/307935560/Thousand-Islands-visitor-research>
- Shatzman, C. (2015). Sustainable style. *Yoga Journal*, 273, 15. <http://eds.b.ebscohost.com/eds/pdfviewer/pdfviewer?vid=5&sid=f2541180-6aa0-4cab-a565-98d74584b016%40pdv-v-sessmgr03>

Sonke, J., Golden, T., Francois, S., Hand, J., Chandra, A., Clemmons, L., Fakunle, D., Jackson, M.R., Magsamen, S., Rubin, V., Sams, K., Springs, S. (2019). Creating Healthy Communities: Arts + Public Health in America initiative. *Creating Healthy Communities Through Cross-sector Collaboration*. Retrieved from <https://www.vetart.org/art-and-healing-research-and-resources.html>

Statistica(2020).Retrieved from <https://www.statista.com/topics/2501/etsy/#:~:text=In%202019%2C%20the%20number%20of,bought%20goods%20through%20the%20platform.&text=As%20of%20December%202018%2C%20Etsy,websites%20in%20the%20United%20States.>

The Daily Independent (2019). *Paint parties gain popularity, offer creative entertainment*. Retrieved from https://www.dailyindependent.com/news/paint-parties-gain-popularity-offer-creative-entertainment/article_32b300c0-6b80-11e9-b0b6-3b8c1d496056.html

United States Census Bureau (2010). *New York*. Retrieved from <https://data.census.gov/cedsci/profile?q=New%20York&g=0400000US36#>

U.S. Army: MWR. *Fort Drum family and MWR*. Retrieved from <https://drum.armymwr.com/>

Valdosta Daily Times (2019). *Painting Valdosta: Paint parties popularity increases*. Retrieved from https://www.valdostadailytimes.com/news/local_news/painting-valdosta-paint-parties-popularity-increases/article_ac9e7ec5-e74a-5a3c-9269-76e0694e6d0c.html

Wilson, M. (2016). When creative consumers go green: understanding consumer upcycling. *The Journal of Product and Brand Management*, 25(4). 394-399. doi:<http://0-dx.doi.org.aupac.lib.athabascau.ca/10.1108/JPBM-09-2015-0972>

Working Woman Report (2015). *Arts And Carafes: Sip And Paint Nights Gaining In Popularity*. Retrieved from: <https://workingwomanreport.com/arts-and-carafes-sip-and-paint-nights-gaining-in-popularity/>

Jefferson County Industrial Development Agency

Project Summary

Date: 4/21/2021

Project	NY 18144 GAME FARM, LLC	Rural			Project #	
Location	18144 GAME FARM ROAD, BROWNVILLE, NY	28 Acres. 108 Acre Parcel - Residential			School	GENERAL BROWN
Tax Parcel	73.00-1-47.1				Project Type	5 MW A/C No Storage
Total Tx.	1,427				Village	
Community Distributed Generation		% of Proj	NYS Tax	County Tax	Town	BROWNVILLE
Total Project Costs	5,203,358		4%	4%	Jobs	
Land					Retained	0
Infrastructure					Added	
Building					Total	0
Furniture & Fixtures					Next Five Years	0
Equipment					Construction Jobs	0
Equip. /NYS Production	4,132,979	79%	165,319	165,319	Current Assessment	191,500
Exemption					Final Assessment	4,470,000
Eng/Arch Fees					Agency Fee	\$104,067
Finance Charges					App Fee Paid	PAID
Legal Fees						
Solar Installation Labor	1,070,379					
Other-Soft Costs						
Total	5,203,358					

Sales Tax Exemption

Total Material	4,132,979	WAIVED
Installation @ 40%	0	
4% County Tax	165,319	0
4% NYS Tax	165,319	
	330,638	

Brownville Tax Rates

County	7.439466
Town	1.176224
School	10.391700
	19.00739

Mortgage Recording Tax

Est Mortgage Amount

MRT Savings 0 WAIVED

PILOT	5MW	W/O PILOT
		Current Rates
Year 1	36,285.67	84,963.03
Year 2	35,574.18	84,963.03
Year 3	34,876.65	84,963.03
Year 4	34,192.79	84,963.03
Year 5	33,522.35	84,963.03
Year 6	32,865.05	84,963.03
Year 7	32,220.63	84,963.03
Year 8	31,588.86	84,963.03
Year 9	30,969.47	84,963.03
Year 10	30,362.22	84,963.03
Year 11	29,766.88	84,963.03
Year 12	29,183.22	84,963.03
Year 13	28,611.00	84,963.03
Year 14	28,050.00	84,963.03
Year 15	27,500.00	84,963.03
	475,568.97	1,274,445.50
	37%	

Total	
Project Costs	5,203,358
Fed ITC Grant	1,352,878
NY Sun Award	2,252,897
Total Grants	3,605,775
Equity	1,597,583

New Assessment	5MW	1MW	New Assessment	Project New Land Assessment	Land Current Assess	Total Acres	Assess Per Acre	Project Acreage	Land Current Project Assessment
	4,470,000	894,000	4,470,000	159,643	85,600	108	792.59	28	22,193

Total Assessment no project: 191,500

Current Land Only- no project 85,600

Property Owner: Shawn & Joann Rickett

Cost-Benefit Analysis for GAME FARM LLC

Prepared by Jefferson County LDC using InformAnalytics

Executive Summary

INVESTOR
NY 18144 GAME FARM, LLC

TOTAL INVESTED
\$5.2 Million

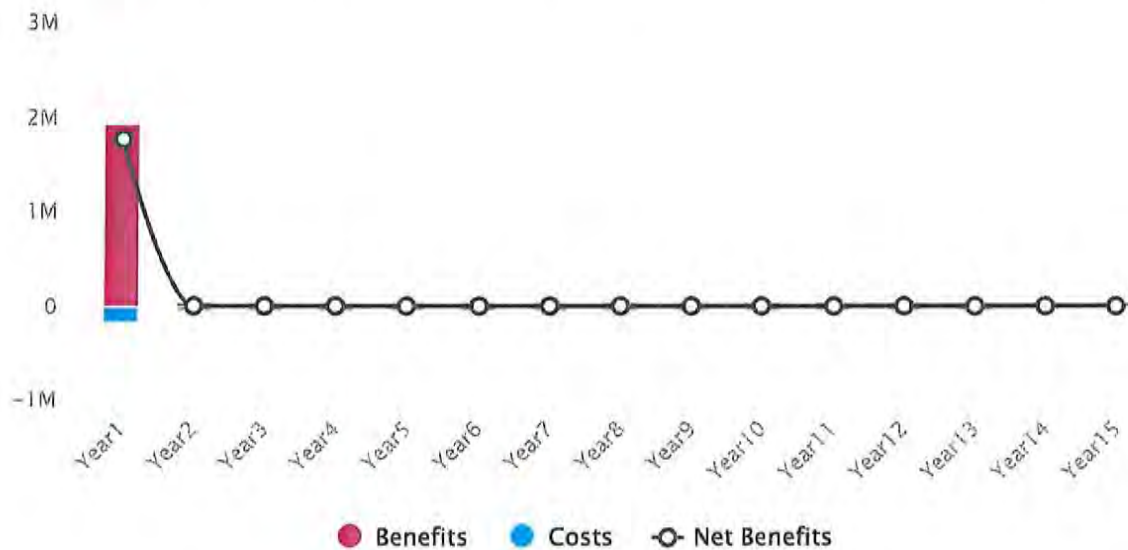
LOCATION
18144 GAME FARM ROAD, TOWN OF BROWNVILLE

TIMELINE
15 Years

F1 FIGURE 1

Discounted* Net Benefits for GAME FARM LLC by Year

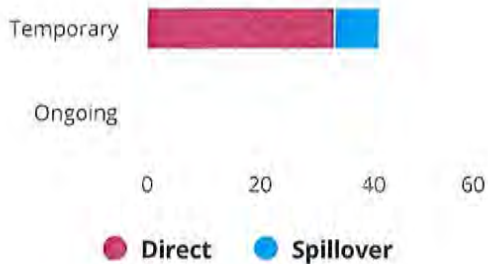
Total Net Benefits: \$1,526,000



Source: NY 18144 Game Farm, LLC

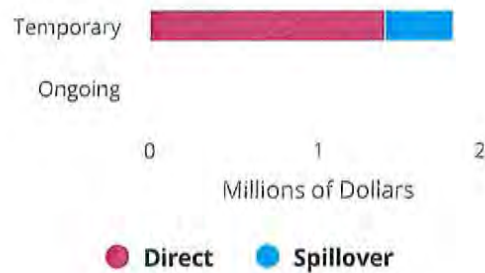
F2 FIGURE 2

Total Jobs



F3 FIGURE 3

Total Payroll



Proposed Investment

NY 18144 GAME FARM, LLC proposes to invest \$5.2 million at 18144 GAME FARM ROAD, TOWN OF BROWNVILLE over 15 years. Jefferson County LDC staff summarize the proposed with the following: 5MW COMMUNITY DISTRIBUTED GENERATION

T1 TABLE 1

Proposed Investments

F4 FIGURE 4

Location of Investment

Description	Amount
CONSTRUCTION SPENDING	
28 ACRE PARCEL	\$4,133,000
OTHER SPENDING	
INSTALLATION LABORENT	\$1,070,000
Total investments	\$5,203,000
Discounted Total (2%)	\$5,203,000

May not sum to total due to rounding.

Cost-Benefit Analysis

A cost-benefit analysis of this proposed investment was conducted using InformAnalytics, an economic impact model developed by CGR. The report estimates the impact that a potential project will have on the local economy based on information provided by Jefferson County LDC. The report calculates the costs and benefits for specified local taxing districts over the first 15 years, with future returns discounted at a 2% rate.

T2 TABLE 2

Estimated Costs or Incentives

Jefferson County LDC is considering the following incentive package for NY 18144 GAME FARM, LLC.

Description	Nominal Value	Discounted Value*
Property Tax Exemption	\$767,000	\$667,000
Sales Tax Exemption	\$132,000	\$132,000
Total Costs	\$899,000	\$799,000

May not sum to total due to rounding.

* Discounted at 2%

T3 TABLE 3

State & Regional Impact (Life of Project)

The following table estimates the total benefits from the project over its lifetime.

Description	Direct	Spillover	Total
REGIONAL BENEFITS	\$1,868,000	\$356,000	\$2,224,000
To Private Individuals	\$1,427,000	\$351,000	\$1,778,000
Temporary Payroll	\$1,427,000	\$351,000	\$1,778,000
To the Public	\$441,000	\$5,000	\$445,000
Property Tax Revenue	\$423,000	N/A	\$423,000
Temporary Sales Tax Revenue	\$18,000	\$5,000	\$23,000
STATE BENEFITS	\$81,000	\$20,000	\$101,000
To the Public	\$81,000	\$20,000	\$101,000
Temporary Income Tax Revenue	\$63,000	\$16,000	\$79,000
Temporary Sales Tax Revenue	\$18,000	\$5,000	\$23,000
Total Benefits to State & Region	\$1,949,000	\$376,000	\$2,325,000
Discounted Total Benefits (2%)	\$1,949,000	\$376,000	\$2,325,000

May not sum to total due to rounding.

T4 TABLE 4

Benefit to Cost Ratio

The following benefit to cost ratios were calculated using the discounted totals.

Description	Benefit*	Cost*	Ratio
Region	\$2,224,000	\$733,000	3:1
State	\$101,000	\$66,000	2:1
Grand Total	\$2,325,000	\$799,000	3:1

May not sum to total due to rounding.

* Discounted at 2%

CGR has exercised reasonable professional care and diligence in the production and design of the InformAnalytics™ tool. However, the data used is provided by users. InformAnalytics does not independently verify, validate or audit the data supplied by users. CGR makes no representations or warranties with respect to the accuracy of the data supplied by users.

Application to
Jefferson County Industrial
Development Agency (JCIDA)

- ☐ **Tax Exempt Bond Financing**
☐ **Taxable Bond Financing**
☒ **Lease Leaseback Transaction**

Please contact the agency for more information
regarding project eligibility and application process.

Applicant (Company) Name:

NY 18144 Game Farm, LLC

Applicant Address:

100 Montgomery Street, Suite 725, San Francisco, CA 94104

Phone:

628-629-6252

E-mail:

kstokes@forefrontpower.com

Application Date: April 14, 2021

Internal Use Only

Staff Signature and Date of Submission: 4/16/21

Revised Date: _____, **Revision #:** _____

Completed Application Date: _____ **Staff Initial** _____

Document Date: February 2, 2021

Fee Schedule

Updated as of the date of the document

Taxable and Tax Exempt Industrial Development Revenue Bonds

Application Fee:	A non-refundable fee of \$2,500.00 is payable to the JCIDA at the time the application is submitted. This fee will be credited towards the total fee at closing.
Fee:	First \$10 million – 2% of the principal amount of the bond series. \$10 million - \$20 million – 1% of the bond series. Any amount over \$20 million – 0.5% of the bond series. Annual Fee - \$1,500.00
Point of Contact:	David Zembiec – CEO JCIDA+1 (315) 782-5865

Lease Leaseback Transactions

Application Fee:	A non-refundable fee of \$2,500.00 is payable to the JCIDA at the time the application is submitted. This fee will be credited towards the total fee at closing.
Fee:	With a PILOT: First \$10 million – 2% Second \$10-\$20 million - 0.5% Any amount over \$20 million - 0.25%
Point of Contact:	No PILOT – 25% of the abatement value David Zembiec - CEO JCIDA +1 (315)782-5865

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Section I: Applicant Information

Please answer all questions. Use "None" or "Not Applicable" where necessary.

A) Applicant Information-company receiving benefit:

Applicant Name: NY 18144 Game Farm, LLC
 Applicant Address: 100 Montgomery Street, Suite 725, San Francisco, CA 94104
 Phone: 628-629-6252 Fax: _____
 Website: www.forefrontpower.com E-mail: kstokes@forefrontpower.com
 Federal ID#: 85-2722383 NAICS: 221114
 Will a Real Estate Holding Company be utilized to own the Project property/facility? ☐ Yes or ☒ No
 What is the name of the Real Estate Holding Company: _____
 Federal ID#: _____
 State and Year of Incorporation/Organization: _____
 List of stockholders, members, or partners of Real Estate Holding Company: _____

B) Individual Completing Application:

Name: Kelly Stokes
 Title: Tax Manager
 Address: 100 Montgomery Street, Suite 725, San Francisco, CA 94104
 Phone: 628-629-6252 Fax: _____
 E-Mail: kstokes@forefrontpower.com

C) Company Contact (if different from Section B above):

Name: _____
 Title: _____
 Address: _____
 Phone: _____ Fax: _____
 E-Mail: _____

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

D) Company Counsel:

Name of Attorney: Genevieve Trigg
 Firm Name: Barclay Damon LLP
 Address: 80 State St. Albany N.Y. 12207
 Phone: (518) 429-4265 Fax: _____
 E-mail: gtrigg@barclaydamon.com

E) Identify the assistance being requested of the Agency (select all that apply):

- | | |
|-------------------------------------|--|
| 1. Exemption from Sales Tax | ☐ Yes or ☒ No |
| 2. Exemption from Mortgage Tax | ☐ Yes or ☒ No |
| 3. Exemption from Real Property Tax | ☒ Yes or ☐ No |
| 4. Tax Exempt Financing * | ☐ Yes or ☒ No |

* (typically for not-for-profits and qualified small manufacturers)

F) Applicant Business Information (check appropriate category):

Corporation	☐	Partnership	☐
Public Corporation	☐	Joint Venture	☐
Sole Proprietorship	☐	Limited Liability Company	☒

Other (please specify) _____
 Year Established: 2020
 State in which Organization is established: Delaware

G) List all Applicant stockholders, members, or partners with % of ownership greater than 20%:

<u>Name</u>	<u>% of ownership</u>
<u>MyPower Corp.</u>	<u>100%</u>
_____	_____
_____	_____

H) Applicant Business Description:

Describe in detail company background, products, customers, goods and services. Description is critical in determining eligibility. Applicant's parent company develops, designs, builds, owns, finances, and operates commercial scale solar and battery energy storage facilities, and currently has over 1,000 solar projects totaling 800 megawatts of solar generating capacity. This project will generate 5 MW AC of interconnected solar energy at the project site.

Estimated % of sales within Jefferson County: 30%

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Estimated % of sales outside Jefferson County, but within New York State: 70%

Estimated % of sales outside New York State but within the U.S.: _____

Estimated % of sales outside the U.S. _____

(*Percentage to equal 100%)

D) What percentage of your total annual supplies, raw materials and vendor services are purchased from firms in Jefferson County. Include list of vendors, raw material suppliers and percentages for each.

Provide supporting documentation including estimated percentage of local purchases.

Applicant isn't operating yet and hasn't identified the vendors it will use for this Project. The solar panels for this Project are produced only by overseas manufacturers and the requisite racking is produced only by manufacturers located outside the Agency's defined local region.

Section II: Project Description & Details

A) Project Location:

List your current operation(s) locations in Jefferson County:

None.

List your current operation(s) locations in New York State:

List the Proposed Project location(s) : Town of Brownville

Provide the Property Address of the proposed Project:

18144 Game Farm Road, Brownville, New York 13634

Tax ID No. 73.00-1-47.1

Will the completion of the Project result in the removal, or reduction of an industrial or manufacturing plant of the Applicant from: one area of New York State to Jefferson County; or within Jefferson County?

☐ Yes or No ☒

If Yes, please provide details _____

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Will the completion of the Project result in the abandonment of one or more plants or facilities of the Applicant located within New York State?

☐ Yes or No ☒

If Yes, please provide details _____

Will the Proposed Project cause Applicant's current operations within Jefferson County to be closed or be subjected to reduced activity?

☐ Yes or No ☒

If Yes, please provide details _____

If Yes to any of the above three (3) questions, Applicant must complete Section IV of this Application.

Will the completion of the Project result in the abandonment, removal, or reduction of an industrial or manufacturing plant of a closely aligned competitor from one area of New York State or Jefferson County?

☐ Yes or No ☒

If Yes, please provide details _____

SBL Number for Property upon which proposed Project will be located: 73.00-1-47.1

What are the current real estate taxes on the proposed Project Site? 1,427.08

If amount of current taxes is not available, provide assessed value for each:

Land: \$ _____ Buildings(s): \$ _____

**** If available please include a copy of current tax bill.**

Are Real Property Taxes current? ☒ Yes or ☐ No. If no, please explain _____

Town/City/Village: Brownville School District: General Brown Central

Does the Applicant or any related entity currently hold fee title to the Project site? ☐ Yes or ☒ No

If No, indicate name of present owner of the Project Site: Shawn and Joann Rickett

Does Applicant or related entity have an option/contract to purchase the Project site? ☐ Yes or ☒ No

Revised Date: _____, Revision #: _____

B) Please provide narrative of project and the purpose of the project (new build, renovations, and/or equipment purchases). Identify specific uses occurring within the project. Describe any and all tenants and any/all end users: (This information is critical in determining project eligibility): _____

The Applicant proposed to develop a 5 MW AC ground mounted solar facility on approximately 28 acres

of privately owned property. The project will operate as a community benefit solar facility which will allow local residents to participate in the Community Solar Program. Residents who subscribe will receive a discount on their electric bill.

Describe the reasons why the Agency's Financial Assistance is necessary, and the effect the Project will have on the Applicant's business or operations. Focus on competitiveness issues, project shortfalls, etc... Your eligibility determination will be based in part on your answer (attach additional pages if necessary): The Agency's financial assistance will help mitigate the risks associated with this Project,

making the Project commercially reasonable and improving its economic feasibility and financing because without real property

tax certainty, the Project cannot be financed. Absent the Agency's financial assistance, it is unlikely that the Applicant will undertake the Project.

Please confirm by checking the box, below, if there is a strong possibility that the Project would not be undertaken but for the Financial Assistance provided by the Agency?

☒ Yes or ☐ No

If Yes, please provide details: Without the Agency's financial assistance, the Project would not likely be able to move forward.

If the Project could be undertaken without Financial Assistance provided by the Agency, then provide a statement in the space provided below indicating why the Project should be undertaken by the Agency: _____

If the Applicant is unable to obtain Financial Assistance for the Project, what will be the impact on the Applicant? If the Applicant is unable to obtain Financial Assistance from the Agency for this Project, it is unlikely that the Applicant will proceed with the project.

C) Will Project include leasing any equipment ☐ Yes or ☒ No

If Yes, please describe: _____

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

D) Site Characteristics:

Describe the present use of the proposed Project site: The current site includes a single-family home and vacant land. The proposed facility will encompass approx. 28 acres of the 108 acre parcel.

Will the Project meet zoning/land use requirements at the proposed location? ☒ Yes or ☐ No

If Yes, please provide local zoning reference that applies: Section 165-15 B(3)

Special Uses requires Planning Board Approval .

Describe the present zoning/land use: Residential.

Describe required zoning/land use, if different: N/A

If a change in zoning/land use is required, please provide details/status of any request for change of zoning/land use requirements: _____

Is the proposed project located on a site where the known or potential presence of contaminants is complicating the development/use of the property? If yes, please explain: No.

Have site plans been submitted to the appropriate planning board or department?

☒ Yes or ☐ No

** If yes, please provide the Agency with a copy of the related State Environmental Quality Review Act ("SEQR") Environmental Assessment Form that may have been required to be submitted along with the site plan application to the appropriate planning department. Please provide the Agency with the status with respect to any required planning department approval: Site plan approval and a special use permit were granted by the Town Planning Board.

Has the Project received site plan approval from the planning department? ☒ Yes or ☐ No.

If Yes, please provide the Agency with a copy of the planning department approval along with the related SEQR determination.

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

E) Has a Phase I Environmental Assessment been prepared, or will one be prepared with respect to the proposed project site? ☒ Yes or ☐ No If yes, please provide a copy.

F) Have any other studies or assessments been undertaken with respect to the proposed project site that indicate the known or suspected presence of contamination that would complicate the site's development?
☐ Yes or ☒ No. If yes, please provide copies of the study

G) Provide any additional information or details: _____

H) Select Project Type for all end users at project site (you may check more than one):

** Please check any and all end users as identified below.

Industrial	☐	Back Office	☐
Acquisition of Existing Facility	☐	Retail	☐
Housing	☐	Mixed Use	☐
Equipment Purchase	☐	Facility for Aging	☐
Multi-Tenant	☐	Civic Facility (not for profit)	☐
Commercial	☐	Other solar - 5 MW ac	☒

** Will customers personally visit the Project site for either of the following economic activities? If yes with respect to either economic activity indicated below, complete the Retail Questionnaire contained in Section III of the Application.

Retail Sales: ☐ Yes or ☒ No

Services: ☐ Yes or ☒ No

For purposes of this question, the term "retail sales" means (i) sales by a registered vendor under Article 28 of the Tax Law of the State of New York (the "Tax Law") primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law), or (ii) sales of a service to customers who personally visit the Project.

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

D) Project Information:**Estimated costs in connection with Project:**

- | | |
|---|---------------------|
| 1. Land and/or Building Acquisition: | \$ _____ |
| _____ acres _____ square feet | |
| 2. New Building Construction: _____ square feet | \$ _____ |
| 3. New Building Addition(s): _____ square feet | \$ _____ |
| 4. Infrastructure Work | \$ _____ |
| 5. Reconstruction/Renovation: _____ square feet | \$ _____ |
| 6. Manufacturing Equipment: | \$ _____ |
| 7. Non-Manufacturing Equipment (furniture, fixtures, etc.): | \$ _____ |
| 8. Soft Costs: (professional services, etc.): | \$ _____ |
| 9. Other, Specify: <u>material and labor</u> | \$ <u>5,203,358</u> |

TOTAL Capital Costs: \$ 5,203,358**Project refinancing; estimated amount**
(for refinancing of existing debt only)

\$ _____

Sources of Funds for Project Costs:

Bank Financing:	\$ _____
Equity (excluding equity that is attributed to grants/tax credits)	\$ <u>1,597,588</u>
Tax Exempt Bond Issuance (if applicable)	\$ _____
Taxable Bond Issuance (if applicable)	\$ _____
Public Sources (Include sum total of all state and federal grants and tax credits)	\$ _____

Identify each state and federal grant/credit:

NY Sun Award\$ 2,252,897Federal Investment Tax Credit\$ 1,352,873

\$ _____

\$ _____

Total Sources of Funds for Project Costs:

\$ 5,203,358

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Have any of the above costs been paid or incurred as of the date of this Application? ☐ Yes or ☒ No

If Yes, describe particulars: _____

Mortgage Recording Tax Exemption Benefit: Amount of mortgage that would be subject to mortgage recording tax:

Mortgage Amount (include sum total of construction/permanent/bridge financing): \$ _____

Estimated Mortgage Recording Tax Exemption Benefit (product of mortgage Amount as indicated above multiplied by ____%): \$ _____

Construction Cost Breakdown:

Total Cost of Construction \$ 5,203,358 (sum of 2,3,4,5, and/or 7 in Question I, above)

Cost for materials: \$ 4,132,979
 % sourced in Jefferson County: TBD %
 % sourced in New York State 10 % (including Jefferson County)
 List major material suppliers if known Unknown

Cost for labor: \$ 1,070,379
 Expected Full-Time Equivalent Jobs during construction 0
 Expected Total Labor Hours during construction Unknown
 List major subcontractors, if known Unknown

Sales and Use Tax: Gross amount of costs for goods and services that are subject to State and local Sales and Use tax - said amount to benefit from the Agency's Sales and Use Tax exemption benefit:

\$ _____

Estimated State and local Sales and Use Tax Benefit (product of ____% multiplied by the figure, above):

\$ _____

*** Note that the estimate provided above will be provided to the New York State Department of Taxation and Finance. The Applicant acknowledges that the transaction documents may include a covenant by the Applicant to undertake the total amount of investment as proposed within this Application, and that the estimate, above, represents the maximum amount of sales and use tax benefit that the Agency may authorize with respect to this Application. The Agency may utilize the estimate, above, as well as the proposed total Project Costs as contained within this Application, to determine the Financial Assistance that will be offered.*

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Real Property Tax Benefit:

Identify and describe if the Project will utilize a real property tax exemption benefit OTHER THAN the Agency's PILOT benefit: N/A

JCIDA PILOT Benefit: Agency staff will indicate the amount of PILOT Benefit based on estimated Project Costs as contained herein and anticipated tax rates and assessed valuation, including the annual PILOT Benefit abatement amount for each year of the PILOT benefit year and the sum total of PILOT Benefit abatement amount for the term of the PILOT as depicted in Section II(I) of the Application.

Percentage of Project Costs financed from Public Sector sources: Agency staff will calculate the percentage of Project Costs financed from Public Sector sources based upon Sources of Funds for Project Costs as depicted above in Section II(I) of the Application.

J) For the proposed facility, please indicate the square footage for each of the uses outlined below:

*If company is paying for FFE for tenants, please include in cost breakdown

	Square Footage	Cost	% of Total Cost of Project
Manufacturing/Processing			
Warehouse			
Research & Development			
Commercial			
Retail (see section K)			
Office			
Specify Other			

K) What is your project timetable (Provide dates):

1. Start date: acquisition of equipment or construction of facilities: Q3, 2021 (Construction Start)
2. Estimated completion date of project: Q2, 2022 (Final Completion)
3. Project occupancy – estimated starting date of operations: Q4, 2021 (Commercial Operations)
4. Have construction contracts been signed? ☐ Yes or ☒ No
5. Has Financing been finalized? ☐ Yes or ☒ No

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

**** If constructions contracts have been signed, please provide copies of executed construction contracts and a complete project budget. The complete project budget should include all related construction costs totaling the amount of the new building construction, and/or new building addition(s), and/or renovation.L)** Is the proposed Project necessary to expand Applicant employment: ☐ Yes or ☒ No

Is the proposed Project necessary to retain existing employment: ☐ Yes or ☒ No

M) Employment Plan (Specific to the proposed project location):

	Current # of jobs at proposed project location or to be relocated at project location	IF FINANCIAL ASSISTANCE IS GRANTED – project the number of FTE jobs to be RETAINED	IF FINANCIAL ASSISTANCE IS GRANTED – project the number of FTE jobs to be CREATED upon THREE Years after Project completion
**Full time (FTE)	0		

**** By statute, Agency staff must project the number of FTE jobs that would be retained and created if the request for Financial Assistance is granted. Agency staff will project such jobs over the THREE-Year time period following Project completion. convert part-time jobs into FTE jobs by dividing the number of part-time jobs by two (2). A FTE job is one that works the equivalent of a 40-hour week for 48 weeks. A part-time job is one that works the equivalent of a 20-hour week for 24 weeks.**

Salary and Fringe Benefits for Jobs to be Retained and Created:

Category of Jobs to be Retained and Created	FTE	Average Salary or Range of Salary	Average Fringe Benefits or Range of Fringe Benefits
Management			
Professional			
Administrative			
Production			
Transportation/Logistics			
Warehousing			
Other			
TOTAL			

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Employment at other locations in County/City/Town/Village: (provide address and number of employees at each location):

Location Address		
Full time		
Part Time		
Total		

N) Will any of the facilities described above be closed or subject to reduced activity? ☐ Yes or ☐ No

**** If any of the facilities described above are located within the State of New York, and you answered Yes to the question, above, you must complete Section IV of this Application.**

**** Please note that the Agency may utilize the foregoing employment projections, among other items, to determine the Financial Assistance that will be offered by the Agency to the Applicant. The Applicant acknowledges that the transaction documents may include a covenant by the Applicant to retain the number of jobs and create the number of jobs with respect to the Project as set forth in this Application.**

O) Is the proposed Project reasonably necessary to prevent the Applicant from moving out of New York State? ☐ Yes or ☒ No. Out of Jefferson County? ☐ Yes or ☒ No.

If yes, please explain and identify the other locations being investigated, type of assistance offered and provide supporting documentation if available: _____

P) What competitive factors led you to inquire about sites outside of Jefferson County or New York State? _____

Q) Have you contacted or been contacted by other Local, State and/or Federal Economic Development Agencies? ☐ Yes or ☒ No.

Have you applied, or intend to apply for additional Grant Funding, or tax incentives? ☒ Yes or ☐ No.

If yes, please identify which agencies and what other Local, State and/or Federal assistance and the assistance sought and dollar amount that is anticipated to be received: NYSERDA, \$2,252,897

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Section III Retail Questionnaire

To ensure compliance with Section 862 of the New York General Municipal Law, the Agency requires additional information if the proposed Project is one where customers personally visit the Project site to undertake either a retail sale transaction or to purchase services.

Please answer the following:

- A. Will any portion of the Project (including that portion of the cost to be financed from equity or other sources) consist of facilities or property that are or will be primarily used in making sales of goods or services to customers who personally visit the project site?

☐ Yes or ☐ No. If the answer is yes, please continue. If no, proceed to section V

For purposes of Question A, the term "retail sales" means (i) sales by a registered vendor under Article 28 of the Tax Law of the State of New York (the "Tax Law") primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law), or (ii) sales of a service to customers who personally visit the Project.

- B. What percentage of the cost of the Project will be expended on such facilities or property primarily used in making sales of goods or services to customers who personally visit the project? _____%. If the answer is less than 33% do not complete the remainder of the retail determination and proceed to section V.

If the answer to A is Yes AND the answer to Question B is greater than 33.33%, indicate which of the following questions below apply to the project:

1. Will the Project be operated by a not-for-profit corporation ☐ Yes or ☐ No.

2. Is the Project location or facility likely to attract a significant number of visitors from outside the economic development region (list specific County or ED region) in which the project will be located?
☐ Yes or ☐ No

If yes, please provide a third party market analysis or other documentation supporting your response.

3. Is the predominant purpose of the Project to make available goods or services which would not, but for the Project, be reasonably accessible to the residents of the municipality within which the proposed Project would be located because of a lack of reasonably accessible retail trade facilities offering such goods or services?

☐ Yes or ☐ No

If yes, please provide a third party market analysis or other documentation supporting your response.

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

4. Will the Project preserve permanent, private sector jobs or increase the overall number of permanent, private sector jobs in the State of New York?

☐ Yes or ☐ No.

If yes, explain _____

5. Is the Project located in a Highly Distressed Area? ☐ Yes or ☐ No

Section IV Inter-Municipal Move Determination

The Agency is required by State law to make a determination that, if completion of a Project benefiting from Agency Financial Assistance results in the removal of an industrial or manufacturing plant of the Applicant from one area of New York State to another area of the State; or in the abandonment of one or more plants or facilities of the Applicant located within the New York State, Agency Financial Assistance is required to prevent the Applicant from relocating out of the New York State, or is reasonably necessary to preserve the Applicant's competitive position in its respective industry.

Explain how the Agency's Financial Assistance is required to prevent the Project from relocating out of New York State, or is reasonably necessary to preserve the Project occupant's competitive position in its respective industry: _____

Section V Adaptive Reuse Determination

(Adaptive Reuse is the process of adapting old structures or sites for new purposes)

Are you applying for a tax incentive under the Adaptive Reuse Program? ☐ Yes or ☐ No

If No, please proceed to next Section

- A) What is the age of the structure (in years) _____
- B) Has the structure been vacant or underutilized for a minimum of 3 years? (Underutilized is defined as a minimum of 50% of the rentable square footage of the structure being utilized for a use for which the structure was not designed or intended) ☐ Yes or ☐ No. How many years? _____
- C) Is the structure currently generating insignificant income? (Insignificant income is defined as income that is 50% or less than the market rate income average for that property class) ☐ Yes or ☐ No
If yes, please provide dollar amount of income being generated, if any _____

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

- D) Does the site have historical significance? ☐ Yes or ☐ No
- E) Are you applying for either State/Federal Historical Tax Credit Programs? ☐ Yes or ☐ No. If yes, provide estimated value of tax credits _____
- F) Summarize the financial obstacles to development that this project faces without Agency or other public assistance. Please provide the Agency with documentation to support the financial obstacles to development (you will be asked to provide cash flow projections, documenting costs, expenses and revenues with and without IDA and other tax credits included indicating below average return on investment rates compared to regional industry averages): _____

- G) Briefly summarize the demonstrated support that you intend to receive from local government entities. Please provide the Agency documentation of this support in the form of signed letters from these entities:

- H) Please indicate other factors that you would like the Agency to consider such as: structure or site presents significant public safety hazard and or environmental remediation costs, site or structure is located in distressed census tract, structure presents significant costs associated with building code compliance, site has historical significance, site or structure is presently delinquent in property tax payments:

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

**Section VI: Estimate of Real Property Tax Abatement Benefits and Percentage of Project Costs
financed from Public Sector sources**

**** Section V of this Application will be: (i) completed by IDA Staff based upon information contained within the Application, and (ii) provided to the Applicant for ultimate inclusion as part of this completed Application.**

PILOT Estimate Table Worksheet

Dollar Value of New Construction and Renovation Costs	Estimated New Assessed Value of Property Subject to IDA*	County Tax Rate/1000	Local Tax Rate (Town/City/Village)/1000	School Tax Rate/1000

*Apply equalization rate to value

PILOT Year	% Payment	County PILOT Amount	Local PILOT Amount	School PILOT Amount	Total PILOT	Full Tax Payment w/o PILOT	Net Exemption
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
TOTAL							

***Estimates provided are based on current property tax rates and assessment values**

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

Percentage of Project Costs financed from Public Sector Table Worksheet:

Total Project Cost	Estimated Value of PILOT	Estimated Value of Sales Tax Incentive	Estimated Value of Mortgage Tax Incentive	Total of Other Public Incentives (Tax Credits, Grants, ESD Incentives, etc.)

Calculate %

(Est. PILOT + Est. Sales Tax+ Est. Mortgage Tax+ Other)/Total Project Costs: _____%

JCIDA will also complete a Cost-Benefit analysis using information contained within this Application, and available to the Public.

Section VII Representations, Certifications and Indemnification

**** This Section of the Application can only be completed upon the Applicant receiving, and must be completed after the Applicant receives, JCIDA Staff confirmation that Section I through Section V of the Application are complete.**

Michael Smith _____ (name of CEO or other authorized representative of Applicant) confirms and says that he/she is the CEO _____ (title) of 18144 Game Farm, LLC _____ (name of corporation or other entity) named in the attached Application (the "Applicant"), that he/she has read the foregoing Application and knows the contents thereof, and hereby represents, understands, and otherwise agrees with the Agency and as follows:

- A. Job Listings: In accordance with Section 858-b(2) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State Department of Labor Community Services Division (the "DOL") and with the administrative entity (collectively with the DOL, the "JTPA Entities") of the service delivery area created by the federal job training partnership act (Public Law 97-300) ("JTPA") in which the Project is located.
- B. First Consideration for Employment: In accordance with Section 858-b(2) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, where practicable, the Applicant will first consider persons eligible to participate

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

in JTPA programs who shall be referred by the JTPA Entities for new employment opportunities created as a result of the Project.

- C. Annual Sales Tax Filings: In accordance with Section 874(8) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any sales tax exemptions as part of the Financial Assistance from the Agency, in accordance with Section 874(8) of the General Municipal Law, the Applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the Applicant and all consultants or subcontractors retained by the Applicant. Copies of all filings shall be provided to the Agency.
- D. Employment Reports: The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the Agency, at least annually or as otherwise required by the Agency, reports regarding the number of people employed at the project site, salary levels, contractor utilization and such other information (collectively, "Employment Reports") that may be required from time to time on such appropriate forms as designated by the Agency. Failure to provide Employment Reports within 30 days of an Agency request shall be an Event of Default under the PILOT Agreement between the Agency and Applicant and, if applicable, an Event of Default under the Agent Agreement between the Agency and Applicant. In addition, a Notice of Failure to provide the Agency with an Employment Report may be reported to Agency board members, said report being an agenda item subject to the Open Meetings Law.
- E. The Applicant acknowledges that certain environmental representations will be required at closing. The Applicant shall provide with this Representation, Certification and Indemnification Form copies of any known environmental reports, including any existing Phase I Environmental Site Assessment Report(s) and/or Phase II Environmental Investigations. The Agency may require the Company and/or owner of the premises to prepare and submit an environmental assessment and audit report, including but not necessarily limited to, a Phase I Environmental Site Assessment Report and a Phase II Environmental Investigation, with respect to the Premises at the sole cost and expense of the owner and/or the Applicant. All environmental assessment and audit reports shall be completed in accordance with ASTM Standard Practice E1527-05, and shall be conformed over to the Agency so that the Agency is authorized to use and rely on the reports. The Agency, however, does not adopt, ratify, confirm or assume any representation made within reports required herein.
- F. The Applicant and/or the owner, and their successors and assigns, hereby release, defend and indemnify the Agency from any and all suits, causes of action, litigations, damages, losses, liabilities, obligations, penalties, claims, demands, judgments, costs, disbursements, fees or expenses of any kind or nature whatsoever (including, without limitation, attorneys', consultants' and experts' fees) which may at any time be imposed upon, incurred by or asserted or awarded against the Agency, resulting from or arising out of any inquiries and/or environmental assessments, investigations and audits performed on behalf of the Applicant and/or the owner pursuant hereto, including the scope, level of detail, contents or accuracy of any environmental assessment, audit, inspection or investigation report completed hereunder and/or the selection of the environmental consultant, engineer or other qualified person to perform such assessments, investigations, and audits.

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

- G. **Hold Harmless Provision:** The Applicant acknowledges and agrees that the Applicant shall be and is responsible for all costs of the Agency incurred in connection with any actions required to be taken by the Agency in furtherance of the Application including the Agency's costs of general counsel and/or the Agency's bond/transaction counsel whether or not the Application, the proposed Project it describes, the attendant negotiations, or the issue of bonds or other transaction or agreement are ultimately ever carried to successful conclusion and agrees that the Agency shall not be liable for and agrees to indemnify, defend, and hold the Agency harmless from and against any and all liability arising from or expense incurred by: (i) the Agency's examination and processing of, and action pursuant to or upon, the Application, regardless of whether or not the Application or the proposed Project described herein or the tax exemptions and other assistance requested herein are favorably acted upon by the Agency; (ii) the Agency's acquisition, construction and/or installation of the proposed Project described herein; and (iii) any further action taken by the Agency with respect to the proposed Project including, without limiting the generality of the foregoing, all causes of action and attorney's fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. Applicant hereby understands and agrees, in accordance with Section 875(3) of the New York General Municipal Law and the policies of the Agency that any New York State and local sales and use tax exemption claimed by the Applicant and approved by the Agency, any mortgage recording tax exemption claimed by the Applicant and approved by the Agency, and/or any real property tax abatement claimed by the Applicant and approved by the Agency, in connection with the Project, may be subject to recapture and/or termination by the Agency under such terms and conditions as will be established by the Agency and set forth in transaction documents to be entered into by and between the Agency and the Applicant. The Applicant further represents and warrants that the information contained in this Application, including without limitation information regarding the amount of the New York State and local sales and use tax exemption benefit, the amount of the mortgage recording tax exemption benefit, and the amount of the real property tax abatement, if and as applicable, to the best of the Applicant's knowledge, is true, accurate and complete.
- H. This obligation includes an obligation to submit an Agency Fee Payment to the Agency in accordance with the Agency Fee policy effective as of the date of this Application
- I. By executing and submitting this Application, the Applicant covenants and agrees to pay the following fees to the Agency and the Agency's general counsel and/or the Agency's bond/transaction counsel, the same to be paid at the times indicated:
- (i) a non-refundable \$^{2,500} application and publication fee (the "Application Fee");
 - (ii) a \$_____ expense deposit for the Agency's Counsel Fee Deposit. .
 - (iii) Unless otherwise agreed to by the Agency, an amount equal to two percent (2____%) of the total project costs.
 - (iv) All fees, costs and expenses incurred by the Agency for (1) legal services, including but not limited to those provided by the Agency's general counsel and/or the Agency's bond/transaction counsel, thus note that the Applicant is entitled to receive a written estimate of fees and costs of the Agency's general counsel and the Agency's bond/transaction counsel; and (2) other consultants retained by the Agency in connection with the proposed project, with all such charges to be paid by the Applicant at the closing.

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

- J. If the Applicant fails to conclude or consummate the necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable proper or requested action, or withdraws, abandons, cancels, or neglects the Application, or if the Applicant is unable to find buyers willing to purchase the bond issue requested, or if the Applicant is unable to facilitate the sale/leaseback or lease/leaseback transaction, then, upon the presentation of an invoice, Applicant shall pay to the Agency, its agents, or assigns all actual costs incurred by the Agency in furtherance of the Application, up to that date and time, including but not necessarily limited to, fees of the Agency's general counsel and/or the Agency's bond/transaction counsel.
- K. The Applicant acknowledges and agrees that all payment liabilities to the Agency and the Agency's general counsel and/or the Agency's bond and/or transaction counsel as expressed in Sections H and I are obligations that are not dependent on final documentation of the transaction contemplated by this Application.
- L. The cost incurred by the Agency and paid by the Applicant, the Agency's general counsel and/or bond/transaction counsel fees and the processing fees, may be considered as a cost of the Project and included in the financing of costs of the proposed Project, except as limited by the applicable provisions of the Internal Revenue Code with respect to tax-exempt bond financing.
- M. The Applicant acknowledges that the Agency is subject to New York State's Freedom of Information Law (FOIL). **Applicant understands that all Project information and records related to this application are potentially subject to disclosure under FOIL subject to limited statutory exclusions.**
- N. The Applicant acknowledges that it has been provided with a copy of the Agency's Policy for Termination of Agency Benefits and Recapture of Agency Benefits Previously Granted (the "Termination and Recapture Policy"). The Applicant covenants and agrees that it fully understands that the Termination and Recapture Policy is applicable to the Project that is the subject of this Application, and that the Agency will implement the Termination and Recapture Policy if and when it is so required to do so. The Applicant further covenants and agrees that its Project is potentially subject to termination of Agency financial assistance and/or recapture of Agency financial assistance so provided and/or previously granted.
- O. The Applicant understands and agrees that the provisions of Section 862(1) of the New York General Municipal Law, as provided below, will not be violated if Financial Assistance is provided for the proposed Project:

§ 862. Restrictions on funds of the agency. (1) No funds of the agency shall be used in respect of any project if the completion thereof would result in the removal of an industrial or manufacturing plant of the project occupant from one area of the state to another area of the state or in the abandonment of one or more plants or facilities of the project occupant located within the state, provided, however, that neither restriction shall apply if the agency shall determine on the basis of the application before it that the project is reasonably necessary to discourage the project occupant from removing such other plant or facility to a location outside the state or is reasonably necessary to preserve the competitive position of the project occupant in its respective industry.

Revised Date: _____, Revision #: _____

Document Date: 2/2/2021

- P. The Applicant confirms and acknowledges that the owner, occupant, or operator receiving Financial Assistance for the proposed Project is in substantial compliance with applicable local, state and federal tax, worker protection and environmental laws, rules and regulations.
- Q. The Applicant confirms and acknowledges that the submission of any knowingly false or knowingly misleading information may lead to the immediate termination of any Financial Assistance and the reimbursement of an amount equal to all or part of any tax exemption claimed by reason of the Agency's involvement the Project.
- R. The Applicant confirms and hereby acknowledges that as of the date of this Application, the Applicant is in substantial compliance with all provisions of Article 18-A of the New York General Municipal Law, including, but not limited to, the provision of Section 859-a and Section 862(1) of the New York General Municipal Law.
- S. The Applicant and the individual executing this Application on behalf of Applicant acknowledge that the Agency and its counsel will rely on the representations and covenants made in this Application when acting hereon and hereby represents that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

STATE OF Maryland
COUNTY OF JEFFERSON) ss.:
Baltimore City

Michael Smith, being first duly sworn, deposes and says:

1. That I am the President (Corporate Office) of NY 18144 Game Farm, LLC (Applicant) and that I am duly authorized on behalf of the Applicant to bind the Applicant.
2. That I have read the attached Application, I know the contents thereof, and that to the best of my knowledge and belief, this Application and the contents of this Application are true, accurate and complete.

[Signature]
(Signature of Officer)

Subscribed and affirmed to me under penalties of perjury
this 20 day of April, 2021

[Signature]
(Notary Public)



Revised Date: _____, Revision #: _____

ADDENDUM

Section II, Part B:

Project Description

The proposed solar installation will be located primarily in the southeast corner of the subject property, near NYS Route 12E and Butts Road. The photovoltaic solar panels (PV Modules) will be arranged in an east-west axis in order to take advantage of maximum sunlight exposure. The array, which will have a nominal and maximum AC output of 5.00 MW, will occupy approximately 19 acres of the total area of the property. Since the array will be located within a ploughed field, there will be minimal vegetative clearing required to accommodate the panels. In addition to the PV panels, the development will also include four (4) transformers that will be placed on 6-inch concrete pads and located along the western edge of the array. A vegetative planting strip will be established between the array and the property to the south in order to provide adequate visual screening.

BARCLAY DAMON ^{LLP}

Joseph W. Russell
Partner

September 3, 2020

Thomas Voss (thomas.voss@dec.ny.gov)
NYS Department of Conservation
Dulles State Office Building
317 Washington Street
Watertown, NY 13601

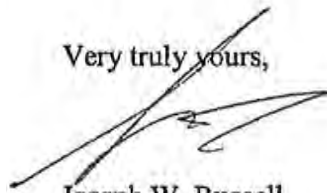
Re: Town of Brownville Planning Board Solar Project
Notice of Completion of SEQRA
Jefferson County, New York

Dear Mr. Voss:

Pursuant to the State Environmental Quality Review Act ("SEQRA") (6 NYCRR Part 617), please be advised that the Town of Brownville Planning Board has completed the SEQRA process and passed a Negative Declaration for the proposed Solar Project ("Project") on August 31, 2020. A copy of the Negative Declaration and resolution is enclosed and is in the process of being published in the Environmental News Bulletin. Please advise of any questions or comments you may have.

Thank you.

Very truly yours,



Joseph W. Russell

JWR: dec
Enclosures

cc: Town of Brownville Planning Board
Dan Csaplar, Consultant

BARCLAY DAMON ^{LLP}

Joseph W. Russell
Partner

September 3, 2020

Nancy Herter (Nancy.Herter@parks.ny.gov)
NYS Office of Parks, Recreation and Historic Preservation
Peebles Island
PO Box 189
Waterford, NY

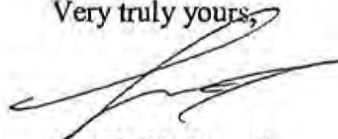
Re: Town of Brownville Planning Board Solar Project
Notice of Completion of SEQRA
Jefferson County, New York

Dear Ms. Harter:

Pursuant to the State Environmental Quality Review Act ("SEQRA") (6 NYCRR Part 617), please be advised that the Town of Brownville Planning Board has completed the SEQRA process and passed a Negative Declaration for the proposed Solar Project ("Project") on August 31, 2020. A copy of the Negative Declaration and resolution is enclosed and is in the process of being published in the Environmental News Bulletin. Please advise of any questions or comments you may have.

Thank you.

Very truly yours,



Joseph W. Russell

JWR: dec
Enclosures

cc: Town of Brownville Planning Board
Dan Csaplar, Consultant

BARCLAY DAMON ^{LLP}

Joseph W. Russell
Partner

September 3, 2020

Thomas Compo (thomas.compo@dot.ny.gov)
NYS Department of Transportation
Dulles State Office Building
317 Washington Street
Watertown, NY 13601

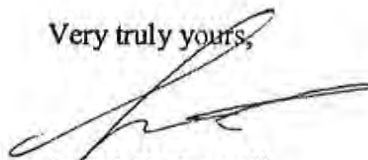
Re: Town of Brownville Planning Board Solar Project
Notice of Completion of SEQRA
Jefferson County, New York

Dear Mr. Compo:

Pursuant to the State Environmental Quality Review Act ("SEQRA") (6 NYCRR Part 617), please be advised that the Town of Brownville Planning Board has completed the SEQRA process and passed a Negative Declaration for the proposed Solar Project ("Project") on August 31, 2020. A copy of the Negative Declaration and resolution is enclosed and is in the process of being published in the Environmental News Bulletin. Please advise of any questions or comments you may have.

Thank you.

Very truly yours,



Joseph W. Russell

JWR: dec

Enclosures

cc: Town of Brownville Planning Board
Dan Csaplar, Consultant

BARCLAY DAMON LLP

Joseph W. Russell
Partner

September 3, 2020

NYSERDA
17 Columbia Circle
Albany, NY 12203-6399

Re: Town of Brownville Planning Board Solar Project
Notice of Completion of SEQRA
Jefferson County, New York

Dear Sir/Madam:

Pursuant to the State Environmental Quality Review Act ("SEQRA") (6 NYCRR Part 617), please be advised that the Town of Brownville Planning Board has completed the SEQRA process and passed a Negative Declaration for the proposed Solar Project ("Project") on August 31, 2020. A copy of the Negative Declaration and resolution is enclosed and is in the process of being published in the Environmental News Bulletin. Please advise of any questions or comments you may have.

Thank you.

Very truly yours,



Joseph W. Russell

JWR: dec
Enclosures

cc: Town of Brownville Planning Board
Dan Csaplar, Consultant

BARCLAY DAMON^{LLP}

Joseph W. Russell
Partner

September 3, 2020

Jefferson County Industrial Development Agency
800 Starbuck Avenue, STE 800
Watertown, NY 13601

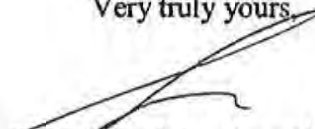
Re: Town of Brownville Planning Board Solar Project
Notice of Completion of SEQRA
Jefferson County, New York

Dear Sir/Madam:

Pursuant to the State Environmental Quality Review Act ("SEQRA") (6 NYCRR Part 617), please be advised that the Town of Brownville Planning Board has completed the SEQRA process and passed a Negative Declaration for the proposed Solar Project ("Project") on August 31, 2020. A copy of the Negative Declaration and resolution is enclosed and is in the process of being published in the Environmental News Bulletin. Please advise of any questions or comments you may have.

Thank you.

Very truly yours,



Joseph W. Russell

JWR: dec
Enclosures

cc: Town of Brownville Planning Board
Dan Csaplar, Consultant

Full Environmental Assessment Form
Part 2 - Identification of Potential Project Impacts

Agency Use Only (If applicable)

Project: _____
 Date: _____

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency and the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer "Yes" to a numbered question, please complete all the questions that follow in that section.
- If you answer "No" to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box "Moderate to large impact may occur."
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the "whole action".
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) If "Yes", answer questions a - j. If "No", move on to Section 2. ☐ NO ☒ YES			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	☒	☐
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	☒	☐
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	☒	☐
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	☒	☐
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	☒	☐
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	☒	☐
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	☒	☐
h. Other impacts: _____		☒	☐

2. Impact on Geological Features

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

If "Yes", answer questions a - c. If "No", move on to Section 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____	E2g	☐	☐
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	☐	☐
c. Other impacts: _____		☐	☐

3. Impacts on Surface Water

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☒ NO☐ YES

If "Yes", answer questions a - l. If "No", move on to Section 4.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	☐	☐
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	☐	☐
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	☐	☐
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	☐	☐
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	☐	☐
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	☐	☐
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	☐	☐
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	☐	☐
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	☐	☐
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	☐	☐
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	☐	☐

I. Other impacts: _____		☐	☐
-------------------------	--	--------------------------	--------------------------

4. Impact on groundwater The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>	☒ NO	☐ YES
---	--	------------------------------

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	☐	☐
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	☐	☐
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	☐	☐
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	☐	☐
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	☐	☐
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	☐	☐
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	☐	☐
h. Other impacts: _____		☐	☐

5. Impact on Flooding The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>	☒ NO	☐ YES
---	--	------------------------------

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	☐	☐
b. The proposed action may result in development within a 100 year floodplain.	E2j	☐	☐
c. The proposed action may result in development within a 500 year floodplain.	E2k	☐	☐
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	☐	☐
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	☐	☐
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	☐	☐

g. Other impacts: _____		☐	☐
-------------------------	--	--------------------------	--------------------------

6. Impacts on Air

The proposed action may include a state regulated air emission source.

(See Part 1. D.2.f., D.2.h, D.2.g)

If "Yes", answer questions a - f. If "No", move on to Section 7.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO ₂) ii. More than 3.5 tons/year of nitrous oxide (N ₂ O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF ₆) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochlorofluorocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	☐	☐
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	☐	☐
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	☐	☐
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	☐	☐
f. Other impacts: _____		☐	☐

7. Impact on Plants and Animals

The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.)

If "Yes", answer questions a - j. If "No", move on to Section 8.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	☐	☐
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	☐	☐
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	☐	☐
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	☐	☐

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	☐	☐
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	☐	☐
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	☐	☐
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	☐	☐
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	☐	☐
j. Other impacts: _____		☐	☐

8. Impact on Agricultural Resources

The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.)

☒ NO

☐ YES

If "Yes", answer questions a - h. If "No", move on to Section 9.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	☐	☐
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	☐	☐
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	☐	☐
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	☐	☐
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	☐	☐
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	☐	☐
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	☐	☐
h. Other impacts: _____		☐	☐

9. Impact on Aesthetic Resources The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	☐	☐
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	☐	☐
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (c.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	☐ ☐	☐ ☐
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	☐ ☐	☐ ☐
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	☐	☐
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	☐	☐
g. Other impacts: _____		☐	☐

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on or has been nominated by the NYS Board of Historic Preservation for inclusion on the State or National Register of Historic Places.	E3e	☐	☐
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	☐	☐
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	☐	☐

d. Other impacts: _____		☐	☐
If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	☐	☐
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	☐	☐
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	☐	☐

11. Impact on Open Space and Recreation

The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan.

(See Part 1. C.2.c, E.1.c., E.2.q.)

If "Yes", answer questions a - e. If "No", go to Section 12.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b, E2h, E2m, E2o, E2n, E2p	☐	☐
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	☐	☐
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c, E1c, E2q	☐	☐
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	☐	☐
e. Other impacts: _____		☐	☐

12. Impact on Critical Environmental Areas

The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d)

If "Yes", answer questions a - c. If "No", go to Section 13.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
c. Other impacts: _____		☐	☐

13. Impact on Transportation

The proposed action may result in a change to existing transportation systems.
(See Part I. D.2.j)

☒ NO

☐ YES

If "Yes", answer questions a - f. If "No", go to Section 14.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	☐	☐
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	☐	☐
c. The proposed action will degrade existing transit access.	D2j	☐	☐
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	☐	☐
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	☐	☐
f. Other impacts: _____		☐	☐

14. Impact on Energy

The proposed action may cause an increase in the use of any form of energy.
(See Part I. D.2.k)

☒ NO

☐ YES

If "Yes", answer questions a - e. If "No", go to Section 15.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	☐	☐
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	☐	☐
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	☐	☐
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	☐	☐
e. Other Impacts: _____		☐	☐

15. Impact on Noise, Odor, and Light

The proposed action may result in an increase in noise, odors, or outdoor lighting.
(See Part I. D.2.m., n., and o.)

☒ NO

☐ YES

If "Yes", answer questions a - f. If "No", go to Section 16.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	☐	☐
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	☐	☐
c. The proposed action may result in routine odors for more than one hour per day.	D2o	☐	☐

d. The proposed action may result in light shining onto adjoining properties.	D2n	☐	☐
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	☐	☐
f. Other impacts: _____		☐	☐

16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part I.D.2.q., E.1. d. f. g. and h.)

☒ NO

☐ YES

If "Yes", answer questions a - m. If "No", go to Section 17.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	☐	☐
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	☐	☐
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	☐	☐
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	☐	☐
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	☐	☐
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	☐	☐
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	☐	☐
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	☐	☐
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	☐	☐
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	☐	☐
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	☐	☐
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	☐	☐
m. Other impacts: _____		☐	☐

17. Consistency with Community Plans The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If "Yes", answer questions a - h. If "No", go to Section 18.</i>		☒ NO ☐ YES	
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	☐	☐
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	☐	☐
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	☐	☐
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	☐	☐
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	☐	☐
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	☐	☐
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	☐	☐
h. Other: _____		☐	☐

18. Consistency with Community Character The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If "Yes", answer questions a - g. If "No", proceed to Part 3.</i>		☒ NO ☐ YES	
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	☐	☐
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	☐	☐
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	☐	☐
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	☐	☐
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	☐	☐
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	☐	☐
g. Other impacts: _____		☐	☐

PRINT FULL FORM

Full Environmental Assessment Form
Part 3 - Evaluation of the Magnitude and Importance of Project Impacts
and
Determination of Significance

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☐ Part 1 ☐ Part 2 ☐ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the _____ as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: *5.0 MW ground-mounted solar array*

Name of Lead Agency: *Town of Brownville Planning Board*

Name of Responsible Officer in Lead Agency: *Gary Beasley*

Title of Responsible Officer: *Chair*

Signature of Responsible Officer in Lead Agency: *[Signature]*

Date: *8/31/2020*

Signature of Preparer (if different from Responsible Officer)

Date:

For Further Information:

Contact Person:

Address:

Telephone Number:

E-mail:

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

PRINT FULL FORM

Page 2 of 2



TOWN OF BROWNVILLE
16431 Star School House Road
Dexter, NY 13634

September 21, 2020

Sky Solar Holdings, Ltd.

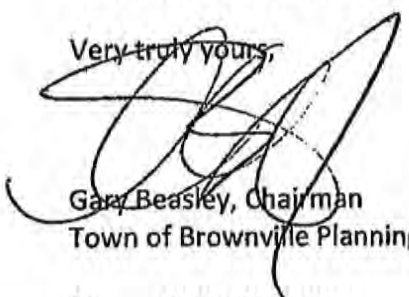
Re: Site Plan and Special Use Permit Application
Brownville Solar Array Project
18144 Game Farm Road, Brownville, New York

Dear Sir/Madam:

This letter is to inform you that at its meeting of September 14, 2020, the Town of Brownville Planning Board unanimously (4 – 0) approved the Site Plan and Special Use Permit with the conditions provided by the Department of Transportation and the Development Authority of the North Country relative to the construction standards, copies enclosed. A copy of the minutes are also enclosed.

Please advise if you require anything additional.

Very truly yours,


Gary Beasley, Chairman
Town of Brownville Planning Board

Cc: Town Attorney
Dan Csaplar, Consultant

Enclosures

TOWN OF BROWNVILLE
PLANNING BOARD MEETING
SPECIAL MEETING

AUG.31, 2020 5:00 PM
TOWN OFFICE, LIMERICK, NY

PRESENT: Gary Beasley, Ron McGregor, Mike Parks, Norm Peckham, Atty. Russell
and June McCartin

ABSENT: Tim Cerow and Mark Kellar

MINUTES: Minutes not available.

CORRESP. None

PUBLIC HEARING:

1. None

UNFINISHED

BUSINESS: 1. Ecovue Solar Array

A special meeting was called to review a complete application for Ecovue Solar. The application, represented by Dan Csaplar, project manager, is complete with DANC approval to cross the DANC water line to access the property, an agreement with the Quencers to cross the Quencer property for access and all fees paid. Part I of the EAF is also complete.

The board, with Atty. Russell reviewed Part II and Part III of the EAF. With no impact regarding the EAF Ron McGregor motioned for a negative declaration and Mike Parks seconded the motion. Agreed by all. Ron McGregor motioned approval of the complete application and Mike Parks seconded the motion contingent on approval from DANC and DOT on completion of project as proposed. All agreed.

NEW BUSINESS:

1. None

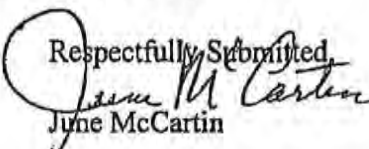
REPORTS: 1. NA

DISCUSSION: 1. NA

ADJOURNMENT:

Norm Peckham motioned adjournment at 5:28 PM and Ron McGregor seconded the motion. Agreed.

Next meeting scheduled for 9/14/ 2020 at 5:00 PM.

Respectfully Submitted,

June McCartin