

ECONOMIC DEVELOPMENT PROGRAM APPLICATION FOR FUNDS

Please Type or Print Clearly and Answer Each Question (If Question Does Not Apply – Mark N/A).

Please Note: The Information Contained in this portion of the document is Public Information and will **NOT** be Considered Confidential.

A. APPLICANT INFORMATION:

Name of Entity Applying for Assistance: Uneta Boutique

Business Address: 142 W 13th St Crete NE 68333
(City) (State) (Zip Code)

Contact Person: Valerie Cochran Telephone Number: 402-641-7591

Fax Number: N/A Email Address: unetaboutique@gmail.com

Federal Tax ID Number: _____

Type of Entity: ☐ Start-Up ☐ Buyout ☒ Existing

If Existing, Number of Years in Business in Crete: 4.5 years

Business Classification: (Please Choose One)

- | | | |
|---|---|---|
| ☒ Retail | ☐ Manufacturing | ☐ Research & Development |
| ☐ Headquarter | ☐ Telecommunications | ☐ Tourism |
| ☐ Warehouse/Distribution | ☐ Government | ☐ Other |

Business Type: (Please Choose One)

- | | | |
|--|--|--------------------------------------|
| ☒ Proprietorship | ☐ Corporation | ☐ Partnership |
| ☐ LLC | ☐ Governmental Entity | ☐ Other |

Does the Company have a Parent or Subsidiaries? ☐ Yes ☒ No

If Yes, Please List Name: _____

Address: _____
(City) (State) (Zip Code)

Ownership Identification: Please List all Officers, Directors, Partners, Owners, Co-owners and Stockholders.

Full Name	Title	Ownership Percentage
Valene Cochran	Owner	100%

Which type of assistance is the entity applying for?

☒ Grant ☐ Loan Guarantee If so, Lender? _____ ☐ Other

Explain: to help business expand

What is the general purpose of the request (must be an allowed LB840/Economic Dev. Plan Project)?

- ☐ New Development
 ☐ New Business Startup
 ☐ Building Renovation
 ☐ Public Works
☐ Professional/Employee Recruitment
 ☐ Promotion/Tourism
 ☐ Job Training
☐ Working Capital
 ☐ Low - Moderate Income Housing
 ☐ Workforce Housing
☐ Technology
 ☐ Plan Management
 ☐ Technical Assistance
 ☒ Equity Investment

Does the business qualify to receive any incentives from the State of Nebraska? ☐ Yes ☐ No ☒ DK

Has the business applied for any incentives from the State of Nebraska? ☐ Yes ☒ No

If yes, please explain: _____

Employee Information: (FTE = Full-Time Equivalent = 2,080 Hours/Per Year)

Number of Existing Full-Time Equivalent Employees: 1

Number of Full-Time Equivalent Positions to Be Created: 1

Will all of the Full-Time Equivalent Positions be Physically Located within the City of Crete, their Two- Mile Extraterritorial Jurisdiction or on Land Held in the Name of the City of Crete?

☒ Yes ☐ No

If no, please explain: _____

Does the Company Employ Any Seasonal Employees? ☐ Yes ☒ No

If Yes, How Many: _____

(Seasonal employees must work for at least three continuous months and the position must reoccur annually)

B. PROJECT INFORMATION:

Please provide a Brief Project Summary Description:

Uneta Boutique is seeking funding to purchase a commercial-grade embroidery machine to meet growing customer demand for personalized and custom-stitched apparel and accessories. As more customers request embroidery services, this investment will allow the boutique to fulfill these needs in-house, improving turnaround times, product quality, and overall customer satisfaction.

The addition of this equipment will not only enhance the boutique's offerings but also support the local economy by keeping production and revenue within the community.

The boutique plans to partner with the community to offer custom embroidery services, helping to strengthen community connections and promote the Creté area.

Use of Funds	Total Project Cost	Econ Dev Funds Requested
Land or Building Acquisition	\$	\$
Renovation/Rehabilitation	\$	\$
New Construction	\$	\$
Machinery / Equipment Acquisition	\$ 19,388.55	\$
Business / Employee Recruitment Activities	\$	\$
Technology Costs	\$	\$
Small Business Development	\$	\$
Working Capital (Includes Inventory)	\$	\$
Job Training	\$	\$
Other	\$	\$
Total Project Cost	\$ 0.00	
	Total LB840 Funds Requested:	\$ 0.00

C. FUNDING SOURCES AND EQUITY INJECTION:

If Borrowing, Name of Lender: _____

Loan Amount: _____ Loan Term (Years): _____

Amount Injected Into the Project by Business/Partners/Owners:

Other Funding Source(s) and Amount(s): _____

C. PROJECT LOCATION:

Within the Crete City Limits?	☒ Yes	☐ No
Within the Crete Two-Mile Jurisdiction?	☒ Yes	☐ No
Land Owned by the City of Crete?	☐ Yes	☒ No
Not Located in Crete but for area benefit?	☐ Yes	☒ No

If Not in City Jurisdiction, please explain local benefit:

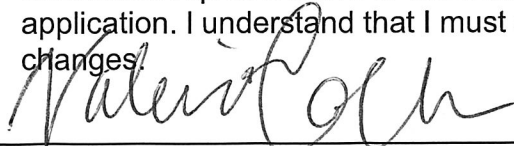
D. ATTACHMENTS: - Please Include the Attachments that Apply to Your Entity – **See checklist Page 5.**

Please Note: The Information provided pursuant to this Section **Will** be Deemed Confidential and will not be Available for Public Disclosure.

- Business Plan: Brief Description of the Business
- Resumes of all Owners/Co-Owners/Directors/Partners/Stockholders
- For Existing Businesses – Three (3) Yearly Financial Statements
- For Existing Businesses – Current Financial Statements (Less Than Sixty (60) Days Old)
- For Existing Businesses - List of Current Obligations (Include Company Names and Amounts)
- For Start-Up Businesses – Current Business Plan
- For Start-Up Businesses – Three Year Projections
- Tax Returns – Previous Three (3) Years – Personal Tax Returns May be Required for Proprietorship
- Letter from Lending Institution if applicable
- If a Corporation, LLC or Other Legal Entity - Copy of Organizational Documents (Articles, Bylaws)
- Please Note that Other Financial Documents May Be Required

E. APPLICANT SIGNATURE:

I certify that the information contained in this application and all attachments are correct to the best of my knowledge. By signing below, I authorize the City of Crete or their contracted representative to check my credit and the credit of all who are listed within this application. I understand that I must update my credit information if my financial situation changes.



Applicant's Signature

Date

Checklist for Local Economic Development Program Application

For a qualifying business to be considered for direct or indirect financial assistance under the Crete Local Economic Development Program an applicant must provide to the City Administrator or Program Administrator:

- ☒ A completed and signed application with all required support documents including, but not limited to:
 - ☒ A detailed description summary of the proposed project which clearly states what assistance the business is requesting from the program, including evidence that the project qualifies for assistance under the Local Option Municipal Economic Development Act and is consistent with the goals of the Crete Local Economic Development Program.
 - ☒ Use of Funds – Total project costs and financing requirement; include copies of any preliminary bids (if applicable/available).
 - ☒ A review of key management and employees and their experience as related to the proposed project.
- ☐ Start Up Business
 - ☐ Current Business Plan for the project and the company, including employment and financial projections;
 - ☐ Three (3) Years Financial Projections
 - ☐ Past three years personal tax returns
- ☒ Existing Business:
 - ☒ Most Current Business Plan
 - ☒ Three (3) Yearly Financial Statements: Profit & Loss Statements, Cash Flows and Income Statements covering the last three years of business operation, or if a new business, personal income statements.
 - ☒ List of Current Obligations (include company Names and Amounts)
 - ☒ Past three years personal tax returns
- ☐ Letter from Lending Institution(s) (if applicable): Evidence of private financing commitments for investors or lenders.
- ☐ If a Corporation, LLC or Other Legal Entity - Copy of Organizational Documents (Articles, ByLaws)
- ☐ Resume(s) of all owners/co-owners/directors/partners/stockholders: Necessary entity or personal financial information about the Applicant(s), including name, address, past experience, work history, and related information.
- ☐ Other information or financial documentation as requested.

Questions: Contact City Administrator, Tom Ourada, at 402-826-4313 or email tom.ourada@crete.ne.gov. **Return** application and supporting documentation to City Administrator, at City Hall, 243 E. 13th Street, Crete, NE 68333

Valerie Cochnar

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Crete, NE 68333
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Current Business Plan for Uneta Boutique**1. Executive Summary**

Uneta Boutique is a small, growing business specializing in custom heat-press apparel, including t-shirts, sweatshirts, hats, and accessories. We cater to local customers, small businesses, events, and online buyers who want unique, personalized products.

To meet increasing customer demand for premium customization, we plan to acquire an embroidery machine. This expansion will allow us to increase product offerings and serve new customers.

2. Business Overview

- Current Operations:
 - Heat-press custom apparel and accessories
 - Small-run custom orders for local events, schools, and businesses
 - Online, pop-up event, and brick & mortar apparel and accessories sales
- Expansion Plan:
 - Acquire a commercial embroidery machine (multi-needle preferred)
 - Offer embroidery services on hats, polos, jackets, towels, bags, and more
 - Create custom logo embroidery for small businesses, sports teams, and special events

3. Market Analysis

- Target Market:
 - Existing customers who want to expand their custom needs
 - Small businesses needing branded workwear or promotional items
 - Sports teams and schools needing embroidered uniforms and spiritwear
 - Gift buyers looking for personalized, high-end embroidered items
 - Market Trends:
 - Strong demand for personalization and long-lasting products
 - Local businesses often prefer local vendors over online mass-producers for custom work
 - Competitive Advantage:
 - Already established customer base
 - Fast turnaround and local service
 - Ability to combine heat press and embroidery for unique, multi-texture designs
-

4. Products and Services

- Heat-press custom apparel and accessories
- Embroidery on apparel: hats, polos, jackets, uniforms
- Custom monograms on towels, bags, robes, etc.
- Logo digitization services (prepare client logos for embroidery)
- Combined heat press + embroidery designs (unique layered customization)

5. Marketing and Sales Plan

- Announce new embroidery services via social media, email lists, and in-store signage
 - Offer special launch promotions or discounted embroidery on first orders
 - Develop sample products to showcase embroidery quality in-store and online
 - Reach out directly to small businesses, schools, and organizations for custom embroidery
 - Update website and shop listings to include embroidery options
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6. Operations Plan

- Purchase embroidery machine (~\$12,500)
 - Train on machine operation and embroidery software
 - Integrate embroidery production into current workspace; adjust workflow for combined services
 - Manage supply chain for embroidery materials (threads, stabilizers, hoops, etc.)
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7. Financial Plan

- Startup Costs for Expansion:
 - Embroidery machine: \$12,000
 - Software/digitization programs: should be included
 - Supplies (thread, backing, hoops, etc.): \$500 for extra hoop that's needed
- Funding Needs:
 - Seeking grant for \$12,500 to cover machine

8. Goals and Milestones

- Month 1–2: Purchase machine, complete training, launch embroidery service
 - Month 3–6: Complete 25+ embroidery orders, build portfolio of custom samples
 - Month 6–12: Establish 5–10 repeat business clients for embroidered goods
 - 1–2 years: Consider hiring part-time help if demand grows
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9. Risks and Mitigation

- Learning curve: Invest in training and practice before offering to customers
- Customer demand uncertainty: Start with small inventory investment, use test runs and samples to gauge interest
- Financial strain: Use equipment financing or small loan to reduce upfront cash outlay

Valerie Cochnar