



**SEAGOVILLE
ECONOMIC DEVELOPMENT CORPORATION
FACADE GRANT PROGRAM
PROJECT APPLICATION**

APPLICANT AND PROPERTY INFORMATION

Applicant name: _____

Mailing address: _____

Telephone: _____

Applicant is a corporation, partnership, proprietorship, or individual

Applicant is a property owner tenant / lessee (If tenant, must return Letter of Property Owner Approval.)

Business name: _____

Type of business: _____

Property address: _____

Legal description of property: _____

PROJECT INFORMATION

Description of eligible improvements: _____

Requested grant amount: \$ _____

Contractor name(s) and telephone(s): _____



Estimated start date of construction: _____

Estimated completion date of construction: _____

Description of improvements to property not eligible for grant funding: _____

Describe source of matching funds: _____

GRANT PROGRAM DESCRIPTION

Under the Seagoville Economic Development Corporation Facade Grant Program, the Seagoville Economic Development Corporation (“SEDC”) may provide grant incentives to new or existing business located within the City in order to create, retain, or promote new or expanded business development for exterior improvements that benefit not only the applicant business, but the general business area and the City in general. The Facade Grant Program provides reimbursement grant funding for new or existing business on a 50% matching fund scale, with a maximum grant amount of \$25,000.00 for any applicant. Eligible expenses include costs of building and storefront exteriors or facades or upgrades and/or repairs thereto, infrastructure/utility upgrades, ADA accessibility, roof installation/repair, fencing, exterior artworks, painting, reconstruction, renovation, signage, landscaping, and paving. An application must be received and approved by the SEDC and an incentive agreement must be executed by the applicant and the SEDC **prior to any work commencing.**

The grant is paid as a **reimbursement** for eligible expenses upon completion of the work for which the grant is approved and upon submission to SEDC of a request for payment accompanied by receipts or other evidence of payment deemed sufficient in the sole discretion of SEDC. SEDC reserves the right to award less than a 50% match.

For example, if a business owner applies for an SEDC Facade Grant to install a \$7,000.00 parking lot improvement, if SEDC approves the maximum grant percentage of 50%, the maximum grant funding would be \$3,500.00. Similarly, if the business owner’s eligible project will cost \$100,000.00 and the SEDC approves the maximum grant percentage of 50%, the maximum grant allocation would be \$15,000.00.

Only fully completed applications will be accepted and reviewed by the SEDC.

The SEDC reserves the right, in its sole discretion, to determine approval or rejection of any and all Façade Grant Program applications and further reserves the right to, on a case-by-case basis, vary the terms of the Program.



I have read this Grant Program Description and agree to all terms contained therein, including compliance with all applicable city, state, and Federal codes and the one (1) year maintenance requirement.

Applicant (signature): _____ Date: _____

Attachments

- Photographs of structure showing existing facades, parking, landscaping, etc. (as applicable)
- Project budget form
- Written bids for work to be completed (minimum three (3) required)
- Commitment to Maintenance form
- Letter of property owner approval (if necessary)
- Drawings or renderings that illustrate improvements (if available)
- Other supporting plans or illustrations of improvements (if available)

Only complete applications may be considered for approval. Applications should be delivered to the Seagoville City Hall 702 N US Highway 175, Seagoville, Texas 75159. See program description for application deadline(s).



**SEAGOVILLE
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PROJECT BUDGET**

Applicant (print): _____

Name of business: _____

Property address: _____

Proposed Budget

Materials costs: \$ _____
(Provide estimate of quantities, unit costs,

and total costs.) Labor costs: \$ _____

Total project budget: \$ _____

Requested grant amount: \$ _____

Attach written bids from three (3) contractors:

1. (Contractor Name) _____ (Telephone) _____

2. (Contractor Name) _____ (Telephone) _____

3. (Contractor Name) _____ (Telephone) _____

Applicant (signature): _____ Date: _____



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COMMITMENT TO MAINTENANCE

I, the undersigned, acknowledge that in consideration for the improvements made to the property described herein, the improvements shall be maintained according to the approved application and all applicable city, state, and Federal codes for a period of no less than one (1) year after completion. The City of Seagoville reserves the right to make periodic inspections of the project during construction and after completion to ensure compliance with applicable codes.

Applicant (print): _____

Business name: _____

Property address: _____

Mailing address: _____

Telephone number: _____

Applicant (signature): _____	Date: _____
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State of Texas §	§
County of _____	§
This instrument was acknowledged before me on the _____ day of _____, 20____, by _____, owner of the real property commonly known as _____, in Seagoville, Texas.	
_____, Notary Public in and for the State of Texas.	
My Commission expires: _____, 20____.	



**SEAGOVILLE
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FACADE GRANT PROGRAM**

LETTER OF PROPERTY OWNER APPROVAL

This letter is to serve as permission for the tenant listed below to submit an application to and participate in this Grant Program, with Seagoville Economic Development Corporation, a grant program to fund certain improvements to existing commercial structures as described in the program description. I, the undersigned property owner, certify that I am the legal owner of the property listed below. Additionally, I confirm that the tenant currently holds a lease with me to occupy the property.

Furthermore, I acknowledge that in consideration for the improvements made to the property described herein, the improvements shall be maintained according to the approved application and all applicable city, state, and Federal codes.

Property owner (print): _____

Property address: _____

Mailing address: _____

Telephone number: _____

Tenant name (print): _____

Business name: _____

Current lease valid through: _____

Property Owner (signature): _____	Date: _____
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State of Texas § County of _____ §	
This instrument was acknowledged before me on the _____ day of _____, 20____, by _____, owner of the real property commonly known as _____, in Seagoville, Texas.	
_____, Notary Public in and for the State of Texas.	
My Commission expires: _____, 20____.	