



**2024**

## **BUSINESS IMPROVEMENT GRANT**

Please review the Business Improvement Grant Program guidelines and criteria prior to the submission of a grant application.

1. Applications will consist of 2 copies of the completed application.
2. All parties having an ownership in the business or facility must be parties to this application.
3. Applications must be submitted by the 15th day of the month in order to be eligible for consideration the following month.
4. Applications must contain a minimum of two (2) cost estimates from qualified contractors and/or suppliers, including project drawings, specifications, and/or additional information.
5. Grant application may be submitted for up to 50 percent of the total project cost with a maximum category funding of \$5,000.
6. All questions regarding the program and applications should be directed to the Magnolia Community Development Corporation:

Rachel Steele  
Magnolia Community Development Corporation  
Email: [rsteele@cityofmagnolia.com](mailto:rsteele@cityofmagnolia.com)



1. Applicant/Applicants' name(s)\_\_\_\_\_

2. Type of grant(s) being requested (check all that apply):  
**Façade**  **Sign**  **Property Improvement**  **Demolition**

3. Business name\_\_\_\_\_

4. Mailing address\_\_\_\_\_

5. Applicant contact: Phone\_\_\_\_\_E-mail:\_\_\_\_\_

6. Physical address of property for which grant is being requested

\_\_\_\_\_

7. This business is a: Sole Proprietorship  Partnership  Corporation

Other\_\_\_\_\_ (Please state and provide applicable business documentation such as DBA, Partnership Agreement, Corporate Charter, etc.)

8. Brief description of business activity (Attach additional sheets, if necessary)

9. Do you own any or all interest in the real property listed in No. 6 above?

**Yes**  **No**

Owners, please provide:

A. Name of owner:\_\_\_\_\_

B. Address of owner\_\_\_\_\_

C. Contact information: Phone\_\_\_\_\_E-mail:\_\_\_\_\_



10. Date business established in Magnolia, TX \_\_\_\_\_

11. Number of employees \_\_\_\_\_

12. Please provide a description of the proposed project and project drawings, specifications, and/or information about the project.  
(Attach additional sheets, if necessary)



**A. For Façade Improvements:** List the colors you plan to use and provide color chip samples from a paint supply store (such as Sherwin Williams, Benjamin Moore, etc.)

Colors: \_\_\_\_\_

**B. For Sign Improvements:** List the colors you plan to use and provide color chip samples

Colors: \_\_\_\_\_

**C. For Property Improvements:** Provide any additional information which would further help describe this project.

**D. For Demolitions:** Must provide description of the demolition project and detailed plans of disposition of all materials.

13. Amount of grant funds requested (Up to 50 percent, max of \$5,000) \_\_\_\_\_

14. Total cost of the project \_\_\_\_\_

A. Labor cost \_\_\_\_\_

B. Materials Cost \_\_\_\_\_

15. Estimated start date of project \_\_\_\_\_

16. Estimated completion date of project \_\_\_\_\_

17. Please attach photos of the existing conditions.

18. 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 has been obtained, reviewed and clearly understood.

\_\_\_\_ Initials

B. The submission of this Application does not create any property, contract or other legal rights in any person or entity to have the Grantor provide grant funding.

\_\_\_\_ Initials

C. If the grant funding is approved, full compliance will be maintained with all the provisions of



the “Guidelines and Criteria”, and/or special provisions attached as part of the grant. Failure to do so may be grounds for ineligibility to receive previously approved grant funding.

\_\_\_\_ Initials

D. If grant funding is approved, a designee(s) of the MCDC shall have the right to inspect the work in progress, as well as the completed improvements.

\_\_\_\_ Initials

E. All grant funding is contingent upon the continued availability of grant funds. The MCDC reserves the right to decrease funding or cancel the grant program at its sole discretion.

\_\_\_\_ Initials

F. The MCDC 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 the all decisions relating to the award of grant funds involve subjective judgments, on the part of the decision-making entity, related to the aesthetics of the proposed project and the granting of award funds for said project. The MCDC reserves the right to waive or add to any of the requirements of a grant application as it deems necessary.

\_\_\_\_ Initials

G. The MCDC, its employees and its agents 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 MCDC, its employees, and its agents shall not be liable for any debts incurred in association with the execution and completion of the subject project of this Application, and further that I (we) the Applicant/Applicants assume all responsibility for any and all of the aforementioned liabilities.

\_\_\_\_ Initials

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 thereby.

\_\_\_\_ Initials



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

\_\_\_\_ Initials

19.State law requires that, by signing and submitting this application, you certify that the company, its branches, divisions and departments (company) do not and will not knowingly employ an 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 no 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:

- A. Lawfully admitted for permanent residence to the United States; or
- B. Authorized under law to be employed in that manner in the United States.

\_\_\_\_ Initials

Signed this \_\_\_ day of \_\_\_\_\_, 2023 \_\_\_\_\_  
(Print Applicant Signature)

\_\_\_\_\_  
(Applicant Signature)

Signed this \_\_\_ day of \_\_\_\_\_, 2023 \_\_\_\_\_  
(Print Property Owner Signature)

\_\_\_\_\_  
(Property Owner Signature)