



# **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: \_\_\_\_\_

\_\_\_\_\_  
APPLICANT'S NAME

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

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

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP

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

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
PHONE

Federal ID No. \_\_\_\_\_

TOTAL GRANT AMOUNT REQUESTED: \$ \_\_\_\_\_

TOTAL PROJECT AMOUNT: \$ \_\_\_\_\_

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

ESTIMATED PROJECT COST: \$ \_\_\_\_\_ PROJECT COMPLETION  
DATE: \_\_\_\_\_

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?  
\_\_\_\_\_

Have you previously received a grant from LPUEA?

No

Yes.

If yes, list the year(s): \_\_\_\_\_

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 situation of the grantee and/or applicant. The undersigned authorizes the La Porte Urban Enterprise Association to check 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, 801 Michigan Ave., La Porte, IN 46350 or email to [tcasey@cityoflaportein.gov](mailto:tcasey@cityoflaportein.gov). Should you have any questions, please call (219) 362-8260.

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. Work cannot begin until after written notification of an award being made is received by the applicant.
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.

6. In exchange for the Grant provided by the La Porte Urban Enterprise Association, Inc., the Grantee agrees, along with the Grantee’s heirs, successors, and assigns, to maintain ownership of the Property for a minimum term of three (3) years after the improvements are completed (the “Recapture Period”). If the Grantee continues to maintain ownership of the Property during the Recapture Period, repayment of the Grant will be forgiven. Should ownership of the Property be sold, rented, or transferred, or abandoned during the three (3) year period after the Grant is paid to the Grantee, the Grantee agrees to repay the Grant to the La Porte Urban Enterprise Association, Inc.
7. 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. A Certificate of Appropriateness is required when the Business Grant Application is submitted.
8. 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 (A sign permit may be required.)
  - 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 BoardRoofs 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.

FOR OFFICE USE ONLY:

Action Taken:            Approved.  
                                   Modified.  
                                   Denied.

Date Action Taken: \_\_\_\_\_

Amount of Grant to be Paid: \_\_\_\_\_

Date of Final Inspection: \_\_\_\_\_

Date Grant Paid: \_\_\_\_\_