



SIDE Act Program Application

Before starting your application be sure to read the important information and review the complete rules on the SIDE Act website.

You must upload a completed and signed copy of the program agreement before you can submit this online application. Download the agreement [here](#).

See the FAQs on the SIDE Act website for answers to common questions about the program.

Other than engineering studies, construction estimates, and environmental studies, have any funds been spent towards the new project at the time of application? *

Yes

No

Sponsor Information

Project Sponsors are defined as an economic development organization or authority, which may be organized under Section 501(c)(3) of the Internal Revenue Code; port authority; qualified industrial park; or terminal, switching or Class II or III railroad.

What type of entity is the sponsor? *

Economic development organization, Chamber, or Main Street that is a 501(c)(3)

Port Authority

Qualified Industrial Park (in a county with population less than 100,000)

Railroad (Terminal, switching, or Class II or III)

Note: If a qualified industrial park is city owned, a city may be a project sponsor.

Please attach an IRS document proving your 501(c)(3) status.

Sponsor Name *

Sponsor FEI *

Sponsor Physical Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Sponsor Contact Name *

First Name

Last Name

Sponsor Contact Title

Sponsor Contact Email *

example@example.com

Sponsor Contact Office Phone *

Please enter a valid phone number.

Sponsor Contact Cell Phone *

Please enter a valid phone number.

Please note providing accurate and up to date contact information will ensure an expedited review of the application.

Eligible Entity Information

An eligible entity is defined as an incorporated business entity that is located in the state with a qualifying project in a qualifying project location. The business entity must be incorporated in any state but must be located in Oklahoma to satisfy this definition.

Eligible Entity Name *

Eligible Entity FEI *

Eligible entity parent company, if applicable

Eligible Entity Oklahoma Physical Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Eligible Entity Contact Name *

First Name

Last Name

Eligible Entity Contact Title

Eligible Entity Contact Email *

example@example.com

Eligible Entity Contact Office Phone *

Please enter a valid phone number.

Eligible Entity Contact Cell Phone *

Please enter a valid phone number.

Please note providing accurate and up to date contact information will ensure an expedited review of the application.

What is the most current fiscal year sales (in Oklahoma)? *

Oklahoma sales only

How many people are currently employed at the company in Oklahoma? *

For the average wage, enter whole dollars for the annual salary. The wage entered cannot include any benefits but should include overtime or bonuses. Do not enter wages in hourly format.

The total company yearly payroll will be calculated from the number of jobs and the average annual wage.

What is the average annual wage of current jobs in Oklahoma? *

Enter the amount, round to whole dollars

Total current yearly Oklahoma payroll for the company (Calculated)

Project Details

What is the anticipated date for this project to break ground if tax credits were awarded? *

Month Day Year

What is the time frame for the completion of the project once started (broken ground)? *

Less than 1 month

1-3 months

3-6 months

More than 6 months

What is the total budget for the project? *

Please include any and all planning or preparatory documents for this project. (i.e. Construction plans, engineering reports, line item of construction estimates, etc.)

What type of project is this? (Note: Potential Award amounts will vary depending on the selection) *

Initial Infrastructure only

Economic Development only

Both

Provide a detailed narrative description of the project's initial infrastructure. *

Provide a detailed narrative description of the project's economic development. *

Please provide a list of the sources of funding. Name sources and amounts associated with each.

Total Amount Requested *

The requested amount is NOT guaranteed. Award amounts are subject to statutory limits and availability of funds.

Project Location

A qualifying project location is defined as an industrial park, an economic development zone or a port located within an Oklahoma county with a population less than 100,000; any location adjacent to a terminal, switching or Class II or III railroad as defined by the Federal Surface Transportation Board.

Economic development zone means any zone, including enterprise zones, state and federal opportunity zones, identified for economic development.

Please review the eligibility map on the website for qualifying project locations. As a part of the review process we will be verifying the eligibility of the project location.

Please include a map or satellite image of the physical project area noting the qualifying feature. (For example: note the adjacent terminal railroad)*

Will you be providing an address or GPS coordinates (Latitude & Longitude) for the physical project location. *

Physical Address

Latitude & Longitude

Project Physical Address (may be different than the eligible entity's physical address)

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Latitude

Longitude

Project Benefits

Please note that funds are limited and applications will be evaluated based on highest net benefit to Oklahoma. While the following questions are not required for the submission of this application they will be used to assess the net benefit to the state.

In the event the program becomes oversubscribed the responses to the following questions will be used to determine which applicants are awarded funds from this program.

Will the project involve new job creation?

Yes

No

How many jobs are anticipated to be created by the project?

What is the time frame for new job creation?

Less than 1 month

1-3 months

3-6 months

More than 6 months

What is the anticipated average annual wage of new jobs

For jobs created, will the company provide a health plan?

Yes

No

Is the completion of this project expected to increase annual sales?

Yes

No

Please provide a spreadsheet with annual sales projections anticipated upon the completion of this project.

Are there any other project benefit(s) you would like to include for consideration? (For example: entering new markets, diversifying, strengthening or shortening supply chains, etc.)

Yes

No

Please describe how an award would lead to this project benefit(s)?

Affiliates

An eligible entity that is awarded Strategic Industrial Development Enhancement Tax Credits may assign unused tax credits to a qualifying project affiliate. A qualifying project affiliate may include customer, vendor, project investor, or strategic finance partner of the eligible entity subject to the Oklahoma Corporate or individual income tax.

The eligible taxpayer and the qualifying project affiliate must jointly file a copy of the written assignment agreement with the Oklahoma Tax Commission within thirty (30) days of the assignment.

Commerce recognizes that eligible entities may not be certain at application date if they plan to transfer credits to potential affiliates. Eligible entities are not obligated to transfer credits or utilize affiliates based on the response to the following questions.

Does the eligible entity anticipate transferring credits to a qualifying project affiliate? *

- Yes
- No
- Unknown

Please select the type of affiliate.

- Customer
- Vendor
- Project Investor
- Strategic Finance Partner

Certification and Legal Authority

Upload signed attestation*

Acceptance of Program Participation Rules

I affirm that I understand that to be considered for participation in the program:

- To qualify, no money can be spent toward the new project prior to receiving an award letter from the Oklahoma Department of Commerce.
- That the company applying is in good standing with the Oklahoma Tax Commission.
- The submission of this application does not guarantee an allocation of Strategic Industrial Development Enhancement Tax Credits.

By checking the box below, you are affirming that you agree to the aforementioned program requirements. *

I affirm

Terms and Conditions

I, the undersigned, hereby certify that this application is (a) complete; (b) contains no misrepresentation and is accurate and correct in all facts; (c) may be relied upon as a true representation of the nature of the project. I further certify that all subsequent documentation shall also be accurate, correct, and void of misrepresentation. This document has been duly authorized by the governing body of the applicant.

The company, guarantors, and others required to submit proprietary information and financial disclosures through the sponsor are, by the act of applying for assistance, authorizing the distribution of the information to such persons as may be required for the review, approval, and administration of the expenditure. They are also authorizing reference and background investigations, and inquiries into their credit.

Terms and Conditions: *

I agree

Authorized Sponsor Representative: *

First Name

Last Name

Authorized Sponsor Representative Title: *

An authorized representative is an officer, director or owner of the company.

I, the undersigned, hereby certify that I am an Authorized Sponsor Representative have authority from eligible companies to submit this application on behalf of the eligible company. *

I Affirm

Signature of Authorized Sponsor Representative *