

Marlin 4-B Economic Development Corporation (MEDC)
BUSINESS IMPROVEMENT GRANT APPLICATION
General Purpose and Objectives

One of the ways in which the Marlin 4-B Economic Development Corporation (“MEDC”, “EDC” or Marlin EDC”) assists its local businesses is through a Grant Program for the refurbishment, beautification, and redevelopment of their buildings.

The Marlin EDC is implementing a Business Improvement Grant (BIG) Program to provide assistance to local businesses in improving their properties. The purpose of this program is to promote the expansion and development of new and existing business enterprises within the city of Marlin, Texas, and to improve the appearance and visual character of the community. The EDC will provide 50% in matching funds, via reimbursement, to businesses who are seeking to improve or expand their commercial properties. The maximum grant to be awarded by the Marlin EDC is \$2,500 (two thousand five hundred dollars) per applicant, and the expenditure by the business to be considered for this program must be between a minimum of \$500 (five hundred dollars) and a maximum of \$20,000. (twenty thousand dollars), all projects for which grant funds are requested under this Application are subject to the requirements of Section 505.158 of the Texas Local Gov’t. Code.

1. The grant must be used on property within the City limits of Marlin, Texas.
2. The applicant must be a legal business entity with appropriate license to operate in the City of Marlin. If renting space, the business owner must have the property owner's authorization.
3. Work must adhere to the requirements of the City of Marlin Codes and Ordinances.
4. Grant applications will not be accepted for work that has already been started or for work that is covered by insurance.
5. Written cost estimate for improvements, and before and after photos must be supplied for the building or for the internal areas concerned.
6. Grant funds, if approved, are reimbursed once completed work has been verified and a Certificate of Occupancy has been issued, if required.
7. Grant applications and awards may be made in any of the reimbursable activities listed below and/or other beautification/restoration projects reasonably similar and approved by the MEDC. The maximum award per project is \$2500 (two thousand five hundred)
 - a. Improvements to the existing exterior structure such as:
 - Front façade, rear entryway
 - Lighting
 - Door/window replacement or repair
 - Signage
 - b. General property beautification such as landscaping and parking facilities.

8. If an applicant is awarded a grant for any work performed pursuant to this program and the work is removed or altered for any reason within three years from completion of construction, the applicant may be required to reimburse MEDC for the full amount of the grant.
9. If an applicant is awarded a grant, the applicant cannot receive another grant for a period of six (6) months.

APPLICATION INFORMATION

Name of Applicant: _____
 Name of Business: _____
 Project Address: _____
 Mailing Address: _____
 Email Address: _____
 Phone Number of business: _____
 Cell Number of contact: _____

PROPERTY OWNER INFORMATION (if not applicant)

Name of Owner: _____
 Owner Business: _____
 Mailing Address: _____
 Email Address: _____
 Total Estimated Cost of Project: _____
 Cell Number of contact: _____
 Total grant Requested: _____

Have you ever received another Improvement Grant for this property?

Yes _____ No _____

I hereby certify that I understand the conditions for this grant and will abide by them.

Signed: _____ Date: _____

 Printed name

Title: _____

<u>Type of Work (Check all that apply)</u>	<u>Estimated Cost</u>	<u>Grant Requested</u>
_____ Signage	_____	_____
_____ Paint Exterior/Interior	_____	_____
_____ Utility Upgrades	_____	_____
_____ Façade Renovation	_____	_____
_____ Property Beautification	_____	_____
_____ Building Renovation	_____	_____
_____ Pavement Improvements	_____	_____
_____ Awnings	_____	_____

1. Details of Planned Improvements relating to Grant Request:

2. Number of jobs that will be created or retained:

3. How will this Grant improve and promote economic development within the City:

Attach Additional Sheets if Necessary

APPLICATION CHECKLIST

All of the Below Information is Required for a Complete Application

<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	Completed Agreement Form
<input type="checkbox"/>	Written cost estimate for improvements; receipts will be required prior to payment.
<input type="checkbox"/>	Rendering of improvements to be made, if applicable.
<input type="checkbox"/>	Detailed description of the proposed improvements to be made to the building/parking lot. This description must include information on the methods and materials to be used for the improvements.
<input type="checkbox"/>	Verification that property taxes on the property are paid and current and if the applicant is not the property owner, a letter is attached from the owner giving approval for the improvements to be made.
<input type="checkbox"/>	Documentation of the authority of the Applicant to submit the Application
<input type="checkbox"/>	If the Applicant is a corporation, limited liability company, or other legal entity, copies of all documents creating the corporation, limited liability company, or other legal entity,
<input type="checkbox"/>	Number of jobs to be created or retained.
<input type="checkbox"/>	Documentation supporting how the grant will improve and promote economic development within the City.

BUSINESS IMPROVEMENT GRANT APPLICATION
AGREEMENT FORM

1. I understand the procedures established by the Marlin Economic Development Corporation (MEDC) in determining grant eligibility.
2. I represent to the MEDC that all information contained and submitted with this Application is true and correct, and if any information is later found to be incorrect, or false, or incomplete, then the MEDC may terminate this Agreement and reject the Applicant's Application for grant funding.
3. I have read and understand the MEDC Grant procedures and guidelines.
4. I understand that, if I participate in this program, any deviation from this Agreement will result in the withdrawal of funds and disqualification from the program.
5. I agree to comply with all City of Marlin ordinances and obtain all applicable permits related to any project funded in whole or in part by grant funds.
6. I acknowledge and agree that Section 505.158 of the Texas Local Government Code applies to this Application and any grant funds approved, recommended, or authorized by the MEDC under this Application.
7. I understand and acknowledge that if this Application is granted and approved, that all grant funding requires prior final City Council approval.

I agree to start the project at the earliest possible date and to complete it in a timely manner which should generally consist of six (6) months (continuations subject to Board approval).

APPLICANT:

Signed: _____ Date: _____

Printed name and Title