

# **LORENA BUSINESS RENT SUBSIDY GRANT POLICY AND GUIDELINES**

## **Program Overview**

The Lorena Economic Development Corporation (LEDC) introduces the Lorena Business Rent Subsidy Grant Program as a way to stimulate commercial investment in Lorena. The program utilizes rent subsidy to encourage the filling of previously unoccupied buildings with new businesses. This program is sponsored, funded, and monitored by the Lorena Economic Development Corporation Board of Directors who may amend, adjust, or eliminate this program at any time.

## **Program Goal**

The Business Rent Subsidy Grant Program is intended to enhance the economic development of the City of Lorena by offering matching grant funds for rent subsidy to help new business survive and thrive during their initial months in a previously unoccupied building of Lorena. Thereby helping both the creation of new businesses and filling empty buildings at the same time.

## **Scope of Program**

This program is limited to businesses in the City of Lorena. The Lorena Economic Development Corporation has budgeted \$14,500 in 2022 for the Business Rent Subsidy Grant Program. The grant award decisions of the Lorena Economic Development Corporation Board of Directors are final.

## **Grant Award**

Limited to no greater than 50% of each month's rent not to exceed a cumulative total of \$1,800 for one year and the applicant must match the Grant amount approved by the LEDC.

## **Eligibility**

Any new businesses in the City of Lorena shall be eligible for this program.

## **Guidelines**

(A) - Proof of applicant's ownership of the subject new business or new businesses, or proof that the owner of such property has approved the application for such grant funds, shall be required.

(B) - The owner of a new business to be operated within a leased facility and the owner of such leased facility must apply jointly for the program. Copies of a lease agreement and proof of ownership of the leased facility shall be required.

(C) – The applicant shall provide a copy of a letter from the bank stating the availability of funds.

(D) - A new business may apply for one grant set forth herein. A business that receives grant funding during a calendar year shall be prohibited from making subsequent applications for funding in following years.

(E) - The maximum amount of funding available to any one applicant or business establishment shall be \$1,800 for calendar year.

(F) - All grants are in accordance with policies and guidelines as approved by the Lorena Economic Development Corporation (the "LEDC"). All grant awards will be made to the owner of the leased facility.

(G) - Grants are a cash match for funds disbursed by the applicant and are not to exceed the limits set forth in the Amount of Grant Section above. In-kind contributions may not be used as any part of the applicant's match. Only cash matches of the applicant's expenditures may be used.

(H) - The applicant shall be responsible for all applicable permits related to the new business, and failure to obtain the required permits shall render the applicant ineligible to receive grant funding.

(I) - 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 twelve (12) months from the date of the funding of the grant.

(J) - 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 twelve (12) months after the funding of the grant, the applicant shall be considered in default of its obligations under the grant, and shall be required to reimburse the LEDC the grant money received, in accordance with the requirements.

(K) – The applicant, or a branch, division or department of the applicant, shall comply with Chapter 2264, Texas Government Code as added by Act 2007, 80<sup>th</sup> Leg. R.S., Ch. 853, Sec. 1, eff. September 1, 2007. In the event the applicant, or a branch, division, or department of the applicant, is convicted of a violation under 8 U.S.C. Section 1324a(f), the applicant shall repay the amounts previously paid to or otherwise granted to applicant by the LEDC pursuant to this grant program, and also in accordance with the other terms provided herein.

(L) - The applicant must agree that, in the event of default of its obligations, the LEDC has the right to reimbursement for all attorney's fees and costs, which may be incurred as a result of any legal action required to seek reimbursement of all grant funding received by applicant.

### **Application and Approval**

(A) - Applications filed with the Lorena EDC on or before the first Monday of each month shall be considered at the next regular LEDC Board meeting or at such special Board meeting that may be called.

(B) - Applications must be made on a form provided by the LEDC, which form shall be made available at the Lorena City Offices located at 107-A S. Frontage Rd, Lorena, Texas.

(C) - All applications must be approved by the Board of Directors of the LEDC.

(D) - An applicant shall be notified in writing of the LEDC's decision to approve or disapprove the application.

(E) - The LEDC may award grant funds to an applicant, with certain provisions, conditions, or other requirements the LEDC deems necessary or appropriate.

### **Funding of Grant**

(A) – Payment will be made to the owner of the leased facility by the 1<sup>st</sup> of each month for a duration lasting until the maximum payment ceiling of \$1,800 has been distributed or a duration of one year has expired.

(B) - Available funding: The LEDC has budgeted \$14,500 per year to fund this grant program. Grant applications received after the available funding has been exhausted may be considered the following calendar year. The LEDC retains sole discretion to accept or reject applications received after the available funding has been exhausted.

(C) - If the subject business is closed, sold, transferred, or relocated within a six (6) month period after funding approval is received, the applicant shall be required to reimburse the LEDC for 100% of the grant amount received. Thereafter, until the twelve (12) month anniversary date of such approval, the applicant shall be required to reimburse the LEDC for 50% of the grant amount received if the subject business is closed, sold, transferred or relocated.

(D)- Payments due by the applicant/owner must be paid in full within thirty (30) days after the date of written notification by the LEDC that the applicant/owner is in default of any of the funding requirements set forth herein. The form of such payment shall be a cashier's check or money order, made payable to Lorena Economic Development Corporation.

### **Notice**

(A)-THE LORENA ECONOMIC DEVELOPMENT CORPORATION SHALL DELIVER A COPY OF THESE GUIDELINES TO ANY APPLICANT FOR HIS/HER REVIEW AND THE DELIVERY HEREOF DOES NOT CONSTITUTE AN OFFER OF A BUSINESS RENT SUBSIDY GRANT TO THE APPLICANT.

(B)- THE LAWS OF THE STATE OF TEXAS SHALL GOVERN THE INTERPRETATION, VALIDITY, PERFORMANCE, AND ENFORCEMENT OF THIS BUSINESS RENT SUBSIDY GRANT PROGRAM, AND VENUE FOR ANY LAWSUIT OR OTHER PROCEEDING INVOLVING THIS PROGRAM SHALL BE IN MCLENNAN COUNTY, TEXAS. IF ANY PROVISION OF THIS BUSINESS RENT SUBSIDY GRANT PROGRAM IS HELD TO BE INVALID OR UNENFORCEABLE, THE VALIDITY AND ENFORCEABILITY OF THE REMAINING PROVISIONS SHALL NOT BE AFFECTED THEREBY.

**THE LORENA ECONOMIC DEVELOPMENT CORPORATION ACKNOWLEDGMENT OF RECEIPT  
OF GUIDELINES AND CRITERIA FOR:**

**BUSINESS RENT SUBSIDY GRANT PROGRAM**

The undersigned acknowledges and agrees to abide by and be subject to the terms and conditions of the Business Rent Subsidy Grant Program as described herein.

Applicant: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_