

BudaTx Economic Development Corp.

Buda Central Downtown District Signage, Awning, and Façade Improvement Grant Program

The Downtown Buda Signage, Awning, and Façade Improvement Grant Program is part of the Buda Economic Development Corporation's Plan of Work, and is designed to improve the aesthetics of the downtown district, which will result in additional business activity in the downtown corridor.

For the purposes of this program, the Central Downtown District will be defined as commercially-zoned properties that are facing either Main Street or Railroad Street commencing at the north railroad crossing and ending at the intersection of FM 2770 and Main Street. Exhibit A provides detailed map with the Central Downtown District highlighted in blue. Projects located outside the Central Downtown District will not be considered for participation in the Signage, Awning, and Façade Improvement Grant Program at this time. The Buda Economic Development Corporation Board of Directions may extend the geographic area at their discretion.

The Central Downtown District Signage, Awning, and Façade Improvement Grant program is sponsored by, funded, and monitored by the Buda Economic Development Corporation Board of Directors who may amend, adjust, or eliminate the program at any time. The grant award decisions of the Buda Economic Development Corporation Board of Directors are final.



Exhibit A

The Buda Economic Development Corporation has determined that the signage, awning, and façade improvement grant program will provide for new and expanded business development in the following ways:

- Improve aesthetics of Central Downtown District
- Increase Business Traffic to Existing Businesses through improved signage and visible improvements
- Encourage additional investment in the Central Downtown District by Business and Property Owners

Scope

The Buda Economic Development Corporation has allocated \$30,000.00 for this program for the remainder of FY 2015-16. Grants are competitive and will be awarded on a first come first served basis until funds are depleted.

Applications need to be submitted by 5 pm on the 23rd of each month in order to be listed on the next month's Board of Directors agenda for consideration. Applicants whose grant was denied may reapply in thirty (30) days, if their application has changed to address the reasons for grant denial. Due to the durability of materials and warranties, applicants may not reapply for signage or awning grants for the same property until forty-eight (48) months from the completion date of the approved grant. Façade Improvement grant applicants may not reapply for an additional façade improvement grant until thirteen (13) months from the completion date of the approved grant.

Grants are to be used only for commercial property. If the property is zoned for both residential and commercial use, grant funds and matching funds may only be used for commercial property portion of the property. Grants may not be used for the construction of new buildings.

Work must not commence on any projects seeking grant funds until the grant has been approved by the Board of Directors. Work must be completed within one hundred eighty (180 days) from the approval of the grant.

A certificate of design compliance from the Historical Preservation Commission must be submitted with all grant applications. Grants will not be reviewed by the Board of Directors without a Certificate of Design Compliance.

Tenants must have authorization from the property owner in order to apply for a grant and for the improvements proposed for completion. If a property receives a façade improvement or awning grant and the property is sold within thirty-six (36) months of the completion of the grant, the amount of the grant must be repaid to the Buda EDC on the following pro-rata basis:

Sold within 12 months of grant completion - 100% repayment of grant funds
 Sold within 13-24 months of grant completion – 75% repayment of grant funds
 Sold within 25-36 months of grant completion – 50% repayment of grant funds

A business plan must be submitted with all applications for grant funds. The Buda Economic Development Corporation can provide assistance and resources with creating a business plan if necessary. The Buda Economic Development Corporation wants to insure the success of all applicant businesses and the requirement of a business plan can help insure this success.

Signage Grant Regulations

The Buda Economic Development Corporation will provide a grant in the amount of 75% of the cost of new signage, new signage installation, and removal of existing signage in an amount not to exceed \$900 per applicant.

New Signage must be approved by the Historical Preservation Commission. The Buda Economic Development Corporation requires that all similar existing signage be removed. Applicants may request an exemption regarding the existing signage, which will be determined by the Board of Directors on a case by case basis.

Signage grant funds may be utilized for signage that is mounted flush along building facades and hanging signs that are attached to buildings facades. Signage grant funds may not be utilized for any pole signage. Under awning signage for most buildings is discouraged, but will be considered on a case by case basis by the Board of Directors.

All signage must include a minimum of two different colors, with the preference of three different colors in a manner sufficient to attract the appropriate amount of business. Black and white signage will be required to include an accent color. Signage that is reflective of Buda's history and character is strongly encouraged over the usage of simple signage.

PREFFERED SIGNAGE EXAMPLES



DISCOURAGED SIGNAGE EXAMPLES



Two bids for new signage and existing signage removal must be included with the application. Signage bids must be from a business with substantial experience in creating and installing signage. One bid must be from a local (78610 zip code) business.

Awning Grant Regulations

The Buda Economic Development Corporation will provide a grant in the amount of 75% of the cost of new awning, new awning installation, and removal of existing awnings in an amount not to exceed \$5,000 per building.

New Awnings must be approved by the Historical Preservation Commission. The Buda Economic Development Corporation requires that all existing awnings be removed.

Awning grant funds may be utilized for awnings that are either cloth or metal and are freestanding once attached to the building. Installations of corrugated tin awnings are expressly prohibited from being awarded grant funds. Awnings with support poles will not be eligible for this grant. Grant funds can be utilized to make improvements to building façade to support freestanding awning. Awnings must extend a minimum of three (3) feet from the building façade to provide ample sun coverage on sidewalks. Awnings that extend at least four feet from the building façade are strongly encouraged.

The purpose of the awning program is to improve the overall look of downtown Buda and create a more cohesive downtown district. Awnings must be one solid color and be within the following colors: Dark Brown, Dark Grey, Forest Green, Navy, or Black.

Two bids for new awnings and existing awning removal must be included with the application. Awning bids must be from a business with substantial experience in creating and installing awnings.

Façade Improvement Grant Regulations

The Buda Economic Development Corporation will provide a matching fund grant in an amount not to exceed \$5,000 per building for façade improvements. The amount of matching grant funds will be determined by the amount of linear feet of building frontage facing the main roadway for the building. The Buda Economic Development Corporation Board of Directors will determine the main roadway for buildings located on lots fronted by more than one roadway. Main Street and Railroad Street will be the primary roadways utilized for the purpose of this grant.

Funds for exterior improvements will be \$50.00 per linear foot of façade frontage visible from the main street the property faces, per lease year (initial term only). For businesses purchasing a property, a lease term of 5 years shall be used for the purposes of calculating eligible grant funds. Matching funds of \$0.50 per \$1.00 of grant funds must also be provided by grant applicant. Please see Exhibit B to determine amount of grant funds available and matching fund requirement.

EXHIBIT B

EXTERIOR FRONTAGE	1-Year Lease	<i>Required Match</i>	2-Year Lease	<i>Required Match</i>	3-Year Lease	<i>Required Match</i>	4-Year Lease	<i>Required Match</i>	5-Year Lease	<i>Required Match</i>
10 LF	\$500	\$250	\$1,000	\$500	\$1,500	\$750	\$2,000	\$1,000	\$2,500	\$1,250
20 SF	\$1,000	\$500	\$2,000	\$1,000	\$3,000	\$1,500	\$4,000	\$2,000	\$5,000	\$2,500
25 LF	\$1,250	\$625	\$2,500	\$1,250	\$3,750	\$1,875	\$5,000	\$2,500	\$5,000	\$2,500
30 LF	\$1,500	\$750	\$3,000	\$1,500	\$4,500	\$2,250	\$5,000	\$2,500	\$5,000	\$2,500
50 LF	\$2,500	\$1,250	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500
75 LF	\$3,750	\$1,875	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500
100+ LF	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500

Façade Improvements must be approved by the Historical Preservation Commission and a Certificate of Design Compliance be presented with all applications.

Façade grant funds may be utilized for the following purposes:

- Visible exterior improvements such as storefronts, display windows, or architectural lighting
- Exterior enhancements that improve or create additional outdoor space for customer use
- Removal of elements that cover original architectural design and details
- Overall replacement of architectural design elements that have structural deficiencies
- Demolition required to facilitate approved façade improvements
- Improvements that enhance access and address ADA compliance issues
- Painting, as part of a more comprehensive improvement project – painting of exposed original bricks is not eligible under this program.
- Removal of paint to expose original brick façade

Façade grant funds may not be utilized for the following purposes:

- Physical or visual removal of architecturally important features
- Installation of aluminum or vinyl siding
- Painting, when not associated with other improvements
- Any service provided by a contractor not registered with the City of Buda, unless the project does not require a registered contractor.
- Routine maintenance activities that are part of normal property ownership
- Construction of new buildings
- Improvements to properties that are residential or improvements to any portions of property that are residential
- Landscaping
- Statues, fountains, or planters

Routine maintenance consists of recurring work a building owner does to keep an entire building or each system in a building, in ordinarily efficient operating condition. This includes: inspection, cleaning, and testing of the building structure or each building system; and replacement of damaged or non-working parts with comparable available replacements.

Two bids from registered contractors are required and must be included with the application. If contractors are not required to be registered, two bids from experienced professionals must be submitted. For information about whether or not a contractor needs to be registered contact Development Services at 512.312.5745.

Applicants are required to expend all matching funds prior to receiving grant funds. Upon notification from the applicant that work has been completed in a satisfactory manor, the applicant may request expenditure of grant funds. Grant funds may be expended at 50% of project completion and 100% project completion. The applicant may request that grant funds be paid directly to contractors. If grant

funds are paid directly to the applicant, the applicant must provide sufficient evidence within ten (10) business days of receiving funds that they have been expended to contractor. Sufficient evidence shall include a copy of the check issued to contractor and a signed invoice indicating amount paid and check number from the contractor.

Buda Central Downtown District Signage, Awning, and Façade Improvement Grant Program Application

Please submit a separate application for each type of grant. Combined applications will not be accepted. Applications must include a copy of business plan, a copy of certificate of design compliance, and two bids from appropriate businesses/contractors. Incomplete applications will not be presented to the Board of Directors for review. Applications must be completed in their entirety by the 23rd to be considered on the next month's agenda.

Type of Grant		<input type="checkbox"/> Signage	<input type="checkbox"/> Awning	<input type="checkbox"/> Façade Improvement
Date:		Grant Funds Requested:		
Applicant Name:		Matching Funds:		
Applicant Business:				
Type of Business:		Hours of Operation:		
Number of Employees:		Full Time	Part Time	
Does the Business Generate Taxable Sales?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Member of Downtown Merchants Group	<input type="checkbox"/> Member of Buda Chamber of Commerce	
Number of Years In Business:		Business Owner(s):		
Business Address:				
Business Phone Number:		Business Email:		
Business Website:				
Property Owner(s):				
Names of Contractors/Companies Supplying Bids:				
Description of Project:				
Source of Matching Funds:				
Primary Project Contact:				
Phone Number:		Email Address:		
Additional Information About Project:				

I, _____, acknowledge that I am receiving a grant from the Buda Economic Development Corporation. I, _____, also acknowledge that myself and my business, _____, have read the requirements for receiving grant funds and will follow all the restrictions as required as part of the grant program. If I am found in violation of terms of the grant program, I understand that I will be required to repay all expended grant funds. I also understand that I sell the property within thirty-six (36) months of grant completion I will be required to repay the Buda Economic Development Corporation all or some of the grant funds expended as detailed in the program guidelines.

Signature, Grant Applicant Date

State of Texas
County of _____

_____, personally appeared before me, and being first duly sworn declared that he/she signed this application in the capacity designated, if any, and further states that he/she has read the above application and the statements therein contained are true.

Notary Public's Signature

(Personalized Seal)

FOR OFFICE USE ONLY	Date Received:	<input type="checkbox"/> Application 100% Complete <input type="checkbox"/> Two Bids Submitted <input type="checkbox"/> Certificate of Design Comp. <input type="checkbox"/> Business Plan	
Board Meeting Date:	Applicant Notified of Meeting Date:	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Award Date:	Completion Deadline:	Date Completed:	

Property Owner Authorization

(This portion of the application must be completed if applicant is not the property owner)

I, _____, hereby affirm that I am the owner

of property located at _____, Buda, TX, give my authorization

for _____ to make the improvements

outlined and described in the attached Grant application.

Signature, Property Owner

Date

State of Texas

County of _____

_____, personally appeared before me, and being first duly sworn declared that he/she signed this application in the capacity designated, if any, and further states that he/she has read the above application and the statements therein contained are true.

Notary Public's Signature

(Personalized Seal)

Acknowledgement of Repayment Penalties for Employing Undocumented Workers

Section 2264.051 of the Texas Government Code requires that Economic Development Corporations put certain language in any agreement involving public subsidies to businesses. The language must specify that the business does not and will not knowingly employ an undocumented worker. The language must also require repayment of the subsidy with specified rate and terms of interest if the business is convicted of federal immigrations violations under 8 U.S. Code Section 1324a(f).

I, _____, acknowledge that I am receiving a grant from the Buda Economic Development Corporation. I, _____, also acknowledge that myself and my business, _____, does not and will not knowingly employ an undocumented worker. If I, _____ or my business, _____, is convicted of federal immigrations violations under 8 U.S. Code Section 1324a(f) within three (3) years of receiving a grant from the Buda Economic Development Corporation, I will be required to repay the entirety of the grant funds plus interest at the annual interest rate of 6% from the date of violation until paid.

Signature

Date