



Local Business Grant Program Application

To be considered for a grant from the Sachse Local Business Grant Program, this application must be filled out and completed in its entirety. Once completed, submit to the City of Sachse staff via email (economicdevelopment@cityofsachse.com) or by delivering to:

Sachse Economic Development
 3815 Sachse Road, Building B
 Sachse, Texas 75048

In addition to this completed application, the applicant must provide all attachments as identified below.

If different than applicant, the landlord and/or property owner is required to sign this application in order to be considered complete.

Incomplete applications, or those with missing attachments or landlord/property owner consent will not be considered.

Sachse Local Business Grant Program Application	
Name of applicant:	
Name of business entity:	
Type of business entity: <small>(non-profit, corporation, limited liability company, etc.)</small>	
Mailing Address:	
Applicant phone:	
Applicant email:	



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Project Information:

(Description of proposed improvements. May attach addendum if necessary)

Attachments:

(Must be included with application submittal)

- Two (2) quotes for the proposed improvements;
- Executed copy of lease agreement (if applicable);
- Project budget;
- Photos of the project area as existing at the time of application submittal; and
- Exhibits, plans, and/or other renderings or design drawings illustrating the proposed project improvements.



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Affirmations of Applicant
<p>I (We) the undersigned do hereby acknowledge and/or certify, as the case may be, the following:</p> <ol style="list-style-type: none"> 1. I have read the Local Business Grant Program Guidelines in full and agree to adhere to all program requirements as stated. 2. No work has started for the project in which I am requesting a Local Business Grant. 3. I am not myself an elected and/or appointed City of Sachse official, or a relative of an elected and/or appointed City of Sachse official as defined by the Sachse Code of Ethics. 4. I have not received grant funding within one (1) year preceding the date of this application submittal. 5. Application approval is discretionary with the Executive Director of the Sachse EDC. 6. The acceptance of an application for review by the City of Sachse does not mean that Program funding has or will be approved. 7. Any approved grant is limited to 75% of eligible project costs for a total grant amount not to exceed \$25,000 (total City contribution). 8. If approved, during construction of project improvements, City representatives shall have the right, at all reasonable times, to have access to and inspect the project. 9. If approved, I agree that the improvements funded by the Program Grant will be maintained for a period of no less than one (1) year after completion. 10. If approved, a City of Sachse prepared Program Agreement must be executed before grant disbursement.
Name of applicant (print):
Signature of applicant:
Date:

Landlord/property owner information (if different from applicant)	
Name of landlord/property owner (print):	
Landlord/property owner phone:	
Landlord/property owner email:	
Signature of landlord/property owner:	
Date:	