

### Steele County Storefront Renovation Grant

#### Purpose:

- To encourage the occupancy and renovation of vacant and dilapidated buildings within Steele County
- To improve the image and appearance of Main Streets and high traffic areas throughout Steele County
- To provide employment opportunities within Steele County and stimulate the growth of businesses located here

#### Eligibility Requirements

The grant program is available to all businesses including apartment complexes and schools located within Steele County. **Only exterior physical improvements are eligible.** Applicants may apply for up to \$1,000 in matching funds. Grants will be awarded on a first-come-first-serve basis. If the finished project does not resemble what was on the grant application or a representative does not feel that significant improvements were made, the grant will be voided. The property must be current on all taxes. Grants are subject to the availability of funds. Home-based businesses will be evaluated on a case by case basis.

#### Eligible Grant Expenses

Grant funds can be used on building store-fronts only. Examples of eligible store-front improvements under this program include, but are not limited to: painting, signage, doors, windows, lighting, siding, and awnings. The Steele County Job Development Authority will review each grant application individually to determine eligibility. Correction of all code violations is required for improvements utilizing the grant. Grant funds may NOT be used for normal operating expenses.

#### Matching Grant/Grant Amount

The Steele County JDA will contribute \$1 for every \$1 the applicant spends on labor and materials. The total potential grant award for each business is capped at \$1,000.

#### Application Deadlines

It is required to submit the Storefront Grant Application to the Steele County Economic Development Coordinator. This grant is on a first-come-first-serve basis. The Steele County JDA has allocated limited funds toward this program. Once these funds are gone, applications will no longer be accepted. The program may be discontinued without notice.

### Application Requirements

The grant application must include the following information:

- Description of improvement- may include a representation of the desired result
- Estimated cost
- Estimated start and completion dates

If a contractor will complete the work, including an actual price quote from the contractor. If the applicant is completing his or her work, please include pricing information from the vendor(s) chosen to supply the materials.

### Grant Process

1. Steele County JDA Board will review all applications. Applications must be submitted and approved prior to any construction or work should begin
2. All work must be completed by December 31, of the current year or the JDA reserves the right to revoke the grant.
3. In order to receive reimbursement, all receipts must be submitted with proof of payment (i.e., canceled checks) from a contractor or vendor.
4. **Any improvements completed under the program shall become permanent fixtures of the building.** They may not be removed by the business owner or the building owner in the event of the closing or sale of the business or the sale of the building without the written consent of the SC JDA. This provision shall not apply if further renovations are made to the building to enhance the community.
5. If the applicant performs the work without a licensed contractor, he or she will have to hire a licensed contractor for certification to endure State code is met.

**STEELE COUNTY JOB DEVELOPMENT AUTHORITY  
STOREFRONT GRANT APPLICATION**

**2019**

Application Date \_\_\_\_\_

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

Tax Identification Number \_\_\_\_\_

Business Address \_\_\_\_\_

Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Person \_\_\_\_\_

Cell Number \_\_\_\_\_ Email \_\_\_\_\_

Contact Person \_\_\_\_\_

Cell Number \_\_\_\_\_ Email \_\_\_\_\_

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

Name of Project \_\_\_\_\_

Estimated Project Cost \_\_\_\_\_

Amounty of Grant Applying for \_\_\_\_\_

Estimated Start Date \_\_\_\_\_ Esitimated Completion Date \_\_\_\_\_  
(please attach bids to the application)

List or attach the detailed project budget \_\_\_\_\_

Vendor/Contractor Name/Address/Phone	Brief Description (Supplies or Labor)	Quote \$\$ Attach Written Quotes

