**Project Feasibility Assessment**

Invest Victoria undertakes preliminary assessments for projects considered by the Development Facilitation Program (DFP). An application submitted to the DFP must include written advice from the Chief Executive Officer, Invest Victoria advising on the financial feasibility and investment certainty of the proposal.

**What do I need to submit?**

Assessments will begin once the complete set of information outlines below has been provided:

1. **Key contact information:**
	* Name, firm, email address, and phone number of the primary contact person for this project.
2. **Project description:**
	* Project name and site address
	* Site and development specifications (e.g. project site and/or development size, gross floor area (GFA), number of floors).
	* Estimated construction time frame, including the anticipated commencement and completion dates.
	* Project cost: A detailed feasibility report outlining all estimated costs (e.g. land purchase, construction, contingencies involved, and any other relevant costs).
	* Estimated returns e.g. project revenue, internal rate of return (IRR), development profit and development margin.
3. **Project ownership structure**[[1]](#footnote-2)**:**
	* A detailed explanation of the key parties involved in the project and their roles in the project (e.g. ultimate sponsor/s and key investor/s).
	* If multiple parties are involved, provide the equity split for ownership. Indicate if other parties are likely to be included in the future.
	* If applicable, highlight whether a fund-through structure is involved and explain the roles within that structure.
4. **Project funding strategy:**
	* A detailed explanation of how the applicant plans to fund this project (using debt/equity?). If applicable, what is Debt/equity split:
	* Debt funding: if debt funding will be used, specify the source of debt. Provide a pre-approval letter from a funding provider. Additionally, what will the peak debt level, loan-to-value ratio, and debt-to-equity ratio be?
	* Please indicate if you have used debt funding in previous projects, including the source.
	* If equity funding will be used, please provide details on how the equity component will be funded (e.g. recent net asset statement from an external accountant or the latest audited financial statements).
5. **Sponsor/s net worth:**
	* To assess the financial capacity to complete the project, provide either a current net asset statement from an external accountant or the latest audited financial statements.
6. **Sponsor/s current/past work on hand:**
	* Completion rate, project size and amount pre-sold
	* List of any other current projects and the sponsor’s capacity to fund multiple projects simultaneously.
	* List of previous projects, completion date, project amounts, size of project(s) and how they have been funded (debt/equity).
7. **Builder selection:**
	* Provide details of the appointed builder, or if a builder has not yet been appointed, list the builders under consideration along with their experience.
8. **Project economic impact statement:**
	* Provide details on the capital investment, number of construction and operational jobs created, and the estimated economic value to the Victorian economy. Specify if an external consultant has been used for this statement.
9. **Regulatory History:**
	* Provide details of any regulatory issues over the past 10 years, including tax compliance, consumer affairs, environment issues and any litigation cases. If not applicable, please indicate this as part of your submission.

**Clear and concise**

Please ensure that all requested information is provided in a clear and concise manner. Invest Victoria may request additional information if anything is missing or unclear. This information will only be used by Invest Victoria to review the commercial feasibility of your project and will be treated as commercial in confidence.

1. If two or more investors are involved in the project, please clearly indicate each investor’s role. [↑](#footnote-ref-2)