



FACADE GRANT

Policy Guidance

*JUNCTION TEXAS ECONOMIC
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JUNCTION TEXAS ECONOMIC DEVELOPMENT CORPORATION

FACADE GRANT PROGRAMS

POLICY GUIDANCE

Overview

This program provides reimbursement grants to small business owners for eligible improvements to commercial buildings within the city limits. The program supports business growth, job creation, and local economic stability.

Types of Grant Improvements

Eligible improvements are limited to the following commercial property upgrades:

- Storefront or facade renovations
- Exterior and interior painting
- Landscaping
- Signage
- Awnings
- Fencing
- Night-sky-friendly outdoor lighting
- Exterior door and window repair or replacement
- Flooring
- Security systems

Program Guidelines

1. Grant funds may be used only for eligible commercial buildings occupied by businesses in Junction.
2. Grants are reimbursement-based and paid after project completion, subject to compliance with JTEDC-approved specifications supplied by grantee at the time of approval.

JTEDC may reimburse up to \$7500.00 on eligible project costs.

3. Applications must be submitted to the JTEDC office at least five (5) business days before the agenda posting deadline. JTEDC agendas are posted five (5) business days before meetings, which are held on the first Tuesday of each month.

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4. Grants are reimbursement-based and paid after project completion, subject to compliance with JTEDC-approved specifications.
5. Once a grant is awarded, the business occupying the property or the building owner may not apply for another grant for one (1) fiscal year.
6. Grant approvals are subject to all grant guidelines, all City of Junction legal provisions and ordinances, all applicable Federal and State laws, and review and approval by JTEDC board.
7. Grantee is responsible for obtaining any permits from the City of Junction required for a project.
8. All work proposed by the applicant requires one (1) estimate to verify that costs are within reasonable parameters. Other required documentation, as applicable, includes:
 - current photograph of the building (4"x6" minimum size) and proposed changes to the façade (exterior);
 - sketch, drawing, or computer image of proposed landscaping and explanation of how your company plans to maintain the landscaping.
 - photo of proposed signage (text to appear, placement and style of text, colors, logo, etc.); and
 - description, drawings, and/or photos and placement of outdoor lighting, awnings, fencing, doors, and/or windows
9. Note that all signage and outdoor lighting should be "night skies friendly."
10. Applicant shall have ninety (90) days from the start date of the written notice to complete the work. JTEDC reserves the right to modify these guidelines as deemed necessary by the Board to support and accommodate approved projects

1. Upon grant approval, applicants will be required to place a JTEDC grant sign, furnished by the JTEDC, viewable by the public, for the duration of the project.
2. The JTEDC board shall determine by a majority vote whether the application is approved or denied with or without conditions.

Eligibility Requirements

1. The applicant must be the owner of the building, or a tenant may qualify upon receipt of written consent from the owner of the building.
2. Property taxes, both in the city and county, must be current.
3. The building must be structurally sound.
4. These grant programs do not apply to residential rental properties.

Ineligible Use of Funds

1. Permitting fees.
2. Refinancing existing debt.
3. Non-fixed improvements (such as inventory, equipment, and accounts receivable).
4. Owner performed labor (in-kind labor).

Application Process

1. Applicants must submit a completed application with a detailed description of the project and all supporting documentation.
 - Letter from the owner of the property if not applicant
 - Current photo of the property you are applying for this grant application.
 - Sketch, drawing, computer image, and landscaping of the proposed project.
 - Signage must be “night skies friendly”
2. JTEDC will review the application for compliance and approval.
3. The applicant must sign an agreement acknowledging the terms and conditions of the grant.
4. Funds are dispersed on a reimbursement basis after all work has been completed.

Disbursement of Funds Requirements

1. Requests for reimbursements must be completed within 2 months following completion of the project.
2. Copies of paid invoices and evidence of payment.
3. Photos of improvements.