



## Business Improvement Grant Checklist

To Provide Financial Assistance to Improve, Update or Upgrade Needed Exterior and Interior Infrastructure Needs for the Business to Adhere to Health, Safety, Sanitation, Energy Efficiencies, or Code Related Issues.

**BUSINESS NAME:** \_\_\_\_\_

**PROJECT TYPE:** \_\_\_\_\_

**PROPOSED START & END DATES:** \_\_\_\_\_

**PROJECT COST & AMOUNT REQUESTED:** \_\_\_\_\_

The Applicant(s) have met the following criteria:

- A completed application
- Property/Business is located within corporate limits of City of Kimball
- Applicant(s) owns the property or has included written permission from property owner
- All necessary required City permits filed and signed off by Building Official
- Detailed project description & cost estimates (2 are required for a project exceeding \$10,000)
- Any receipts associated with the cost of the project
- A sketched design of your proposed improvements (if applicable)
- Before and after pictures
- Contact information AND license of contractor/business who did or will be completing project
- Historical building(s) general maintenance guidelines have been properly honored

Type of Eligible Activity:

- Energy Efficiency Updates (High efficiency heating, ventilation, air conditioning systems, insulation, lighting, doors, or windows)
  - ADA Bathroom Compliance
  - Updating Electrical
  - Updated Plumbing
  - Paint & Primer (associated supplies)
  - Siding
  - Signage
  - Lighting
  - Awnings
  - Brick Sandblasting
  - Point Tucking and Brick Repair
  - Sidewalks
  - Parking Lots
  - Exterior Doors
  - Gutters or Drains
  - Chimneys
  - Roofs
  - Permanent Landscaping (Exclusions)
  - Exterior Walls
- Statement from Building Inspector, Fire Marshall, Health Inspector, or City Administrator if project is preapproved
- Application was filed within 120 days of project completion