



## Business Improvement Grant (BIG) Program Application

### 1. Applicant Information

Contact Name(s): \_\_\_\_\_

Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### 2. Information on Property Proposed for Business Improvement Program

Description of Existing Building Facades or Property (please attach image(s)):

\_\_\_\_\_  
Description of Proposed Improvements (please attach sketches, plans, or other image(s)):

\_\_\_\_\_  
Estimated Cost of Improvements (please attach receipts): \_\_\_\_\_

### 3. Landlord Information (if different from applicant)

Property Owner/Landlord: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

### 4. Commitment

I agree to adhere to the Business Improvement Grants program guidelines as established by the Marble Falls Economic Development Corporation.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Please return this application, images of current and proposed building facades or property, and preliminary bids to the Marble Falls Economic Development Corporation, 801 Fourth Street, Marble Falls**

Upon receipt of all preliminary materials, the BIG committee will review applications and determine prequalification for funding. Upon completion of project improvements and the submission to the EDC of an invoice and proof of payment, final rebates will be delivered as a 10% reimbursement of expenditures. The maximum reimbursement is \$10,000, and the minimum project expenditure is \$5,000.



## **Business Improvement Grant (BIG) Program Information**

### **Background**

The Marble Falls 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 Marble Falls, Texas, and to improve the appearance and visual character of the community. The EDC will provide 10% in matching funds, via reimbursement, to businesses who are seeking to improve or expand their commercial properties. The maximum grant is \$10,000 per applicant, and the minimum expenditure to be considered for the program is \$5,000. The application period for this grant will remain open until September 30, 2017; until funding has been exhausted; or until the EDC determines that its program goals have been satisfied.

### **Eligibility & Consideration**

In order to qualify for funding under this program, the applicant must meet all of the following criteria:

- The business must be located in the corporate city limits of Marble Falls, and must be in compliance with all applicable zoning, land use, and other ordinances.
- Proof of applicant's ownership of the facility, or proof that the owner of such facility has approved the application for grant funds, shall be required.
- The applicant shall be responsible for obtaining all applicable permits related to the improvement project, and failure to do so will render the applicant ineligible to receive grant funding.
- Applicant must receive written approval of grant funding prior to starting the improvements mentioned in application.
- All grants are reimbursement grants, and will only be funded after completion of the project in compliance with specifications approved by the EDC.
- The improvements, as presented in this application, must be completed within a six-month period. Failure to complete improvements and open the business establishment within the required time period is considered a default and will result in the loss of granted funds.
- The landowner must have paid all property taxes due.
- There is a limit of one grant award per year per applicant.
- The EDC is the sole and final authority in determining project eligibility for funding.



## **Business Improvement Grant (BIG) Program Application**

### Program Details

All buildings and facilities located within Marble Falls when these guidelines are adopted shall be eligible for this program. However, funds will only be awarded to applicants improving a piece of property that has an existing structure in place at time of program adoption.

Rebates will be issued in the amount of 10% of actual expenditures, up to a maximum rebate of \$10,000. To be considered, an improvement project must total at least \$5,000. Improvement projects will typically consist of reconstructing or remodeling a building space (exterior and/or interior), resurfacing an outdoor parking area, and/or adding landscaping. Non-permanent fixtures, furniture, and/or décor are not eligible for reimbursement. Funding will be delivered only upon completion of the improvement project and submission of an invoice and proof of payment to the EDC for verification.

Applications for funding will be reviewed by a committee comprised of EDC board and staff and City staff. During the course of its evaluation of the application, the committee may contact the applicant in order to verify or clarify information. The applicant will then be notified, in writing, of the EDC's decision to approve or disapprove the application.

If you have questions, or for assistance with your application, please contact Christian Fletcher at the EDC (830/798-7079 or [cfletcher@marblefallseconomy.com](mailto:cfletcher@marblefallseconomy.com)).

***Please submit application and supporting materials to the  
Marble Falls Economic Development Corporation, 801 Fourth Street, Marble Falls.***