



214 E. Main Street  
Cuero, Texas 77954  
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### ***FAÇADE GRANT***

Please complete and return with necessary attachments to the CDC office, 214 E. Main St., five (5) days before the Board of Director's monthly meeting, which is held the 3<sup>rd</sup> Tuesday of every month. If you have any questions, please contact the CDC Executive Director at 361-275-8178. For those applicants located in the Historical District who have questions related to the Texas Historical Commission's recommended guidelines, please consult with the Main Street Manager at 361-485-8008. This is a cost reimbursement program.

**Grant applications will not be considered if work has already started on the project. Board must receive application and be approved before project starts for reimbursement.**

#### **Proof of Sales Tax Payment Requirement**

To be eligible for the Façade Grant, the applicant must provide proof of regular sales tax payments to the City of Cuero, if applicable. This requirement ensures that the business contributes to the local economy. Acceptable proof includes sales tax returns or payment receipts from the Texas Comptroller's Office showing the allocation of sales tax to the City of Cuero.

**Front Façade** \_\_\_\_\_ **Rear Façade** \_\_\_\_\_ **Side Façade** \_\_\_\_\_  
(Check all that apply)

#### **APPLICANT**

Name: \_\_\_\_\_

Business name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Physical building address (if different than mailing): \_\_\_\_\_

Number of years in business at current location: \_\_\_\_\_ Year built: \_\_\_\_\_

Total jobs to be created or retained: \_\_\_\_\_

**BUILDING OWNER** (if different than applicant)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Email address: \_\_\_\_\_

**ELIGIBLE EXPENSES:**

- Complete façade rehabilitation
- Exterior painting that incorporates a major visual change (maintenance painting does not apply)
- Significant masonry cleaning and/or restoration
- Exterior treatments such as brick, tile, stucco, stone, wood, or siding
- Removal/replacement of inappropriate or incompatible exterior finishes or materials
- New or enhanced exterior building lighting that creates a noticeably enhanced appearance (replacement of current lighting that does not significantly enhance the appearance of the building, such as replacement of inoperable fixtures, is considered to be maintenance and is not eligible)
- Door/window/storefront system/trim replacement or repair if a part of an overall rehabilitation project (general building maintenance repairs do not qualify)
- New or restored façade elements, such as cornices, soffits, canopies, and other detail elements

**ELIGIBILITY REQUIREMENTS AND GUIDELINES:**

- Facility must be located within the City of Cuero, Texas
- Applicant must have a Texas Business Taxpayer Number
- The applicant must not begin any improvements prior to receiving written approval of grant funding from the Cuero Development Corporation
- There must be a business currently operating in the facility or have a plan for opening in the next 6 months.
- The owner of a business operating within a leased facility and the owner of the facility must apply jointly for the incentive. Copies of a lease agreement and proof of ownership of the leased facility shall be required.
- Facility must be in full compliance with all applicable zoning, land use, and other ordinances
- Zoning for the project property must be commercial. No grants will be provided for residential structures.
- The applicant must provide proof of ownership of the business, or proof that the owner of the business has approved the application for the grant funds
- The business must be in operation a minimum of 40 hours per week and open to the general public
- If approved, funds will only be disbursed after completion of the project in accordance with drawings and specifications approved by the Cuero Development Corporation (CDC), and after the applicant submits to CDC proof of paid receipts for all applicable labor and materials. Five (5) photographs of the completed work shall also be required (high-resolution color prints and snapshots are acceptable).
- The applicant shall be obligated to make the improvements in accordance with the application submitted to and approved by the CDC Board of Directors.
- The applicant shall be responsible for obtaining all applicable permits related to the proposed project. Copies of all permits related to the improvement project are to be included with the application package.
- The improvements, as presented in the application, must be completed in their entirety. Failure to complete all of the stated improvements shall render the applicant ineligible to receive reimbursement.
- Upon approval of a grant application, and during the construction of the improvements, a representative or representatives of the CDC shall have the right, at reasonable times, to have access to and inspect the work in progress.

- The applicant shall not begin any improvements prior to receiving written approval of grant funding from the CDC.
- The applicant must complete the improvement project within twelve (12) months of receiving written approval therefore from the CDC. Failure to complete the improvements within the required time period will result in the loss of the grant funds allocated for the proposed project.
- The applicant must agree to remain in business and to not sell or assign such business to another person or entity for a period of twenty-four (24) months from the date of disbursement of the grant funds.
- Approval of all applications shall be with the understanding and agreement that, in the event the business (applicant) fails to remain open, or the business or property is sold or transferred, within twenty-four (24) months after the disbursement of the grant funds, the applicant shall be considered in default of its obligations under the grant and shall be required to reimburse the CDC the grant money received.
- All applications must have a minimum of three (3) bids from qualified contractors in order to substantiate the projected cost of the proposed project. Please note that the use of Cuero-based vendors is strongly encouraged.
- All applications must be approved by a majority vote of the Board of Directors of the CDC.
- All applicants shall be notified in writing of the CDC's decision to approve or disapprove the application.

Total cost of proposed façade grant project: \$ \_\_\_\_\_

Amount of façade grant requested (50% of total cost above with a \$10,000 max): \$ \_\_\_\_\_

**DESCRIPTION OF PLANNED IMPROVEMENTS FOR FAÇADE PROGRAM AND PROJECTED RESULTS**

Empty box for description of planned improvements and projected results.

**Required Attachments**

- Bids from contractors/suppliers you intend to utilize
- Map of project location
- Copies of all permits related to the improvement project are to be included with the application package.

**Upon/At Approval**

- Completion of Performance Agreement
- Exhibit B – Condition of Receipt of Public Subsidies/Agreement Regarding Repayment of Interest

**Before Reimbursement**

- All work shall be complete
- Statement from Contractors that work is complete
- Copies of cancelled checks/credit card receipts/ACH
- Completed W-9 Form
- Completed Conflict of Interest Form
- Five (5) photographs of the completed work shall also be required (high-resolution color prints and snapshots are acceptable).

A picture of the check presentation in the local newspaper and social media is a requirement for participation. The CDC will provide a sign to place at your business while work is in progress stating this business has received a grant from CDC. This sign will be returned at end of project.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property owner signature (if different from applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
CDC Receipt of completed application

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by CDC Board of Directors

\_\_\_\_\_  
Date

Facade Grant Submission Checklist for applicant. Please initial beside each box.

- Facility is located within the City of Cuero, Texas.
- Applicant has a Texas Business Taxpayer Number.
- No improvements have begun prior to receiving written approval from the Cuero Development Corporation (CDC).
- A business is currently operating in the facility, or there is a plan to open within the next 6 months.
- If the business is in a leased facility, both the business owner and property owner have applied jointly, with lease agreement and proof of property ownership included.
- Facility complies with all applicable zoning, land use, and other ordinances.
- Project property is zoned for commercial use (no grants are provided for residential structures).
- Proof of business ownership, or approval from the property owner to apply for grant funds, is included.
- Business operates at least 40 hours per week and is open to the general public.
- The project will be completed according to the approved drawings and specifications, and proof of paid receipts for all labor and materials will be submitted, along with five (5) photographs of the completed work.
- Applicant agrees to complete improvements in accordance with the submitted and approved application.
- All applicable permits related to the project have been obtained and included in the application package.
- Applicant agrees to complete all improvements as presented in the application; incomplete projects will not be eligible for reimbursement.
- Applicant agrees to allow CDC representatives to inspect the work during construction, if requested.
- Improvements will be completed within 12 months of receiving written approval from the CDC; otherwise, grant funds will be forfeited.
- Applicant agrees to remain in business and will not sell or transfer the business or property within 24 months of receiving grant funds, or will be required to repay the grant.

Application includes at least three (3) bids from qualified contractors to substantiate project costs, with a preference for Cuero-based vendors.

For office use:

Application has been approved by a majority vote of the CDC Board of Directors.

Applicant has been notified in writing of the CDC's decision to approve or deny the application.