

Sealy Economic Development Corporation



Sealy Economic
Development Corporation

In cooperation with
Sealy Main Street Program

**Historic District
Improvement Grant
Application**

November 24, 2020

Sealy Economic Development Corporation
4B Sales Tax Corporation

Funding Application for Sealy Historic District Improvement Grant Program

1. Complete ALL applicant information:

Company Name: _____

Physical Address: _____

Mailing Address: Same as physical address

Different, as listed:

Primary contact name: _____

Primary contact Email address: _____

Primary contact Telephone Numbers: *Please check the next to the preferred contact number:*

Office: _____

Cell: _____

2. Indicate the company's building owner:

Applicant

Other: **TO BE COMPLETED BY THE BUILDING OWNER:** *If "Other", the building owner must jointly apply for the grant.*

Name(S): _____

Physical Address: _____

Mailing Address: _____

Phone numbers: _____

Email(s): _____

- a. Attach a signed letter of authorization for described project from the building owner if not the applicant
- b. Attach proof of ownership of the property
- c. Attach proof of applicant's lease of the property

3. Choose company status:

FOR PROFIT, Sales Tax Generating Business

FOR PROFIT, Non-Sales Tax Generating Business

NON-PROFIT (attach 501(c))

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4. Please respond with a "Yes" or "No" to the following eligibility criteria:

Eligibility Criteria:	YES	NO
Is the business currently open and operating in the Historic Downtown District, or will be within six (6) months of completion of the relevant improvement project?		
Is the improvement project for an EXISTING building in the Historic Downtown District?		
Is the improvement project NEW, not a work in progress?		
Is the business an occupation, profession or trade in the purchase or sale of goods or services in an attempt to make a profit?		
Do you certify that the business, the business owner, or the building owner DO NOT have outstanding financial obligations to the City of Sealy, or ongoing lawsuits with the City of Sealy, or are in any way parties to litigation against the City of Sealy?		
Do you certify that the business and/or property owner are in good financial standing upon verification with the Texas Secretary of State?*		
Is the business/applicant current in Inventory Tax payments?		

* To be verified by SEDC or Main Street staff

Business Tax ID Number: _____ Filing Number: _____

Federal Employer ID: _____

5. Indicate TYPE OF REIMBURSEMENT GRANT requested:

- Façade improvement
- Sign Improvement
- Electrical & Plumbing Improvements
- Interior Improvements
- ADA Compliance improvement regarding: _____

Describe the details of the project that the EDC should consider as visually appealing improvements that might encourage additional business activity and generate sales tax income for the City of Sealy & SEDC:

- Check box if additional page(s) are attached for the project description
- Attach pictures, paint colors, and any supporting documents.

6. Call the City of Sealy Building Permit department at (979) 885-1669 to inquire if a permit is necessary for this project.

Indicate date of call: _____, and name of the City staff that gave you the information:

YES, Permit is required and will cost \$ _____

HAVE YOU ALREADY SECURED THE PERMIT?

- YES, it is attached
- NO, but will send to EDC upon receipt
- NO, Permit is not required

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7. Total estimated cost of the described project, including permit:

\$ _____

8. Attach a minimum of two bids for the above described work:

Bid #1 from: _____ Amount: \$ _____

Bid #2 from: _____ Amount: \$ _____

Bid #3 from: _____ Amount: \$ _____

9. Specify all source(s) of funding that have been secured, indicate amount/percentage each source will contribute: SEDC may not contribute more than 50%, at an amount not to exceed \$15,000.00.

Business owner \$ _____ / _____% of project total

Building owner \$ _____ / _____% of project total

Other: _____ \$ _____ / _____% of project total

SEDC (no more than 50% of project total) \$ _____ / _____% of project total

10. Has your company received grant funds from EDC in the past?

NO

YES, Date: _____ Amount: \$ _____

Describe the project that was funded: _____

By signing, I agree to be compliance with Historic District Improvement Grant Guideline, Section 4 (L) to complete the improvement project and agree that the business will be open within six (6) months from grant approval by the SEDC and Section 4 (M) Business will remain open and will not be sold or assigned so another person or entity for a period of two(2) years from the date of completion of the approved project.

Signature of Applicant

Date

Signature of Building Owner(s)

Date

-----END OF APPLICATION: THE FOLLOWING IS FOR EDC USE ONLY-----

COMPLETED & SIGNED APPLICATION RECEIVED BY SEDC ON: _____ (Date)

The EDC shall not spend more than 10% of the corporate revenues for promotional purposes. (Texas Local Government Code, Section 505.104)

Reviewed and scored by:

Main Street Manager _____ (Initial) _____ Date/ Score: _____

Main Street Advisory Board Chair: _____ (Initial) _____ Date/ Score: _____

EDC Executive Director: _____ (Initial) _____ Date/ Score: _____

Business Name: _____ Date of Application: _____

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All information on the following pages is FOR EDC USE ONLY:

Verification completed	Date	<input type="checkbox"/> In existence <input type="checkbox"/> Good standing
State Comptroller Filing Number Search Mycpa	Date	Filing Number:
Verification of non-profit status	Date	
Verification of no outstanding financial obligations to COS by business owner or building owner, no lawsuits against the COS or in any way parties to litigation against the COS.	Date	Notes:
Verification of current Inventory Tax payments	Date	
Building proof of ownership received	Date	Form of proof: If Building Owner is different from applicant: <input type="checkbox"/> owner has provided a signed letter authorizing the described project. <input type="checkbox"/> copy of lease
Applicant has provided additional required items: <input type="checkbox"/> Description of project <input type="checkbox"/> Pictures, paint colors, supporting documents <input type="checkbox"/> Proof of building permit from COS		
Texas Statute authorizing funding		Number:
Publish of Public Hearing Notice	Date	61 days after publish Date:
Public Hearing	Date	
EDC Board Agenda for Discussion and possible action to include: <input type="checkbox"/> Public Hearing <input type="checkbox"/> Application <input type="checkbox"/> Section 6 Evaluation & Criteria Standards scale for Board consideration	Date Item #	EDC Board Action: <input type="checkbox"/> Approved <input type="checkbox"/> Declined <input type="checkbox"/> Tabled <input type="checkbox"/> Other AVERAGE EVALUATION SCORE: _____/100
If project is \$10,000 or >: Presented to City Council for 1 st approval: (1 st of 2 readings)	Date Item #	City Council Action: <input type="checkbox"/> Approved <input type="checkbox"/> Declined <input type="checkbox"/> Tabled
Presented to City Council for 2 nd of 2 readings:	Date Item #	City Council Action: <input type="checkbox"/> Approved <input type="checkbox"/> Declined <input type="checkbox"/> Tabled
Notification of Applicant(s)	Date:	
Performance Agreement information sent to attorney:	Date:	Final Performance Agreement ready on date of:
Performance Agreement presented to EDC Board	Date: Item #	EDC Board Action: <input type="checkbox"/> Approved <input type="checkbox"/> Declined <input type="checkbox"/> Tabled
Performance Agreement presented to City Council	Date:	City Council Action:

	Item #	<input type="checkbox"/> Approved <input type="checkbox"/> Declined <input type="checkbox"/> Tabled
Funds Availability from EDC	Date of visit: _____	<input type="checkbox"/> Project site is visited by EDC and approved to be in accordance with description approved by Board

Business Name: _____ Date of Application: _____

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All information on the following pages is FOR EDC USE ONLY:

<p>SECTION 7: Funds Availability from EDC:</p> <p>61st day date: _____</p> <p>Final approval date: _____</p> <p>6 month deadline date: _____</p> <p>Notification of Completion from Applicant date: _____</p> <p>Site inspection date: _____</p> <p>When statement of compliance is heard by the Board, a motion to authorize funding will be considered for approval.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Work on site did not begin before approval from SEDC Board <input type="checkbox"/> Project site was visited during construction on dates of: _____ <input type="checkbox"/> At completion and within 90 days, +Applicant must send EDC Letter of WRITTEN NOTIFICATION of project completion, to include: <ul style="list-style-type: none"> <input type="checkbox"/> Statement of completion <input type="checkbox"/> Statement that project has been paid in full for all labor and materials <input type="checkbox"/> Proof of paid receipts/invoices for materials and labor <input type="checkbox"/> Permits <input type="checkbox"/> Inspection reports <input type="checkbox"/> Project photographs <input type="checkbox"/> Upon receipt of NOTIFICATION FROM APPLICANT, Project site is visited by EDC and approved to be in accordance with description approved by Board On the date of: _____ By: _____ NOTES: <input type="checkbox"/> Following site visit, If non-compliant a LETTER OF NONCOMPLIANCE must be sent to applicant, providing them 30 days to correct the areas of non-compliance. <input type="checkbox"/> Applicant is given a City of Sealy Vendor Packet to complete for processing of their funds. <input type="checkbox"/> Project was completed within 6 months of Board approval and business is open and operating. by 6 months after approval.
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Upon funding criteria being met, this page will be signed by the EDC Executive Director and the City Manager to process and release the funds to the applicant.

Applicant/Recipient Name: _____
will be paid \$ _____ for the completion of the Historic District Improvement Grant project in compliance with approved project description. **29-522-55590**

Executive Director SEDC

Date

Historic District Improvement Grant Policy & Guidelines:

Section 6. Evaluation and Criteria Standards.

Applicant Name: _____

EDC Board Meeting Date of Review: _____ Agenda Item # _____

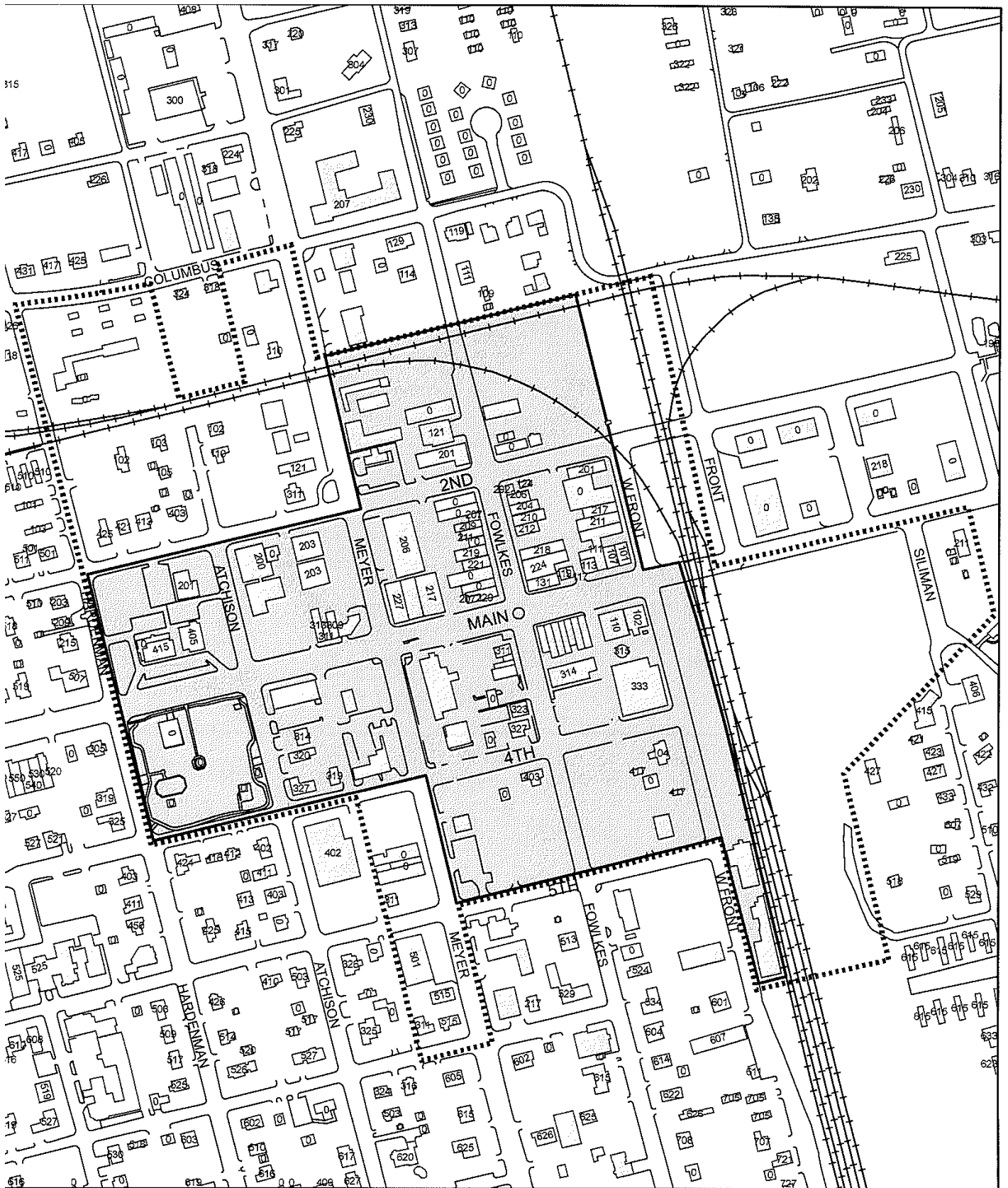
The following factors shall be considered in determining whether or not to award a grant. Grant applications should score a minimum of sixty (60) points to be considered for funding. A score of sixty (60) or more points does not guarantee funding. All funding is contingent on remaining funds availability.

The evaluation matrix is a guide to assist the SEDC in the evaluation process. The business Applicant does not need to address each criterion in the impact standard to receive the total number of allotted points. The criteria will be assessed and scored by the Main Street Manager, Chairman of the Main Street Advisory Board and the EDC Executive Director. The criteria within each impact standard are examples of the types of criteria the SEDC may consider:






Impact & Criteria	Possible Points	Awarded Points
<p>Visual Impact</p> <ul style="list-style-type: none"> • Improvement in the attractiveness of the location and the level of blight or deterioration removed; • Paint color/scheme chosen are tasteful and consistent with the Sealy Historic District; • Paint chips/sign, materials/landscaping, materials, drawings, pictures, examples are submitted with application and final project reflects what was submitted and approved; • Level of improvement's impact on overall appearance of facility; • Productive life of improvements. 	40	
<p>Economic Impact</p> <ul style="list-style-type: none"> • Amount of additional funding expended by business; • Appropriateness of business to overall economic development in the Sealy Historic District; • Mitigation of health and safety issues; • Reuse of vacant or underutilized property. 	40	
<p>Historical/Community Impact</p> <ul style="list-style-type: none"> • Level of historical significance of building/area being improved; • Level of value added to the community by the business; • Level of interest/desire for business in the community; • Level of attention to historical architecture (if applicable). • Improvement meets or exceeds ADA standards relevant to project. 	20	

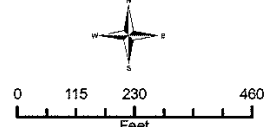
Evaluation & Criteria Standards Committee	TOTAL POINTS AWARDED
Main Street Manager	
Chairman of the Main Street Advisory Board	
EDC Executive Director	
TOTAL AVERAGE SCORE:	

NOTES OF ADDITIONAL POINTS TO CONSIDER:



Legend

-  Structures
-  Curbs
-  Railroads
-  Main Street Boundary
-  Downtown District



City of Sealy
Downtown District
&
Main Street Boundary



Produced By: City of Sealy GIS
Planning and
Community Development
Date: August 18, 2017
This product is for informational
purposes and may not have
been prepared or suitable for
legal, engineering, or surveying
purposes. It does not represent
an on-the-ground survey.

Select Applicable Statute	Statute number	Eligible Criteria:	Public Hearing Required	Performance Agreement Required
	501.101	<input type="checkbox"/> Project related to creation or retention of primary jobs <input type="checkbox"/> Found by Board to be suitable for the Development, retention or expansion on: <ul style="list-style-type: none"> <input type="checkbox"/> Manufacturing/ Industrial facilities <input type="checkbox"/> Research/ Development facilities <input type="checkbox"/> Military facilities <input type="checkbox"/> Transportation facilities, or infrastructure or parking adjacent to <input type="checkbox"/> Sewage disposal facilities <input type="checkbox"/> Recycling facilities <input type="checkbox"/> Air or water pollution control facilities <input type="checkbox"/> Facilities furnishing water to public <input type="checkbox"/> Distribution centers <input type="checkbox"/> Small warehouse facilities <input type="checkbox"/> Primary job training facilities for use by institutions of higher education <input type="checkbox"/> Regional or national corporate headquarters facilities 	NO	NO
	501.102	<input type="checkbox"/> Project related to job training for the promotion of development and expansion of business	NO	YES
	501.103	<input type="checkbox"/> Infrastructure necessary to promote or develop new or expanded business enterprises limited to: <ul style="list-style-type: none"> <input type="checkbox"/> Streets & roads <input type="checkbox"/> rail spurs <input type="checkbox"/> water, sewer electric or gas utilities <input type="checkbox"/> drainage, site improvements & related improvements <input type="checkbox"/> Telecommunications improvements <input type="checkbox"/> Internet improvements 	NO	YES
	501.104	n/a – Military Base	n/a	n/a
	501.105	<input type="checkbox"/> improvement to a Career Center not located in a taxing jurisdiction of a junior college district for improvements to land, buildings, equipment, facilities and improvements	NO	YES
	501.151	<input type="checkbox"/> use of tax revenue to create job training	YES	YES
	505.152	<input type="checkbox"/> land, buildings, equipment, facilities, improvements for: <ul style="list-style-type: none"> <input type="checkbox"/> Professional & amateur sports <input type="checkbox"/> Children's sports <input type="checkbox"/> Entertainment <input type="checkbox"/> Tourists <input type="checkbox"/> Convention <input type="checkbox"/> Public park <input type="checkbox"/> Stadiums <input type="checkbox"/> Ball parks <input type="checkbox"/> Auditorium, Amphitheater, concert hall <input type="checkbox"/> Open space improvements <input type="checkbox"/> Museums <input type="checkbox"/> Exhibition facilities 	YES	YES

Select Applicable Statute	Statute number	Eligible Criteria:	Public Hearing Required	Performance Agreement Required
		<input type="checkbox"/> RELATED store, concession, parking, restaurant to any one of the above		
	505.153	<input type="checkbox"/> Affordable Housing	YES	YES
	505.154	<input type="checkbox"/> Project related to Water supply & water conservation facilities	YES	YES
	505.155	<input type="checkbox"/> Project related to BUSINESS ENTERPRISES THAT CAN CREATE OR RETAIN PRIMARY JOBS <ul style="list-style-type: none"> <input type="checkbox"/> To provide public safety facilities <input type="checkbox"/> Streets, roads <input type="checkbox"/> Drainage <input type="checkbox"/> Demolition of existing structures <input type="checkbox"/> General municipally owned improvements <input type="checkbox"/> ANY OTHER PROJECT THE BOARD DETERMINES PROMOTES OR DEVELOPS NEW OR EXPANDED BUSINESS ENTERPRISES THAT CAN CREATE OR RETAIN PRIMARY JOBS 	YES	YES
	505.156	<input type="checkbox"/> Type B corporation authorized to be created by a municipality funding business enterprises that have not in the preceding two (2) fiscal years, received more than \$50,000.00 in revenues from sales and use taxes imposed under this chapter <input type="checkbox"/> The governing body of which has authorized the project by adopting a resolution only after giving two (2) separate readings conducted at least one week apart	YES	YES
	505.1561	n/a – Projects related to Airport Facilities	n/a	n/a
	505.157	n/a – Projects related to Landlocked Communities with a population of two million, or more, with less than 100 acres of ETJ land for the development of manufacturing or industrial facilities	n/a	n/a
	505.158	<input type="checkbox"/> Project related to Business Development in a small municipality of less than 20,000 population with a Type B corporation.(includes land, buildings, equipment, facilities, expenditures, targeted infrastructure & improvements found by the Board to promote new or expanded business development)	YES	YES

If project is more than \$10,000.00, Council must authorize it TWICE, in TWO SEPARATE READINGS, & ADOPT a RESOLUTION