

3. Provide a financial plan for the grocery store location including, but not necessarily limited to, the following elements. Supporting documentation can be submitted separately.

- Documentation of the amount and sources of outside investment in the Grocery Store
- Documentation of the Grocery Store's long-term assets and debts
- A detailed explanation of the ownership and operational structure, including the location of all primary owners.
- A detailed financial plan that includes the following:
 - The Grocery Store's projected costs, revenues, and profits;
 - The amount and sources of other investments in the planned Grocery Store;
 - The long-term assets, including but not limited to real property and equipment, that the Grocery Store has already secured or still needs; and
 - The projected number of employees of the Grocery Store.

4. Provide the expected annual percentage of sales at the project location attributable to alcohol and tobacco.

5. Identify the nearest existing grocery store to the project location and estimate the distance between the two locations. Please omit general stores and/or convenience stores from your results.

6. Identify all key partners participating in the project and describe their involvement and expected contributions. Provide the total employment and, if applicable, the total number of grocery stores operated in Illinois for each non-governmental participating entity.

7. Summarize your business plan supporting this project. This should include an assessment of local needs, identification of investment requirements, staffing requirements, supply chain requirements, and other factors impacting long-term viability of the store. Relevant planning documents can be uploaded separately.

8. Describe the impact the project would have on enhancing access to a robust variety of fresh fruits, vegetables, and meats. This should include a discussion of the variety and quality of fresh foods to be made available.

9. Provide a detailed description of the scope of work and how it aligns with the budget provided in the budget template.

10. Provide a timeline for project implementation, including intermediate milestones as appropriate.

11. Describe the project team's experience successfully managing government grants of this nature.

12. Describe the project team's experience successfully launching and/or managing grocery stores.

13. Identify sources of matching funds and provide documentation that these funds will be available for the project.

14. Provide a list of the individuals providing letters of support (to be uploaded separately), noting their affiliations as appropriate. Please note that at least one LOS must come from an elected official (such as a mayor, state legislator, or alderman) serving the area.