



Buda Business Development Program  
2022

**1. PURPOSE**

The purpose of the Buda Business Development Program is to assist relocating, new or existing Buda-based small business to achieve growth, and expansion by promoting new development, business expansion, and renovation of existing buildings/businesses in accordance with the City of Buda building regulations.

**2. AMOUNT**

Grants up to \$10,000 per business, per year, may be awarded to eligible Buda businesses based on actual demonstrated need.

**3. TYPES OF GRANTS**

- 3.1 Building Restoration
- 3.2 Marketing
- 3.3 Workforce Development
- 3.4 Extenuating Circumstances

**3.1 Building Restoration**

**3.1.1 Exterior grant** - funding of well-designed improvements to façade (exterior) fronts of a business. The purpose is to create a more attractive image while making it more accessible for customers and the community to enjoy. *Some eligible projects can include attached building signage, building entrances, doors, painting, windows, awnings, brick repointing, stone, and improvements to prevent crime (e.g. night-time lights or streetlights).*

**3.1.2 Interior grant** - funding for interior renovations and improvements that are permanent to the building. *Some eligible projects can include repairs to ceiling, grease trap, accessibility improvements for persons with disabilities, upgrades to electrical and plumbing systems, and new tenant space build out.*

**3.2 Marketing Grant**

These grants support marketing efforts to increase business and achieve greater return on investment. This grant could cover costs for marketing and advertising, or new or improved.

Most signage will be considered as long as Buda Signage Regulations are followed. Buda must be present on the marketing materials. Examples are “Made in Buda,”; “Proudly Rooted in Buda,”; “Born in Buda,”; “Buda Business,” or, “Buda Made.”

### **3.3 Workforce Development Grant**

The grant can provide funding for skill training or certification to support your new existing employees.

### **3.4 Extenuating Circumstances**

This grant is to assist businesses with less than 50 employees with extenuating circumstances out of their control. This grant can help support retention issues, rent payments, increased cost of supplies, or new FF&E due to proven hardships.

## **4. GRANT APPLICATION**

Each grant applicant must demonstrate in its application, with supporting documentation, how a grant award would promote new or expanded business development in Buda. The board or its designated representative will decide each grant application on a case-by-case basis after considering: completeness of application, including supporting and relevant documents; business issues that apply to a specific grant category; market conditions affecting the nature of the applicant business; and other eligibility criteria as identified by the board. Grants are competitive and will be awarded on a first come/first serve basis until funds are depleted. Tenants must have authorization from the property owner to apply for a grant that includes improvements. The grant award decisions of the Buda Economic Development Corporation Board of Directors are final.

## **5. (BASIC) ELIGIBILITY REQUIREMENTS**

5.1. Businesses must be located within the City Limits of Buda, Texas or in its ETJ.

5.2 The proposed project if applicable must comply with applicable regulations, city-approved planning studies, comprehensive plan designations, City Ordinances, Building Codes, and the Americans with Disabilities Act.

5.3 Grant applicants must supply at least 1 estimate for proposed work. Preference to local contractors.

- 5.4 All bills, charges, or taxes due to the city of Buda must be current.
- 5.5. Tenant must provide a written authorization from the property owner to obtain any grant affecting tenant's leased premises.
- 5.6. This grant excludes national franchise(s) unless the franchise owner resides in Buda or its ETJ.
- 5.7. This grant excludes home based businesses if businesses have an annual gross revenue total less than \$20,000.
- 5.8. All grant recipients shall sign a performance agreement with the Buda EDC.
- 5.9. Businesses must stay open in Buda one year from the date of the businesses grant completion. Businesses that fail to comply must repay 100% of the grant funds received.

## **6. BOARD OVERSIGHT AND DISCRETION**

The Buda Business Development Program is sponsored, funded, and monitored by the Buda Economic Development Corporation Board of Directors who may amend, adjust, or eliminate the program at any time.

In granting any grant award, the Board must find that the grant to the business will promote new or expanded business development within the City of Buda or its jurisdiction. The grant award decisions of the Buda Economic Development Corporation Board of Directors are final.

## **7. APPLICATION PROCESS**

### **If you are applying for the following**

*Note: Building Restoration* > First please submit a request through the city to get the correct permit > [City submission process for permits on project](#).

7.1 Submit application online

7.2 Review by incentive committee

7.3 Applications submitted prior to the 25<sup>th</sup> of each month will be reviewed and approved during the following month's BEDC board meeting. BEDC board meetings are held on the second Monday of each month.

Notes:

*The applicant must agree that, in the event of default of its obligations, the applicant shall repay to the BEDC the amount of grant funds it has received. The form of such payment shall*

*be a cashier's check or money order, made payable to the Buda Economic Development Corporation.*