

**Caddo Mills  
Economic Development Corp**

**BUSINESS & IMPROVEMENT GRANT APPLICATION**

**General Purpose and Objectives**

One of the ways in which the Caddo Mills Economic Development Corporation assists its local businesses is through a Grant Program for the refurbishment, beautification, and redevelopment of their buildings. These grants are available in two amounts:

- **Business Grant** - A grant of up to 50% of the investment by the owner/lessee of a building.
- **Improvement (Mini) Grant** - A grant of up to \$5,000 for an investment in a local business. This grant generally applies to signage, façade renovations or business improvements.

**REQUIREMENTS: Business Grant**

1. This grant program is up to a 50% match funded on a reimbursement basis. For example, a total investment of \$30,000 provides up to a \$15,000 grant, according to the discretion of the CMEDC. All cases are handled on case-by-case basis. Each application will be measured based on expected sales tax revenue generation, potential local work force hired, overall benefit to the city and community, and expected increase in property taxes.
2. The grant must be used on property within the area designated within the current city limits. The grant must be received and used within one calendar year of the approval date by the CMEDC.
3. The applicant must be a legal business entity, registered with the Texas Secretary of State's Office. If renting space, the business owner must have the property owner's authorization.
4. Work must be preceded by a Building Permit from the City and must adhere to the requirements of the City of Caddo Mills Codes and Ordinances (stated on last page).
5. Grant applications will not be accepted for work that has already been completed more than one year prior to the submission or work that is covered by insurance.
6. Funds are paid on a reimbursement basis once completed work has been verified and a Certificate of Occupancy has been issued.

7. Grant applications and awards may be applied to either a single property or single project. The maximum award amount available annually per project is reviewed on a case-by-case basis. Items for which a grant may be used include, but are not limited to, the following:
  - a. Improvements to the existing exterior structure;
  - b. Improvements to the front façade;
  - c. Interior upgrades;
  - d. Mechanical upgrades such as HVAC upgrades; plumbing upgrades
  - e. Signage;
  - f. General building/property beautification including landscaping;
  - g. Parking lot improvements.
  
8. If an applicant is awarded a grant for any work performed pursuant to this program and the work is altered for any reason within one year from the date of construction, the applicant may be required to reimburse the Caddo Mills Economic Development Corporation for the full amount of the grant.

**REQUIREMENTS: Improvement (Mini) Grant**

1. This grant program is funded on a reimbursement basis for project costs equaling up to \$5,000.
2. The grant must be used on property within the area generally defined as within the current city limits.
3. The applicant must be a legal business entity, registered with the Texas Secretary of State's Office. If renting space, the business owner must have the property owner's authorization.
4. Work must adhere to the requirements of the City of Caddo Mills Codes and Ordinances.
5. Grant applications will not be accepted for work that has already been started more than one year prior to the grant submission or for work that is covered by insurance.
6. Funds are paid on a reimbursement basis once completed work has been verified and a Certificate of Occupancy has been issued, if required.

**While the below list is not exhaustive, examples of projects that could be funded under this grant are:**

- A) Facade Improvements - signs, visual treatments (paint, stucco, windows, etc.), awnings, landscaping, non-movable decorative items.
- B) Technical Assistance – web design, virtual storefronts, subscriptions to online payment services (one-time initial payment only), technology used to capture images of products, items used in the shipping of products.
- C) Manufacturing – tools, equipment and items used in the manufacturing, compounding, or development of products.
- D) Business Fixtures – tables and chairs used to expand the number of seats available at a restaurant, retail display items used to better market materials, display lighting, point of sale machines -

**Projects not fundable under this grant include, but are not limited to:**

- A) Requests from franchised businesses.
  - B) Financing of inventory
  - C) Refinancing existing debt
  - D) Requests from home-based businesses
  - E) Businesses who do not have a physical storefront open to the public within Caddo Mills.
7. If an applicant is awarded a grant for any work performed pursuant to this program and the work is altered for any reason within one year from the date of construction, the applicant may be required to reimburse Caddo Mills EDC for the full amount of the grant.

Name of Applicant: Dannielle Cruise  
Name of Business: Feelin' Foxy Salon  
Project Address: 2114 Hwy 66 Caddo mills  
Mailing Address: 3760 County Rd. 2184 Greenville  
Email Address: feelinfoxysalon@gmail.com  
Phone Number of business: 469 237 8435  
Cell Number of contact: 469 237 8435

**PROPERTY OWNER INFORMATION**

(if not applicant)

Name of Owner: GT Parsons  
Owner Address: \_\_\_\_\_  
Email Address: mail@gtparsons.com  
Phone Number: 903 456 1828  
Total Estimated Cost of Project: \$ 3,000  
Total Grant Requested: \$ 3,000

Have you ever received another Improvement Grant for this property?

Yes \_\_\_\_\_ No

**I hereby certify that I understand the conditions for this grant and will abide by them.**

Signed: Dannielle Cruise

Date: 1/31/2024

Printed name: Dannielle Cruise

Type of Work (Check all that apply)	Estimated Cost	Grant Requested
<input checked="" type="checkbox"/> Signage	\$ 250	\$ 250
<input type="checkbox"/> Paint Exterior/Interior		
<input type="checkbox"/> Utility Upgrades		
<input type="checkbox"/> Façade Renovation		
<input checked="" type="checkbox"/> Property Beautification (interior)		
<input type="checkbox"/> Building Renovation		
<input type="checkbox"/> Pavement Improvements		
<input type="checkbox"/> Awnings		

Details of Planned Improvements relating to Grant Request:

x 4 Salon chairs / mats

x 2 shampoo chairs

x 2 mirrors

waiting room chairs / table

microwave

x 4 towels / blowdryer (1)

vac / mop

Bulk - paper towels / toilet paper / cups / cleaning  
 Clock / Decor \* Supplies

x 3 rugs

x 2 capes

washer / dryer combo all in one

Brushes, clips, ties

**APPLICATION CHECKLIST**

- Completed Application
- Completed Agreement Form
- Photo of the building
- Written cost estimate for improvements
- Rendering of improvements to be made
- Detailed description of the proposed improvements to be made to the building/parking lot. This description must include information on the methods and materials to be used for the improvements.
- Verification that property taxes on the property are paid and current.

AND

- If the applicant is not the property owner, a letter is attached from the owner giving approval for the improvements to be made.

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**RENOVATION GRANT APPLICATION**

**AGREEMENT FORM**

I understand the procedures established by the City of Caddo Mills Economic Development Corporation in determining grant eligibility.

I have read and understand the grant procedures and guidelines.

I understand that, if I participate in this program, any deviation from this agreement will result in the withdrawal of funds and disqualification from the program.

I agree to comply with all City of Caddo Mills ordinances and obtain all applicable permits related to the project.

I agree to give a copy of all receipts showing expenditures for the project work completed of the project and funds.

I understand that the Grant is not funded by the City of Caddo Mills, but that funding requires City Council approval.

I agree to start the project at the earliest possible date and to complete it in a timely manner which should generally consist of 6 months (continuations subject to Board approval).

Dannielle Cruise

Applicant Signature

1 / 31 / 2024

Date

\_\_\_\_\_  
CMEDC Signature

\_\_\_\_\_  
Date