



# **BUSINESS GRANT APPLICATION**

**Applications due by the third (3rd) of every month.**

**Awards will be announced the end of each month.**

**La Porte Urban Enterprise Association  
Business Grant Application**

DATE: \_\_\_\_\_

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
CONTACT NAME & TITLE

\_\_\_\_\_  
PHYSICAL ADDRESS

CITY

STATE

ZIP

\_\_\_\_\_  
MAILING ADDRESS (IF DIFFERENT)

CITY

STATE

ZIP

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
PHONE

**TOTAL GRANT AMOUNT:** \$ \_\_\_\_\_

**BRIEF PROJECT DESCRIPTION:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ESTIMATED PROJECT COST:** \$ \_\_\_\_\_ **PROJECT TIMELINE:** \_\_\_\_\_

**HOW MANY EMPLOYEES WORK AT THIS LOCATION?** \_\_\_\_\_

**HOW MANY EMPLOYEES RESIDE WITHIN THE ENTERPRISE ZONE?** \_\_\_\_\_

**HOW MANY JOBS WILL BE CREATED/ RETAINED AS A RESULT OF THIS PROJECT?** \_\_\_\_\_

The information in this application submitted by the undersigned is true and correct to the best of my knowledge. Each document is a true and correct statement of the present state of affairs of the grantee and/or applicant. The undersigned authorizes the La Porte Urban Enterprise Association to check any and all references to verify the validity of the aforementioned information contained in this document. I also give permission for the use of the business name and photographs that may be taken by the LPUEA or a representative for media purposes.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Please return completed application to the LPUEA c/o Mary Jane Thomas, 7637 N. Kankakee Trail, Rolling Prairie, Indiana 46371. Should you have any questions, please call Mary Jane Thomas at (219) 210-1857.

## **La Porte Urban Enterprise Association Business Grant APPLICATION**

**Introduction** - The City of La Porte Urban Enterprise Association (hereinafter referred to as LPUEA) desires to financially assist La Porte Urban Enterprise Zone Businesses in the exterior rehabilitation of their building or property. Funds are available in the form of a grant to all qualifying applicants. The LPUEA will reimburse 50% of the eligible costs not to exceed \$10,000.00, with a minimum project cost of \$2,000.00.

**Purpose** – The Business Grant Program is intended to promote visual improvements, historic preservation and structural integrity within the La Porte Enterprise Zone business community.

**Eligibility** – The business improvement must be physically located and operating within the La Porte Urban Enterprise Zone. All taxes and zone contributions must be current, and the applicant can have no history of significant code violations. The LPUEA will consider an application from either a current or past beneficiary each calendar year. Priority consideration will be given to:

1. Enterprise Zone Businesses which own and operate a business out of the building that is to be improved;
2. Commercial/Retail Store fronts (includes expansions);
3. Industrial Office and Manufacturing (includes expansions); and
4. New Construction

### **Terms**

1. **Applications must be approved in writing before work is initiated.**
2. Three (3) cost estimates, two, from La Porte County vendors must accompany the application. Applicants may choose the quote to use for the project. The LPUEA will pay 50% of the chosen quote with a limit of \$10,000.00. A before photo of project site is to be submitted with the application. **All photos are to be mounted on an 8.5” x 11” paper with a description of the pictures included on the sheet.** If a La Porte County vendor is unable to provide an estimate, please document on the application.
3. If the project requires a building permit, a contractor that is licensed with the City of La Porte is required to do the work. This contractor must also be bonded and insured. The work must be performed in compliance with all applicable City of La Porte codes and ordinances.
4. The applicant shall have no more than one year to complete all authorized work. Once all work described in the approved application is completed, the applicant will receive reimbursement.
5. LPUEA will rebate the successful applicant after work is completed and successful inspection by the LPUEA Board and/or staff, submission of paid in-voices (**no cash payments**), copy (front & back) of cancelled check(s), receipt of executed W-9 form and an **“after” photo. All photos are to be mounted on an 8.5” x 11” paper with a description of the pictures included on the sheet.**

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6. Applicants rehabilitating historic structures, as identified in the La Porte County Interim Report, must make exterior improvements in keeping with the historic character of the structure.
7. The LPUEA will fund parking lot improvements if permanent landscaping is part of the project. Examples of eligible projects include are:
  - a. Exterior painting, cleaning or tuck pointing
  - b. Historic rehabilitation
  - c. Awnings
  - d. Windows and exterior doors
  - e. Sidewalks, excluding the BID
  - f. Signage/repair
  - g. Landscaping
  - h. Windows
  - i. Door replacement
  - j. Lighting
  - k. Removal of historically inappropriate materials from facades
  - l. Other projects approved by the LPUEA Business Committee and Board

**Roofs are not eligible.**

8. Properly registered contractors who own the property or business applying may receive up to a 50% rebate of approved project materials only.

**Application and Approval Regulations**

1. Eligible business submits application to LPUEA office for staff review and processing.
2. LPUEA Business Committee acts approving, modifying or denying the application.
3. The Business Committee submits a grant recommendation to the full LPUEA Board.
4. Full Board approves or denies the recommendations
5. All applicants are notified in writing of approval/denial.
6. Businesses are awarded the grants within the limits of the annual budget.

If demand exceeds funds, projects may be approved or denied using criteria such as: jobs created, number of EZ residents employed, and structural vs cosmetic improvements, location and overall project costs. The LPUEA reserves the right to modify grant requirements based on unique circumstances. All decisions are final.