City of Philadelphia
Department of Revenue

FOR DEPARTMENT USE ONLY
Application No. _____
Date Received _____ ___

2012 RENEWAL APPLICATION

FOR TAX CREDIT FOR CONTRIBUTION TO A COMMUNITY DEVELOPMENT CORPORATION OR NONPROFIT INTERMEDIARY

(SECTION 19-2604 OF THE PHILADELPHIA CODE)

DUE DATE OCTOBER 15, 2011

SECTION I

Applicant/Sponsor ☐ **Co-Sponsor** ☐

1. Applicant's Name

2. Address

3. Contact Person
4. Telephone Number & Email Address

5. Federal Employee Identification
6. BPT Account Number

7. Date of Annual Contribution To Community Development Corporation
8. Commencement Date

SECTION II

Community Development Corporation ☐ **Nonprofit Intermediary** ☐

1. Name of Community Development Corporation

2. Address

3. Contact Person and Title
4. Telephone Number & Email Address

5. Geographic Boundaries of Target Area
6. BPT Account Number

7. Federal Employee Identification Number
8. City Council District(s)

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SECTION III

Attachments

The following information must be submitted with this application:

1. Attach a narrative description that itemizes the activities and projects in the current year.
   For the Community Development Corporation (CDC) this shall include a listing of completed economic development projects that delineate the economic development benefits and project budgets. In addition, it should include specifically the areas of economic distress that were addressed with the tax credit funding. Particular attention should be given to job creation and retention, both full and part time. Also a brief description of any other funds that were directly leveraged as a result of the tax credit funding.
   For the Nonprofit Intermediary (NPI) this shall include a detailed description of the scope of work which the Nonprofit Intermediary has established a record of providing financial, technical, policy or related assistance to Community Development Corporations undertaking neighborhood economic development activities within Philadelphia.

2. Attach a budget that delineates how the tax credit funds in the current year were spent.

3. Attach a detailed description of the attributes which continue to make your community economically distressed.

4. Attach a detailed description of the scope of work, which will be completed with the tax credit funds, which address one or more of the issues identified in number three above, and which continue to make your community economically distressed.

5. Attach a budget that delineates how the tax credit funds will be spent in the coming year.

6. Attach an executed copy of the Qualifying Community Development Corporation's or the Nonprofit Intermediary's Certification of Compliance with all Federal, State, and City Laws, Ordinances, and Resolutions and Certification Of Non-Indebtedness to the City of Philadelphia.

7. Attach a current list of QCDC's or NPI board members.

SECTION IV

Certification: To be signed by an authorized company representative.

I hereby certify that all information contained in this document and attachments are true and correct to the best of my knowledge. If I knowingly make a false statement to obtain the tax credit for contribution to a community development corporation, I _____ _____, may be subject to criminal prosecution.

Company and Signer

Date: _____

Signature: _____

Print Name: _____

Representing: _____

Address _____

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GENERAL INSTRUCTIONS

A. **Who Must File**: In order to obtain the tax credit authorized under the Contribution To A Community Development Corporation or a Nonprofit Intermediary, business firms must submit this renewal application for approval.

B. **When to File**: Renewal Application must be filed on or before October 15th of each year with the City of Philadelphia, Department of Revenue.

C. **Signature and Mailing**: The application must be signed by an authorized officer of the applicant. The original and two (2) copies of the renewal application must be mailed to the Revenue Commissioner, Municipal Services Building, Room 630, 1401 John F. Kennedy Boulevard, Philadelphia, PA 19102.

D. **Claiming Tax Credit**: You will receive a copy of the approved **Renewal Application for Tax Credit to a Community Development Corporation or Nonprofit Intermediary**, attach a copy of the approved renewal application when filing your tax return with the City of Philadelphia, Department of Revenue. Mail to Technical Staff, Municipal Services Building, Room 630, 1401 John F Kennedy Blvd, Philadelphia, Pa 19102.

Section I

Item 1: Indicate exact name of business firm.

Item 2: Indicate address to which correspondence concerning this application is to be directed.

Item 3: Person to be contacted if additional information is needed.

Item 4: Telephone number and Email address of contact person.

Item 5: Indicate Federal Identification Number (EIN) assigned to the business.

Item 6: Indicate City of Philadelphia Business Privilege Tax Account Number assigned to the business.

Item 7: List the date or dates of the $100,000 Annual Contribution to the Community Development Corp or Nonprofit Intermediary.

Item 8: Indicate the commencement date that the business partner entered into the Community Development Tax Credit Program.

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Section II

Item 1: Indicate exact name of Community Development Corporation or Nonprofit Intermediary.

Item 2: Address of Community Development Corporation or Nonprofit Intermediary.

Item 3: Person to be contacted if additional information is needed.

Item 4: Telephone number & Email Address of contact person.

Item 5: Geographic location of project.

Item 6: Indicate City of Philadelphia Business Privilege Tax Account Number assigned to the business.

Item 7: Indicate Federal Identification Number (EIN) assigned to the Community Development Corporation or Nonprofit Intermediary.

Item 8: Indicate City Council District(s) of the Community Development Corporation or Nonprofit Intermediary

Section IV

This section certifies that the information provided in the application is true and correct to the best of the signer's knowledge. The signer must have the authority to bind the applicant to the terms and conditions of Section 19-2604 (6) of the Philadelphia Code and Section 501 of the Business Privilege Tax Regulations. False information may subject the signer and company to criminal prosecution.

NOTE: This application is for the participation in the program for calendar year 2012. The $100,000 contribution should be made to the CDC during the 2012 tax year and the 2012 credit will be taken as a credit on the 2012 BPT which is due April 15, 2013.

City of Philadelphia
Department of Revenue
Application Approval

FOR DEPARTMENT USE ONLY

Application No. _____

Name of Applicant _____

Department of Revenue

_____
Approving Authority

REVENUE COMMISSIONER

_____
Title

_____
Date

Commerce Department

_____
Approving Authority

_____
Title

_____
Date

QUALIFYING COMMUNITY DEVELOPMENT CORPORATION ("QCDC")/NONPROFIT INTERMEDIARY ("NPI")'S CERTIFICATION OF COMPLIANCE WITH ALL FEDERAL, STATE, AND CITY LAWS, ORDINANCES, AND RESOLUTIONS

AND

CERTIFICATION OF NON-INDEBTEDNESS TO THE CITY OF PHILADELPHIA

The QCDC/NPI hereby certifies and represents to the City of Philadelphia that the QCDC/NPI and the QCDC's/NPI's parent company(ies) and subsidiary(ies) are currently in compliance and shall remain in compliance with all Federal, State, and City laws, ordinances, and resolutions.

In addition, the QCDC/NPI hereby certifies and represents to the City of Philadelphia that the QCDC/NPI and the QCDC's/NPI's parent company(ies) and subsidiary(ies) are not currently indebted to the City for any delinquent taxes, and shall not at any time during the term of the Tax Credit Program be indebted to the City for or on account of any delinquent taxes (including, but not limited to, taxes collected by the City on behalf of the School District of Philadelphia), liens, judgment, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established.

If the QCDC/NPI or the QCDC's/NPI's parent company(ies) and subsidiary(ies) are determined to be in violation of said laws, ordinances, and regulations, the City may disqualify the QCDC/NPI from the Tax Credit Program.

_____
Name of QCDC/NPI

By: _____
Authorized Signatory

Title: _____
President or Vice President

_____
Print Name

Attest: _____
Secretary or Treasurer

_____
Print Name