



Michigan City Urban Enterprise Association 2018 Business Grant Program Application Form

Introduction

The Michigan City Urban Enterprise Association (hereinafter referred to as MCUEA) desires to financially assist businesses located in the Michigan City Urban Enterprise Zone in promoting their brick and mortar business and aiding in the exterior and interior rehabilitation of their building or property. This includes signage and machinery and equipment purchased for use in their main business purpose. It also includes building improvements to upgrade, promote structural integrity and enhance the customer experience. Funds are available in the form of a grant to all qualifying applicants. The MCUEA will reimburse 50% of the eligible costs not to exceed \$7,500.

Purpose

The 2018 MCUEA Business Grant Program is intended to assist in the overall plan for the City, promote visual improvements, historic preservation, structural integrity, boost the quality of product and enhance the customer experience within the Michigan City Urban Enterprise Zone business boundaries.

Eligibility

In order to participate, the business and its improvement must be physically located and operating within the Michigan City Urban Enterprise Zone for a minimum period of 1 year. The applicant will file the paperwork below and submit it to the Grant Committee prior to the start of the work. The Committee will review and notify the applicant of approval in a timely fashion. Applicants will receive a rebate upon successful completion of the work after providing applicable receipts.

Common Ownership

An owner of multiple businesses in the zone is limited to a maximum of \$ 7,500 grant monies per year after aggregating all commonly owned business grant applications. This may include property owners where the property ownership is different from the tenant business applying for the grant. In this case, the decision will be approved on a case by case basis by the board of directors.

Company Name _____

Contact Name & Title _____

Address of Business _____

Phone number _____ Email address _____

Type of Business _____

Applicant is the: Property Owner _____ Business Owner _____ Other _____

How long has the business been at the current location? _____

When does your current lease expire? _____

Property Owner's Contact Information (If different from Applicant)

Name & Address _____

Phone number _____ Email address _____

Please Note: If you are not the property owner, please have them co-sign this application where indicated in the memorandum of understanding.

Total grant amount applied for _____

Brief Project Description

Why do you need this grant (purpose) and how will it serve to enhance the Urban Enterprise Zone district?:

Estimated Project Cost: _____ Projected completion date: _____

Signature of Applicant _____ Date _____

The following must accompany this application: A clear description of the improvement to be made (before picture if applicable) and at least (2) bids on the work about to be performed. Please return this application to:

Michigan City Urban Enterprise Association, P.O. Box 43, Michigan City, Indiana 46360 or deliver to our office located at 601 Franklin Street, Suite 401. You may also contact the executive director, Diane Wilczewski at (219)561-6991 or at email mcuea1984@gmail.com, if you have any questions.

The deadline for applying for this grant is December 31, 2018. Work must be completed by one year from grant approval date.



The Michigan City Urban Enterprise Association Business Grant Program

Memorandum of Understanding

Please initial each statement in the box provided indicating your agreement and understanding of conditions of the program.

- It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinances and other applicable regulations.
- It is expressly understood and agreed that the applicant will not seek to hold the Michigan City Urban Enterprise Association, nor any other entity associated with the Business Grant Program liable for any property damage, personal injury, or other loss related in any way to the program.
- The applicant shall be responsible for maintaining valid and sufficient insurance coverage and records relating to the project.
- The applicant agrees to maintain the property and improvements.
- The applicant agrees to return a prorated amount of the grant money received if the improvements are not completed or in any way removed nor sustainable.
- The applicant authorizes the MCUEA to promote an approved project, including but not limited to featuring the progress and finished project on social media, in local newspapers and other printed and promotional materials.
- The applicant understands that the MCUEA reserves the right to withhold or make changes to the Business Grant Program based upon violation of the agreement.

Signature of Applicant _____ Date _____

If the applicant is not the property owner, please have the property owner or an authorized representative review and sign below.

As owner of the property at _____, I have reviewed the above application and authorize the operator of _____ at said address to perform building improvements described above as a part of the Michigan City Urban Enterprise Zone Association's 2018 Business Grant Program.

Signature of property owner or authorized representative _____