

Sample Application information

This is a sample of application questions and requested documentation. It should only be used as a guide to assist in preparing to submit the **online** application. Only applications that have been submitted online will be considered.

Applicant/Business Name

Name and contact information of Business Contact

Structure of the business

Type of business

Date business established

Current number of employees

List key staff/board members and title/role (include pertinent education/training background)

UPLOAD DOCUMENTS

- Sales tax report (upload a file of the most recent five years of sales tax history)

The funding focus area of this project is (choose ONE that best applies):

- Business Retention & Enhancement
- Facade/Exterior

Property Information

Property Address/Location

Is this property located in the Gonzales Main Street District?

Describe any known history of building/property, including date of structure(s) built:

UPLOAD DOCUMENTS

- Photos/History/Newspaper Articles/Documents, etc.

Ownership Status

- I am the Property Owner
- I am the Business Owner/Tenant

UPLOAD DOCUMENTS

- Proof of property ownership or lease of property and permission of property owner:
 - Deed, Tax Statement

- Proof of business ownership
- Articles of Incorporation
- Lease Agreement, Supporting Documentation from Land or Property Owner

Is this property a recipient of any past or current funding?

- If yes, please describe all past/current/anticipated funding:

Project Name

The project name should be a concise title describing your project (Character limit: 100)

Provide a brief description of your project request. Anyone should be able to clearly understand the general idea of what your project is about (Character Limit: 500)

- Amount of TOTAL Project
- Amount Requested
- Project Budget

Budget Narrative :

- Describe your budget. (Character Limit: 500)
- Please list all sources of funding:

UPLOAD DOCUMENTS

- Project Bids/Estimates (Minimum of two bid estimates per improvement area. All bid estimates are required to be detailed with labor, materials, cost.)
- Business Plan (upload your most current and complete business plan)

How many new jobs does this project create?

How many jobs will be retained with this project?

What is the anticipated start date for this project?

What is the anticipated completion date for this project?

UPLOAD DOCUMENTS

- Optional Supporting Documents - Pictures of the building, graphs, sketches, renderings, etc. that provide insight about project and request for funding.