



Business Grant & Downtown Residential Upper Story Rehab 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 & Downtown Residential
Upper Story Rehab Grant Application**

COMPANY NAME _____

CONTACT NAME & TITLE _____

ADDRESS OF PROPERTY _____

CITY _____

STATE _____

ZIP _____

MAILING ADDRESS (IF DIFFERENT) _____

CITY _____

STATE _____

ZIP _____

EMAIL _____

PHONE _____

PLEASE INDICATE TYPE OF GRANT(S) REQUESTED - **BUSINESS Grant** YES NO
DOWNTOWN RESIDENTIAL UPPER STORY REHAB Grant YES NO

IF DOWNTOWN RESIDENTIAL UPPER STORY REHABILITATION GRANT IS REQUESTED, PLEASE INDICATE WHICH FLOORS WILL BE IMPROVED TO BE "MOVE IN READY" AND THE ESTIMATED PROJECT COST? *(If 5TH floor and/or above, attach separate sheet with estimated project cost per floor)*

2ND FLOOR \$ _____ 3RD FLOOR \$ _____ 4TH FLOOR \$ _____

TOTAL GRANT FUNDS REQUESTED: \$ _____

BRIEF PROJECT DESCRIPTION: _____

ESTIMATED TOTAL PROJECT COST: \$ _____ PROJECT TIMELINE: _____

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? _____

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 state of affairs of the grantee and/or applicant. The undersigned authorizes the La Porte Urban Enterprise Association to check any and 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. I have read the Program Guidelines and understand that in order for my request for matching funds to be approved, I must agree to follow the Program Guidelines.

SIGNATURE OF PROPERTY OWNER: _____ **DATE:** _____

Please return completed application to the LPUEA c/o Mary Jane Thomas, 7637 N. Kankakee Trail, Rolling Prairie, IN 46371. Should you have any questions, please call Mary Jane Thomas at (219) 210-1857 or email at mjthomas2027@gmail.com

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FOR OFFICE USE ONLY

Date Application received: _____

Date Application Reviewed by LPUEA Business Committee: _____

Grant Approved: Yes _____ No _____

Business Grant Amount Approved: \$ _____

Downtown Residential Upper Story Rehab Grant Amount Approved \$ _____

Date Applicant Notified: _____

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Attach Quotes

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Attach “Before” Pictures

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PROGRAM GUIDELINES

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/property and/or rehabilitation of Downtown Residential Upper Story unit(s). Funds are available in the form of a grant to all qualifying applicants. The LPUEA will reimburse 50% of the eligible costs for Business Grants not to exceed \$10,000.00. The LPUEA will reimburse 50% of the eligible costs for Downtown Residential Upper Story Rehabilitation Grants not to exceed \$10,000 per floor of a building/business. The minimum project cost is \$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.

The *Downtown Residential Upper Story Rehabilitation Grant Program* is intended to promote upper story rehabilitation within the La Porte Enterprise Zone’s Downtown District. The Downtown District area is within the area of Chicago Street to the west, Detroit Street to the east, railroad tracks to the north and Jefferson Avenue to the South. (See Page 8 for map)

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 not consider an application from either a current or past beneficiary if submitted within **12 months** from the date of the issuance of LPUEA funds to that applicant.

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.
2. Three (3) quotes for work must accompany the application. A minimum of two quotes must be from La Porte County vendors. If a La Porte County vendor is unable to provide an estimate, please document on the application. If lowest quote is not chosen, a written explanation for the choice must be provided and approved prior to beginning work.
3. A “before” photo must 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.**

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4. A licensed contractor 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 including the issuance of a Building Permit.
5. The applicant shall commence authorized work within 3 months and must be completed in no more than one year.
6. LPUEA will reimburse the successful applicant after work is completed and successfully inspected by the LPUEA Board and/or staff, copies of signed contracts, copy of building permit, submission of paid invoices (**no cash payments**), copy (front & back) of cancelled check(s), receipt of executed W-9 form and **“after” photo(s) are provided. All photos are to be mounted on an 8.5” x 11” paper with a description of the pictures included on the sheet.**
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.
8. Properly registered contractors who own the property applying may receive up to a 50% reimbursement of approved project materials only.
9. Project must include lead base paint and asbestos reports and remediation as needed.
10. If demand exceeds funds, projects may be approved or denied using criteria such as, jobs created, number of EZ residents employed, type of improvement, location and overall project cost. All decisions are final.
11. Property owners are awarded the grants within the limits of the annual budget.
12. If project includes downtown residential upper story rehabilitation, unit(s) must be “move in ready” upon completion of project. An inspection by the LPUEA will be performed to approve the “move in ready” requirement prior to reimbursement.

Examples of Business Grant eligible projects:

- Exterior painting, cleaning or tuck pointing
- Historic rehabilitation
- Awnings
- Windows and exterior doors
- Sidewalks, excluding the BID
- Signage/repair
- Landscaping
- Windows
- Door replacement
- Lighting
- Parking lot improvements, if permanent landscaping is part of the project.
- Removal of historically inappropriate materials from facades
- Other projects approved by LPUEA Business Committee and Board
(Roofs are not eligible)

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Downtown District Rehabilitation Grant Area



Data from: Wikipedia