

**Jacksboro Economic Development Corporation  
Commercial Signage Improvement Matching Funds Grant Program**

The Jacksboro EDC has approved a matching grant program to assist businesses in upgrading/updating the exterior signage of their buildings. A business may only receive assistance *once* during the fiscal year (October 1 to September 30) in this program. Applicants must be a for profit entity paying City and/or County taxes. Non-profit entities are not eligible. Funding assistance is approved and awarded at the discretion of the Jacksboro EDC board. Assistance will be distributed as reimbursement *after* the applicant submits paid receipts for the project. Inspection of the completed project will be required when receipts are submitted. Funds awarded through the JEDC Matching Grant Assistance program can only be used for the specific purposes listed on the application. If a successful applicant does not use the funds as intended and described by the application, funds will not be disbursed. Grants will be awarded in amounts from \$500.00 up to \$1,500.00. Applications will be accepted beginning October 1, 2013. \$10,000 will be budgeted for the 2013/2014 fiscal year. Applications will be awarded by merit of the project and on a 1<sup>st</sup> come, 1<sup>st</sup> served basis. For more information or any questions on the program, please contact Lynda Pack at 940-567-3151.

**JACKSBORO EDC GRANT ASSISTANCE GUIDELINES**

**Commercial Signage Improvement Matching Grant**

**Initial  
Each Item**

- \_\_\_\_\_ • JEDC will match 50% of approved project cost up to a matching amount of \$1,000.00 for signage. (Example: you spend \$2,000.00 for approved improvements, JEDC reimburses you in the amount of \$1,000.00; you spend \$500.00 for approved improvements, JEDC reimburses you in the amount of \$250.00.)
- \_\_\_\_\_ • Signage is considered a fixed asset and must remain with the building address on the application.
- \_\_\_\_\_ • To qualify for the signage improvement matching grant, all of the monies must be spent on approved signage to the exterior of the building.
- \_\_\_\_\_ • Eligible projects are limited to: Repairs to signage or new signage that is permanently attached to the business building, monument signage, or pole signage.
- \_\_\_\_\_ • All taxes and city utilities on the building must be current and proof must be provided.
- \_\_\_\_\_ • Attach picture of building and a description of proposed changes.
- \_\_\_\_\_ • Attach copy of building permit if required.
- \_\_\_\_\_ • ANY work started or completed prior to grant approval is not eligible for funding.
- \_\_\_\_\_ • All grant applicants will be required to do a presentation to the Executive Director. Approval will be based on project merit and at the total discretion of the board.

# Commercial Signage Improvement Matching Grant Application

Business Name/Owner Applicant \_\_\_\_\_

Building Address/Location \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Type of Business: Retail \_\_\_\_\_ Service \_\_\_\_\_ Manufacturing \_\_\_\_\_

What is the estimate value of the building? \_\_\_\_\_

Does the business collect sales tax? Yes \_\_\_ No \_\_\_ Sales Tax Number: \_\_\_\_\_

Type of Signage to be completed: \_\_\_\_\_

Amount to be invested by applicant: \_\_\_\_\_ Amount of Grant Requested: \_\_\_\_\_

Attach the following:

1. A copy of the contract or bid or estimated cost of materials if you will be doing the work.
2. Drawings of the work to be done.

\_\_\_\_\_  
**Business Owner's Signature**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**EDC Executive Director**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**EDC Approval/Officer Signature**

**Date:** \_\_\_\_\_