



**ALAMO'S MAYOR
SMALL BUSINESS
START-UP GRANT**

Supporting Small Business

Alamo EDC is an equal opportunity provider & employer



Alamo's Mayor Small Business/Start-up Grant

In commemoration of Mayor's first year for the City of Alamo, he's joined forces with Alamo EDC to craft a Small Business/Start-Up Grant. This collaborative effort is designed to empower and invest in small businesses within our dynamic community. Embarking on this transformative venture, we invite passionate and visionary entrepreneur to join forces with us the City of Alamo and be part of our shared mission, contributing to the vision for Alamo's vibrant economic growth.

In order for an applicant to qualify:

1. Business must be located in Alamo
2. Business must have a minimum of 2 years, 24 consecutive months, of operations
3. Fewer than 30 employees and less than \$1M in annual revenue
4. New Start-Up business exempt from two-year requirements
5. Provide a detailed project plan with verified cost estimates and a timeline

Applications can be picked up at the AEDC office or requested via our contact page on our website: <https://alamoedc.org/contact-us/>. Applicant must submit a complete application packet which includes application forms, project description, proof of business being in operations for 2 years (tax returns). Detailed project plan with verified cost estimates and timeline.

Applications are generally approved or declined within 45 to 60 days of receipt of a complete application package. Application can be submitted at any time of the year. Documentation will be reviewed by a project committee. The Alamo EDC Board will have final approval of all applications. Awards will be made while funding is available. Approved applications will be funded upon project completion. All documents submitted will be subject to the Texas Public Information Act.

Grant guidelines: Businesses may apply for up to \$15,000 in grant funding, the grant award will be based on the project plan, cost estimates, and applicant's need. One application per business. Application will be reviewed on its own merit. Consideration will be given to applicants regarding; Job Creation/Retainment Innovation/Strategy for Growth Facility/Building Improvements Community Enhancement, Uniqueness and Demonstration of need. Applicant businesses are strongly encouraged to use Alamo contractors/vendors when possible.

For complete set of the program policies and procedures, please contact the Alamo EDC office.

Initial Documents for Grant Application

- Application Form
- Project Description
- Project Budget
- Business Description
- Proof business has been in operations for 2 years (for example franchise tax account status certificate, state sales tax receipts, or 2 years of tax returns for business)
- Provide detailed project plan with verified cost estimates and a timeline
- Provide legal registration with local tax entities

Steps for Application Process

- Fill out loan application
- Submit all documents to AEDC via mail or hand delivery
- AEDC staff will review application and determine eligibility
- If eligible, application will be presented to Review Committee
- If Committee recommends approval, application will be presented to AEDC Board for final review
- Applicant notified of Board's decision to approve or deny application as well as any specific terms, when applicable

Alamo Economic Development Corporation

Alamo's Mayor Grant Application

| | | | | |
|-----------------------|---|---------------|------------------------------|-----------------|
| Business Name: | Federal I.D. #: | Year Started: | Number of years in business: | |
| Business Address: | City: | State: | Zip Code | Business Phone: |
| Contact Name & Title: | D.O.B: | | SSN: | |
| Home Address: | City: | State: | Zip Code: | Home Phone: |
| Email Address: | Request Amount (up to \$15,000): | | | |
| Total Project Cost: | General Purpose of Request (<i>storefront/equipment/signage/repairs</i>): | | | |

| | |
|---|-------------|
| General Business Description (<i>i.e. Restaurant, tire shop, salon, etc.</i>): | NAICS Code: |
| Type of Business: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> S-Corp <input type="checkbox"/> C-Corp <input type="checkbox"/> LLC | |

Please provide the names and contact information, if applicable, of any other business principles and/or owners with 20% ownership or more

| | |
|----------|--|
| #1 Name: | Contact Information (address/phone #/ email) |
| #2 Name: | Contact Information (address/phone#/ email) |
| #3 Name: | Contact Information (address/phone #/ email) |
| #4 Name: | Contact Information (address/phone #/ email) |

Give a brief description of the purpose of these funds:

Project Budget

| Budget Item | Amount |
|---------------|--------|
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL: | |

Please provide a brief description of your business and the product/service of the business:

Include in your description the following: Business owner's background information, history of business, information on products/services, hours of operation, number and types of jobs associated with your business, and yearly gross income/sales for the business.

Applicant Certification: Everything I have stated in this application is correct to the best of my knowledge. I understand that the Alamo Economic Development Corporation (AEDC) will retain this application whether or not it is approved. I authorized the AEDC or its agents to investigate my credit, employment, and income (including but not limited to any other credit report services). I also authorize the AEDC or this agent to report to the proper credit bureaus account performance.

Furthermore, I understand that any award provided to me by the AEDC is based on the scope of work as submitted in my application and that failure to meet and/or complete my scope of work will result in the AEDC amending, reducing, and/or withholding any financial assistance awarded. Said failure may also result in my obligation to repay or reimburse the AEDC for any financial assistance provided to me or my business.

Nondiscrimination statement: The Alamo EDC prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (braille, large print, audiotape, etc.) should contact Alamo EDC office at 956-787-6622

Applicant Signature: _____

Today's Date: _____

Co-Applicant Signature: _____
(if applicable)

Today's Date: _____

Alamo Economic Development Contacts

www.alamoedc.org

Alamo Economic Development Corporation
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