



## Business Improvement Grant Application

The information requested will be used to process the application under the terms and conditions of the Kimball Business Grant. It is important to complete the entire application and submit the requested documentation; incomplete forms will be returned to the applicant. Please complete one application per project.

Business Name: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

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

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

Owner's Cell Phone Number: \_\_\_\_\_

Business Email: \_\_\_\_\_

Building Owner (If Applicable): \_\_\_\_\_

Project Description:

**Please answer the following questions:**

1. How many current employees does the business have?
2. Will this project increase the number of employees?
3. Will this project generate sales tax? If no, please explain why not?
4. Is your business current with the Nebraska Secretary of State?
  
5. How will the use of this grant improve the property?
  
6. How will the use of this grant benefit the business?
  
7. Will this grant impact neighboring businesses? If yes, please explain.

<b>Labor Details</b> (If project is over \$10,000, 2 different contractor estimates are required.)			
<b>Contractor &amp; License Number</b>	<b>Contractor Location</b>	<b>Estimated Cost</b>	<b>Description of Work to Be Performed</b>
<b>TOTAL PROJECT ESTIMATED COST:</b>			
<b>REIMBURSEMENT REQUESTED: 60/40 Match</b>			

**AGREEMENT AND CERTIFICATION:**

I have read the applicable grant program guidelines and agree to the parameters. I understand that no funds will be issued until the project is completed, all receipts and documentation have been submitted, and verification of project completion.

I hereby submit this application and the required documents for the proposed project. I understand that the application must be approved by the Loan Advisory Committee and City Council. I further understand that reimbursement will not be given for any work already completed unless it was completed within 60 days of the application date.

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

**Date Received by Economic Development:** \_\_\_\_\_

**Date Approved by City Council:** \_\_\_\_\_

Filing an application for funds does not guarantee the monies will be awarded. Application and required supporting documents must be submitted to the City of Kimball Economic Development Department in a timely manner (within 120 days from project completion). Applications will not be considered complete without all required supporting documentation. Incomplete applications will be returned to the applicant with no action taken. After the grant application has been received and reviewed by Economic Development it will go to the Loan Advisory Committee. The Loan Advisory Committee will make a recommendation (approval or disapproval) to the City Council. Economic Development will notify the applicant of City Council's decision. Before payment dispersal, all project work must be complete and paid receipts turned into Economic Development. If applicant chooses to pre-purchase supplies, applicant shall do so at their own risk as the project may not be approved due to fund availability or project ineligibility.

If you have any further questions, contact the City of Kimball Economic Development Department at (308) 230-0542 or email: [mpearson@kimballne.org](mailto:mpearson@kimballne.org). Completed applications and supporting documentation can be returned to the City Office at 223 S Chestnut St, Kimball NE 69145 or via email to [mpearson@kimballne.org](mailto:mpearson@kimballne.org).