



**Gonzales Economic Development
Corporation
Small Business Incentive Grant
Application**





Gonzales Economic Development Corporation Small Business Incentive Grant Application

1. The Business Incentive Grant Guidelines have been reviewed. ☐ Yes ☐ No
2. One original application and one copy is attached. ☐ Yes ☐ No
3. All parties having an ownership in the business, property or facility have signed this application. ☐ Yes ☐ No
4. This application contains three (3) cost estimates from qualified contractors and/or suppliers. ☐ Yes ☐ No
5. Type of grant being requested:
 - ☐ **Property Improvement** - Storefronts, including, but not limited to, items such as painting, reconstruction, remodeling, landscaping (if irrigated and maintained or warranted for one year), parking lot resurfacing, striping, driveway improvement, lighting, electrical, plumbing, fencing and other infrastructure.
 - ☐ **Sign Improvement Grant** - New signs, and renovation or removal of existing signs.
 - ☐ **Vacant, Underutilized & Occupancy** - Available a business that rents or purchases a vacant or underutilized building and operate a business. GEDC will reimburse business owners up to 50% of their rent or mortgage payments, not to exceed \$6,000.00. The reimbursement requires that the business signs a two (2) year lease and remains open and operating for a minimum of six (6) months before any reimbursement payment will be made.
 - ☐ **Mega Grant** - Gonzales EDC will provide a matching grant of up to 50% of improvement costs to new or existing commercial or business property owners who make a minimum investment of at least \$65,000.00 to purchase and/or renovate the building. Improvements may include but not limited to the installation of sprinkler systems, compliance with ADA, demolition and framing and infrastructure.
 - ☐ **Main Street District** – Businesses must be located within the Gonzales Main Street District. Eligible improvements included, but not limited to, are removal of slipcovers, false fronts or non-historical added facades, repainting of replaced mortar joints and brick, removing paint and restoring it to its natural condition, reconstruction or remodeling that achieves a historic look, restoring transom windows, replacing/restoring awnings or canopies to their historic state. In addition, landscaping (if irrigated and maintained and warranted for one year) parking lot resurfacing, striping, fencing driveway improvement, lighting, electrical, plumbing, fencing, installation of sprinkler systems and compliance with ADA requirements, and infrastructure.
6. The business is a for-profit enterprise. ☐ Yes ☐ No
7. Is the business located in the Main Street District? ☐ Yes ☐ No

Business Incentive Grant Application

1. Applicants name(s) _____
2. Business name _____
3. Applicants business phone _____ cell phone _____
e-mail address _____ business website _____
4. Mailing address _____
5. Physical address of property for which grant is requested: _____
6. Estimated project start date _____
7. Estimated project completion date _____
8. Do you own any or all interest in the property or building? ☐ Yes ☐ No
9. Owner's business phone _____ Owner's cell phone _____
Owner's E-mail address _____
Owners mailing address _____
10. This business is a ☐ sole proprietorship ☐ Partnership ☐ S Corp ☐ Corporation
☐ Other _____
Describe the business activity. Attach additional sheets if necessary. Example: professional office – law firm, manufacturing – auto parts, retail – women's clothing, wholesale distribution – food products, restaurant – sit down for fast food.

11. This business is a ☐ new business or start up or ☐ established
12. Year established _____
13. Has the applicant received a grant from the GEDC in the past? ☐ Yes ☐ No
Amount awarded _____ Date _____
Use of grant _____
14. Number of jobs retained _____
15. Number of employees projected over the next five (5) years _____
16. Average annual wage paid to employees _____
17. Provide a detailed description of the proposed project. Attach project drawings, specifications, and information about the project. Example: replacing roof, finishing out space for retail, add 2 offices, remodel 2 restrooms, upgrade electrical and plumbing to meet current city code.

18. Total estimated cost of the capital investment in the project _____
19. Cost of land and or site acquisition _____
20. Cost of site improvements _____
21. Sales tax information for the past five (5) years is attached. ☐ Yes ☐ No

22. Sales tax projections for the next five (5) years are attached. ☐ Yes ☐ No
23. Estimated inventory located at property for the next 5 years _____
24. Estimated cost of new furniture, fixtures and equipment added. _____
25. Property tax information for real and personal property paid for the past 5 years is attached. ☐ Yes ☐ No
26. Proof of financing is attached ☐ Yes ☐ No
27. The project is being self-funded. ☐ Yes ☐ No

Certifications and acknowledgements

I (we) the undersigned do hereby acknowledge and/or certify the following

- a. Prior to the submission of this application, a copy of the "Guidelines and Criteria" for the Business Improvement Grant program have been obtained, reviewed, and are clearly understood.
____ Initials of Applicant
____ Initials of Property Owner
- b. The submission of the Application does not create any property, contract or other legal rights in any person or entity to have the Grantor provide grant funding.
____ Initials of Applicant
____ Initials of Property Owner
- c. If the grant funds are approved, full compliance will be maintained with all of the provisions of the Grant Guidelines and/or special provisions attached as part of the grant. Failure to so may be grounds for ineligibility to receive previously approved grant funding.
____ Initials of Applicant
____ Initials of Property Owner
- d. If grant funding is approved, a designee of the GEDC or Main Street Director shall have the right to inspect the work in progress, as well as all completed improvements.
____ Initials of Applicant
____ Initials of Property Owner
- e. All grant funding is contingent upon the continued availability of grant funds. The GEDC reserves the right to decrease funding or cancel the grant program at its sole discretion.
____ Initials of Applicant
____ Initials of Property Owner
- f. The GEDC reserves unto itself its absolute right of discretion in deciding whether or not to approve a grant relative to this application. The Applicant accepts that all decisions relating to the award of grant funds involve subjective judgements, on

the part of the decision-making entity, related to the aesthetics of the of the proposed project and the granting of awarded funds for said project. The GEDC reserves the right to waive or add any of the requirements of a grant application as it deems necessary.

_____ Initials of Applicant
_____ Initials of Property Owner

- g. The GEDC, its employees and its agents and the Main Street Director shall be held harmless for any damages, both personal and property, which may result directly or indirectly from any incident associated with subject project of this Application both during and after construction, and that the GEDC, its employees, and its agents shall not be liable for any debts incurred in association with the execution and completion of the subject property of this Application, and further that I (we) the Applicant/Applicants assume all responsibility for any all the aforementioned liabilities.

_____ Initials of Applicant
_____ Initials of Property Owner

- h. The laws of the State of Texas shall govern the interpretation, validity, performance and enforcement of the “Guidelines and Criteria,” and this Application, and that if any provision or provisions of these should be held invalid or unenforceable, the validity and enforceability of the remaining provisions shall not be affected in thereby.

_____ Initials of Applicant
_____ Initials of Property Owner

- i. The information provided in the Application has been provided voluntarily, and may be relied upon as being true and correct , and that the GEDC may rely on the signatures affixed hereto as if the same had been signed by Applicant(s) before a Notary Public or other authorized officer to administer oaths and take acknowledgements.

_____ Initials of Applicant
_____ Initials of Property Owner

- j. State law requires that, by signing and submitting this application, you certify that the company, its branches, divisions, and departments do and will not knowingly employ and undocumented worker. An agreement with the company will require the company to repay the total amount of the public benefit received with interest at the rate and according to the terms of the agreement if the company is convicted of a violation under 8 U.S.C. Section 1324a(f). Repayment will be due not later than the 120th day after the date the City notifies the company of the violation as provided in the agreement.

An undocumented worker is an individual who, at the time of employment, is not:
1. Lawfully admitted for permanent residence to the United States; or ii. authorized under law to be employed in that manner in the United States.

____ Initials of Applicant
____ Initials of Property Owner

Signed this ____ day of _____, 20 __, _____
Applicant Name Printed

Applicants Signature

Signed this ____ day of _____, 20 __, _____
Facility Owner Name Printed

Facility Owners Signature



Business Improvement Grant Program DOCUMENTATION CHECKLIST

Documentation to be provided by the applicant:

- _____ Establishment of business entity name (copy of Articles of Incorporation, dba, etc.)
- _____ Sales Tax information for the past year
- _____ Sales Tax information for the past five (5) years
- _____ Copy of lease agreement (if facility is leased)
- _____ Legal description of subject property (Deed of Ownership)
- _____ History of the building: Original Photos, Newspaper Articles in a timeline.
- _____ Appraisal Information for: Property, Business, etc.
- _____ Vicinity map of subject property: Recent Survey, topical/street view
- _____ Estimates of proposed improvements
- _____ Pictures of building's exterior, roof, and foundation.
- _____ Scale drawing by Texas Main Street Architect or registered design professional.
- _____ Documentation of approved financing
- _____ State sales tax reporting form for most current (three month, 1 year , 5 year if applicable)
- _____ Consultation with City of Gonzales Building Official
- _____ Consultation with City of Fire Official
- _____ Copy of permits for project