

Incentive Applications
for the
Bandera, Texas
Economic Development Corporation

Contents

- Bandera Economic Development Corporation Incentive Agreement3
- Sign Grant4
- Façade Improvement Grant.....6
- Building Improvement Grant8
- Property Tax Abatements.....10
- Infrastructure Rebates 12
- Performance Agreements 14
- Job Training Assistance16
- Promotions Funding.....18
- Student Business Idea Competition.....20
- Outdoor Lighting Grant22

Bandera Economic Development Corporation Incentive Agreement

1. This agreement is entered into between the Bandera Economic Development Corporation (BEDC) and _____ (name of business, herein after referred to as “named business”)
2. In return for financial assistance from the BEDC in the amount agreed upon, which is in the total amount of _____ and for the incentive type agreed upon _____, the named business agrees to carry out a scope of work that consists of the activities that have received approval by the BEDC Board of Directors.
3. All work performed must be carried out in accordance with applicable state or local laws and codes. If not required by state or local laws or codes to be performed by a licensed professional, work may be carried out by the business’ owner or agent.
4. Eligible expenses will include all normal and necessary direct expenses typically associated with the work for which the incentive has been approved, including labor, materials, supplies and permit fees.
5. All work must be completed within one year of the execution of this agreement unless otherwise agreed upon by the BEDC and the named business. All financial assistance from the BEDC shall be made in the form of one payment, on completion of the project when all invoices have been validated.
6. The BEDC will not reimburse the named business for any of the agreed amount of the project if work does not begin within six (6) months from the date of this agreement, unless the Board of Directors have granted an exemption. Failure to comply with federal, state and/or local laws as applicable to the project, and/or failure to perform the work or project in accordance with the agreed upon terms is cause for the BEDC to terminate the agreement without payment, or to seek reimbursement through legal action.
7. If the business is sold within 2 years from date of check or reimbursement of expenses, the business owner will reimburse the EDC for the entire amount of all incentive grants.

(signature, BEDC President)

(signature, named businessowner)

(printed name)

(printed name)

Date: _____

Date: _____

Sign Grant

As part of the suite of incentives offered by the Bandera EDC, the EDC Board of Directors recognizes the importance of professional, adequate signage to businesses within our community. Signage serves to identify location, services, historic status and other communication to the public.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development.

The EDC will reimburse the cost of the materials, installation and permit fees of commercial signage up to 50% of the total signage costs and in an amount not to exceed \$500. All applications will be considered on a first-come, first-served basis, according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

All signage included in the Sign Grant application must comply with the codes and ordinances of the City of Bandera and be located within the Bandera City Limits. Attendance at the meeting during which your application is considered is REQUIRED. Upon approval of a Sign Grant, ONE check will be issued once all qualifying receipts have been submitted and verified.

Signs that do not qualify for the Sign Grant include:

- Residential Signage
- Vinyl or other window applications
- Billboards
- Signage not on the property of the business for which the sign is intended
- Address numbers
- Sexually-oriented businesses
- Warning, trespassing, towing or private property signage
- Directional signs

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Sign Grant Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach your most recent sales tax from [The State Comptroller](#))

Is the sign for a new location for the business? _____ Is the sign to replace an existing sign? _____

What is the total cost of the sign? _____

What is the amount of grant funding requested from the BEDC? (50% of the total cost) _____

Number of employees: ___ Full-time ___ Part-Time How many live in Bandera County? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature Date

Building Owner's Signature Date

Please attach the following (REQUIRED):

1. A professional cost estimate or quote for the price of the sign and its materials and installation OR receipts for materials or other evidence of cost
2. A business plan (for new businesses)

Please attach the following if available:

1. A photo of the face of the building showing where the sign will be attached, or where the sign will be located.
2. Drawing or image showing the design of the sign and its materials.
3. Any other information pertinent to your business

Façade Improvement Grant

The Bandera EDC recognizes the importance of supporting the ability of a business to have an attractive, accessible and professional frontage that positively communicates to residents and visitors its place in the fabric of the community. To assist building and business owners with improvements that will positively impact the image of Bandera and conform to the City's Comprehensive Plan, the Bandera EDC offers, as part of its suite of incentives, a Façade Improvement Grant. This grant covers repairs, improvements to or additions to the primary façade exterior of an existing building within the Bandera City Limits, as well as permit fees.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development.

To qualify for a Façade Improvement Grant, the project must:

- Meet all of the applicable codes and ordinances of the City of Bandera
- Receive a permit for any work as required
- Be located within the City Limits of Bandera
- Be used for commercial business purposes
- Be current on all taxes

The EDC Board of Directors will evaluate applications based on the following criteria:

- Future contribution of the property to the property tax revenue of the City of Bandera
- Future contribution of the business to the sales tax revenue of the City of Bandera
- Location of the building and frontage street of the business
- The nature of the improvements to the building
- Consistency with the City of Bandera Comprehensive Plan
- The age and condition of the building for which the grant is sought

The Bandera EDC will reimburse project costs up to \$10,000. There is no matching requirement for this grant. All applications will be considered on a first-come, first-served basis, according to available funds and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Applicants will be required to provide proof of compliance with city regulations as well as proof of project costs. Attendance at the meeting during which your application is considered is **REQUIRED**. Upon approval of a Façade Improvement Grant, ONE check will be issued once all qualifying receipts have been submitted and verified.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant

banderaedc@gmail.com

Bandera Economic Development Corporation Façade Improvement Grant Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach your most recent sales tax from [The State Comptroller](#))

What is the nature of the work to improve the façade? Please describe:

What is the total cost of the façade improvement? _____

What is the amount of grant funding requested from the BEDC? _____

Number of employees: _____ Full-time _____ Part-Time How many live in Bandera County? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

Building Owner's Signature

Date

Please attach the following (REQUIRED):

1. A professional cost estimate or quote for the price of the project, materials and installation OR receipts for materials or other evidence of cost
2. A business plan (for new businesses)

Please attach the following if available:

1. A photo of the current building façade.
2. Drawing or image showing the new design and materials
3. Any other information pertinent to your business

Building Improvement Grant

To assist in the improvement, relocation or expansion of businesses in the City of Bandera, the Bandera EDC offers, as part of its suite of incentives, a Building Improvement Grant (BIG). This grant is available to new and existing businesses, and covers repairs, improvements to or additions to the interior and/or exterior of an existing building within the Bandera City Limits, as well as permit fees.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development.

To qualify for a Building Improvement Grant, the project must:

- Meet all of the applicable codes and ordinances of the City of Bandera
- Receive a permit for any work as required
- Be located within the City Limits of Bandera
- Be used for commercial business purposes
- Be current on all taxes

The EDC Board of Directors will evaluate applications based on the following criteria:

- Future contribution of the property to the property tax revenue of the City of Bandera
- Future contribution of the business to the sales tax revenue of the City of Bandera
- Number and type of jobs created and/or retained by the business
- The nature of the improvements to the building
- Consistency with the City of Bandera Comprehensive Plan
- The age and condition of the building for which the grant is sought

The Bandera EDC will reimburse project costs on a 50% matching basis up to \$10,000. All applications will be considered on a first-come, first-served basis according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Applicants will be required to provide proof of compliance with city regulations as well as proof of project costs. Attendance at the meeting during which your application is considered is **REQUIRED**. Upon approval of a Building Improvement Grant, ONE check will be issued once all qualifying receipts have been submitted and verified.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Building Improvement Grant Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach your most recent sales tax from [The State Comptroller](#))

What is the nature of the work to improve the building? Please describe:

What is the total cost of the building improvement? _____

What is the amount of grant funding requested from the BEDC? _____

Number of employees: _____ Full-time _____ Part-Time How many live in Bandera County? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

Building Owner's Signature

Date

Please attach the following (REQUIRED):

1. A professional cost estimate or quote for the price of the project, materials and installation
OR receipts for materials or other evidence of cost
2. A business plan (for new businesses)

If applicable, please attach the following:

1. Photos of the current building.
2. Drawings or images showing the new design and materials
3. Any other information pertinent to your business

Property Tax Abatements

The Bandera EDC recognizes that property taxes on improved properties can be a large expense for new businesses, particularly when there is a large investment in property improvements. The BEDC can partner with the City of Bandera, Bandera County and the Bander ISD to offer property tax abatements for new businesses or businesses relocating within the Bandera City Limits that invest in new construction.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development. Property tax abatements for the City of Bandera, Bandera County and any special districts are governed by Chapter 312 of the Texas Tax Code. Tax Abatement Agreements for school districts are governed by Chapter 313 of the Texas Tax Code.

Property tax abatements reduce the amount of taxes owed to the taxing jurisdiction. The property tax abatement that the BEDC can partner to offer freezes assessed values of property at pre-improvement levels for a period of five to ten years, depending on the value of the project and the type of improvements made. State statute limits abatement periods to ten years. At the end of the abatement period the property owner will owe taxes on the full assessed value of the property, including improvements. The property and/or business owner must commit to operating in Bandera for the duration of the tax abatement period plus five years.

Applications for Property Tax Abatements will be evaluated based on the following criteria:

- Type and size of the project
- Number of jobs created and wages paid for those jobs
- Contribution of the project to the community of Bandera
- Future sales and property tax revenues for the taxing jurisdictions
- Conformance with the City of Bandera Comprehensive Plan
- Environmental and infrastructure impacts
- Partnerships with other businesses, non-profits and governmental agencies within Bandera County

All applications will be considered on a first-come, first-served basis according to available funds, contingent on approval by the affected taxing jurisdictions and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Attendance at the meeting during which your application is considered is **REQUIRED**.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Property Tax Abatement Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

***Please note that this application will become public information if discussed in open session of a meeting of the BEDC. If you would like to keep information about your business's operations and revenues confidential, please inform the BEDC President prior to submission of the application so that arrangements can be made that meet the requirements of the Texas Open Meeting and Texas Public Information Acts.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach your most recent sales tax from [The State Comptroller](#))

How many jobs will you be directly creating with this project? _____

What is the wage range for the jobs created by this project? _____

Number of employees: ___ Full-time ___ Part-Time How many live in Bandera County? _____

What is the total cost of the project? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature Date

Business Owner's Signature Date

Please attach the following (REQUIRED):

1. A page or pages detailing the current property information from the Bandera Central Appraisal District, as well as estimates of the future assessed valuation.
2. Drawings or images showing the project design and location.
3. A professional cost estimate or quote for the work.
4. Information regarding employees, both current and future, and their wage rates and job descriptions.
5. Information regarding any other funding or resources for this project provided by local, state and federal governments and/or for-profit and non-profit institutions.
6. Information on any transportation, utility or environmental impacts.

Infrastructure Rebates

The Bandera EDC recognizes that pursuant to new buildings, facilities and improvements for expanded business enterprises, property owners may be required to invest in infrastructure improvements and upgrades for their properties which include electrical, communication, water, wastewater, storm water, transportation, etc.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development.

To qualify for an Infrastructure Rebate, the project must:

- Meet all of the applicable codes and ordinances of the City of Bandera
- Receive a permit for any work as required
- Be located within the City Limits of Bandera
- Be used for commercial business purposes
- Be current on all taxes

The EDC Board of Directors will evaluate applications based on the following criteria:

- Future contribution of the property to the property tax revenue of the City of Bandera
- Future contribution of the business to the sales tax revenue of the City of Bandera
- Number and type of jobs created and/or retained by the business
- The nature of the improvements to the property
- Consistency with the City of Bandera Comprehensive Plan
- The type of infrastructure for which the rebate is sought
- Overall project costs

The Bandera EDC will reimburse project costs on a 50% matching basis up to \$10,000. All applications will be considered on a first-come, first-served basis according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Applicants will be required to provide proof of compliance with city regulations as well as proof of project costs. Attendance at the meeting during which your application is considered is **REQUIRED**. Upon approval of an Infrastructure Grant, ONE check will be issued once all qualifying receipts have been submitted and verified.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Infrastructure Rebate Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____ What services or goods are offered? _____

Does the business remit sales taxes? ___ Yes ___ No (if available, attach most recent sales tax from [The State Comptroller](#))

Number of employees: _____ Full-time _____ Part-Time How many live in Bandera County? _____

What type of infrastructure are you requesting a rebate for? Please describe:

What does the infrastructure provide to your business?

What is the impact on City of Bandera infrastructure?

What is the total cost of the project? _____

What is the amount of grant funding requested from the BEDC? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

Building Owner's Signature

Date

Please attach the following (REQUIRED):

1. A professional cost estimate or quote for the price of the project, materials and installation
OR receipts for materials or other evidence of cost
2. A business plan (for new businesses)

If available, please attach the following:

1. Drawings or images showing the project design and location.
2. Information regarding any other funding or resources for this project provided by local, state and federal governments and/or for-profit and non-profit institutions
3. Any other information pertinent to your business

Performance Agreements

The Bandera EDC recognizes the importance of responsible stewardship of the tax revenue it invests in the Economic Development of Bandera. It also recognizes that some business enterprises that may be a good fit for the community may require more innovative approaches to the provision of incentives. To that end, the EDC offers performance-based incentives to businesses that commit to operating in Bandera for a minimum number of years, contribute to sales and property tax revenue, provide stable employment, conform to the City of Bandera Comprehensive Plan, provide value to the community and operate with sound business principles.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development.

The EDC Board of Directors, at its discretion, may require a performance agreement as part of incentive agreements and packages offered to businesses in Bandera. A performance agreement may need to be in place prior to distribution of incentives or a performance agreement may enhance incentives. These agreements will provide incentives based on the following:

- Operable business plan
- Number of jobs created, initially and overtime
- Wages paid for jobs created, initially and over time
- Capital investment to operate the business
- Enhancement of the community
- Property tax revenue generated initially and over time
- Sales tax revenue generated initially and over time
- Life expectancy of the capital investment
- Future infrastructure costs to the City of Bandera to support the capital investment

Performance agreements, where required, will be signed prior to the distribution of any incentives by the BEDC and according to available funds. Information that is specific to business operations and revenue will be confidential and will not be discussed in open session, insofar as the BEDC must abide by the requirements of the Texas Open Meetings and Texas Public Information Acts..

All applications will be considered on a first-come, first-served basis according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Attendance at the meeting during which your application is considered is REQUIRED. Upon approval of a Performance Agreement Grant, ONE check will be issued once all qualifying receipts have been submitted and verified unless the Performance Agreement states specific amounts to be paid out over a certain amount of time with requirements and/or stipulations outlined in Performance Agreement.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Performance Agreement Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach most recent sales tax from [The State Comptroller](#))

Number of employees: _____ Full-time _____ Part-Time How many live in Bandera County? _____

What is the total cost of the project? _____

What is the amount of funding requested from the BEDC? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

Building Owner's Signature

Date

Attach the following (REQUIRED):

1. Your proposal for a performance agreement. Performance agreements must be for project types allowed for Type B Economic Development Corporations as defined by Chapter 501 and Chapter 505 of the Texas Local Government Code.
2. Documents regarding the business plan, growth strategy, employment levels, wage schedules and any other information to aid the BEDC Board of Directors in determining if a performance agreement is feasible for the business.
3. Information regarding any other funding or resources for this project provided by local, state and federal governments and/or for-profit and non-profit institutions.
4. A professional cost estimate for the price of the project OR receipts for materials or other evidence of cost
5. A business plan (for new businesses)

Job Training Assistance

The Bandera EDC recognizes the role job training plays in the development of an able workforce, and therefore offers incentives for job training for businesses that employ residents of Bandera County. Job training incentives are for:

- Job training programs offered through regional, state and federal agencies that facilitate the ability of workforce participants to perform the duties and responsibilities required by their employment
- Job training for ten or more employees that reside in Bandera County and that have stable employment
- Job training that improves the employment prospects of participants
- Job training that improves workforce participation in Bandera County

The EDC Board of Directors will evaluate the distribution of job training incentives based on the following criteria relating to the business requesting the job training incentive:

- Future contribution of the business to the property tax revenue of the City of Bandera
- Future contribution of the business to the sales tax revenue of the City of Bandera
- Number and type of jobs created and/or retained by the business
- Total costs of the training program
- Duration of the training program
- Location of the training program
- Anticipated outcomes of the training program

All applications will be considered on a first-come, first-served basis according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Applicants will be required to provide all information requested in the application, as well as any additional information requested by the EDC Board of Directors. Information that is specific to business operations and revenue will be confidential and will not be discussed in open session, insofar as the BEDC must abide by the requirements of the Texas Open Meetings and Texas Public Information Acts.

Attendance at the meeting during which your application is considered is **REQUIRED**.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Job Training Assistance Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____ Year Founded: _____

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach most recent sales tax from [The State Comptroller](#))

Number of employees: ___ Full-time ___ Part-Time How many live in Bandera County? ___

What is the wage range for people employed by your business? _____

How many people could be employed by your business with job training assistance? _____

Who will be providing the job training? _____

What is the timeframe for the job training? _____

What is the total cost of the job training? _____

What is the amount of funding requested from the BEDC? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

Please attach the following (REQUIRED):

1. Your proposal for a job training program or participation in job training. Job training funding must meet the requirements for Type B Economic Development Corporations as defined by Chapter 501 and Chapter 505 of the Texas Local Government Code.
2. Documents regarding the business plan, employment levels, wage schedules and any other information to aid the BEDC Board of Directors in determining if job training assistance will have tangible results for the community.
3. Information regarding any other funding or resources for the job training provided by local, state and federal governments and/or for-profit and non-profit institutions.

Promotions Funding

Per Local Government Code Chapter 505, the Texas State Statute governing the activities of Type B Economic Development Corporations, of which the Bandera EDC is one, Type B EDCs can expend up to 10% of their annual revenues on events and promotions that serve to facilitate economic development and increased tax revenues for the City of Bandera.

In accordance with this standard the Bandera EDC annually sets aside a specific amount that is available to the community to support events and promotions that meet the following criteria:

- The event or promotion is within the Bandera City Limits, or contributes to expenditures in the City Limits that are subject to sales taxes
- The event or promotion is consistent with promoting a positive image of Bandera to residents and visitors alike
- The event or promotion is open to all members of the public, although a fee for participation may be charged
- The event or promotion has received all appropriate permits and approvals by the governing authority

All Applications and completed packets must be submitted no later than the last business day of October to the EDC Administrative Assistant (see address below). Presentations for each application will be heard at the scheduled November meeting and final vote will occur at the December meeting. Failure to complete the application and provide the Bandera EDC the Promotional Funding Reporting Form and any other supporting documentation may result in your request not being considered for funding. Your packet should contain the following items:

1. [Completed application for Promotional Funding](#)
2. A copy of past or current promotional material for the event
3. A document providing details for the business, non-profit corporation or official organization that is to receive the funds for the event. The Bandera EDC cannot issue funds to individuals.
4. [Bandera EDC Promotional Funding Reporting Form \(REQUIRED\)](#)
5. Any other materials you believe demonstrate the value of the event to the community

Applications will be considered on a case-by-case basis, and the Bandera EDC makes final determination on all applications, contingent on approval by the governing jurisdictions. Attendance at the meeting during which your application is being considered is required.

For questions regarding the application or application process, please contact:
EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Promotion Funding Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Event Name: _____ Year Founded: _____

Event Date(s)/Time(s): _____

Event Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

Event Location: _____

Event Mailing Address (if different): _____

What type of event is it? _____

What type of advertising do you do for the event? radio posters/flyers social media newspaper other

How is the event funded? _____

What type of entertainment or activities are offered? _____

What ages can participate in this event? adults children teens family friendly

Does the event have vendors that remit sales tax to the Texas State Comptroller? Yes No

Is a permit for the event required by the City? Yes No NA *All permits must be obtained*

What is the total cost of the event? _____

What is the amount of promotional funding requested from the BEDC? _____

Did you apply for promotional funding last year? Yes No How much did you receive? _____

Did you receive any City HOT funds last year? Yes No If so, how much? _____

How much did the event raise last year? _____

What was the total net/profit loss from the event last year? _____

What do you do with the funds/proceeds raised? _____

***Attach Required Expense, Budget and Income Reports (pages 19a, 19b and 19c).**

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

BANDERA EDC PROMOTIONAL FUNDING PROPOSED BUDGET REPORT FOR CURRENT YEAR

Name of Event: _____

<u>Item</u>	<u>Description (if applicable)</u>	<u>Total</u>
Advertising		
Location rental		
Insurance		
Security		
Ambulance		
Food/Beverage		
Sponsor Benefits		
Awards/Winnings		
Printing (tickets/programs/etc.)		
Contract Labor		
Supplies		
Other		

Current Year's Proposed Budget: _____

Additional comments and/or clarification:

BANDERA EDC PROMOTIONAL FUNDING EXPENSE REPORT FOR PREVIOUS YEAR

Name of Event: _____

<u>Item</u>	<u>Description (if applicable)</u>	<u>Total</u>
Advertising		
Location rental		
Insurance		
Security		
Ambulance		
Food/Beverage		
Sponsor Benefits		
Awards/Winnings		
Printing (tickets/programs/etc.)		
Contract Labor		
Supplies		
Other		

Last Year's Total Expenses: _____

Additional comments and/or clarification:

BANDERA EDC PROMOTIONAL FUNDING INCOME REPORT FOR PREVIOUS YEAR

Name of Event: _____

<u>Item</u>	<u>Description (if applicable)</u>	<u>Total</u>
Government Grants (City/EDC/etc.)		
Business Sponsorship		
Individual Sponsorship		
Ticket Sales		
Food/Beverage Sales		
Merchandise Sales		
Other		

Previous Year's Income: _____

Additional comments and/or clarification:

Student Business Idea Competition

The Bandera EDC acknowledges that the youth in our community can contribute to economic vitality and provide creative solutions to economic development problems. The BEDC therefore sponsors an annual Student Business Idea Competition with monetary prizes for First, Second and Third Places. The BEDC Board of Directors serves as the judging panel and funds that are available under promotional expenditures as defined by Chapter 505 of the Texas Local Government Code are used to fund this competition.

Young people who have not yet completed high school and/or who are 19 years of age or younger and who are residents of the County of Bandera are eligible to submit ideas for this competition. Competitors must fill out the competition application entirely and provide the requested additional information. The BEDC Board of Directors will consider the competition entries and each director will choose their top three entries. At the second EDC regular meeting following the close of the competition the Board of Directors will each present their top three choices and the three choices that have the most votes will be ranked by the Directors for first, second and third place. Winners will be notified as soon as is feasible and awards will be distributed.

Awards are as follows:

- 1st Place - \$500
- 2nd Place - \$300
- 3rd Place - \$200

Student submissions must be original. Students may receive assistance from peers and adults and may conduct research as necessary to the development of their idea, however, the work must be the student's own. Additionally, students may work in groups and distribute any prize money awarded as they see fit. Competition submissions may not include copyrighted work without permission of the author or creator.

All applications will be considered on a first-come, first-served basis according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

Attendance at the meeting during which your application is considered is **REQUIRED**.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Student Business Idea Competition

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Student Name: _____ Age: _____

Student Address: _____

Contact Phone: _____ Contact Email: _____

Student Mailing Address (if different): _____

Name of School: _____ Grade: _____

If the business idea is proposed by a team, please fill out the information for the team contact above, and attach an additional sheet listing the same information for the additional team members.

What is the name of your business idea? _____

What kind of business is it? _____

How much investment would be required to fund your business idea? _____

Applicant's Signature

Date

If available, please attach the following:

- Additional pages describing your business idea, including any images, graphics, tables, graphs, financial information etc. as necessary to communicate your idea. Where possible, please provide typed pages with a legible font. If the idea is for a specific location, please provide information, including photos where appropriate, of that location. Business ideas often include the concept for the company, a plan for revenue, a plan for costs, information about employees and wages, information about the customer they are trying to reach and the type of buildings or equipment required.

The BEDC Board of Directors recognizes that creative ideas are sometimes best expressed through large scale, digital or textured media. However, so that the Directors can have copies to review and so that the BEDC can keep submissions on file and/or be able to publish them online if they deem it appropriate, please provide contest submissions in an 8.5x11 letter-size format, either in vertical or horizontal orientation. The number of pages is not limited, but please keep in mind that submissions that concisely present the business idea and are clearly stated will help to give a more professional presentation.

All ideas submitted will remain the property of the author or authors, however, the BEDC will keep a copy of all submissions and reserves the right to publish ideas as they see fit to promote the idea, the contest or both.

Outdoor Lighting Grant

The Bandera EDC recognizes the importance of dark sky friendly lighting that helps residents and visitors identify, navigate to, and enjoy businesses in the community while keeping patrons and property safe. Dark sky friendly lighting protects the rural character and natural beauty of Bandera, in keeping with the City's Comprehensive Plan. To assist businesses in establishing dark sky friendly lighting, the Bandera EDC offers, as part of its suite of incentives, an Outdoor Lighting Grant. This grant covers materials and labor costs for retrofits and replacements of existing lighting, as well as for new lighting that is dark sky friendly.

Per Local Government Code Chapter 505, Sec. 505.158. PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, the Bandera EDC, as a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, can fund projects found by the board of directors to promote new or expanded business development.

For retrofits or replacements of existing lighting, the EDC will reimburse the entire cost of the materials, installation and permit fees, up to \$3,000. For new lighting, the EDC will reimburse the cost of the materials, installation and permit fees of outdoor lighting up to 50% of the total outdoor lighting costs and in an amount not to exceed \$3,000.

All applications will be considered on a first-come, first-served basis according to available funds, and must be submitted by the first day of the month of the regularly scheduled meeting during which the applicant would like to be considered. If applications are not completed properly, they will be returned and moved to the next month's agenda or when the application is completed correctly.

All lighting included in the Outdoor Lighting Grant application must comply with the codes and ordinances of the City of Bandera and be located within the Bandera City Limits.

Attendance at the meeting during which your application is considered is **REQUIRED**. Upon approval of an Outdoor Lighting Grant, ONE check will be issued once all qualifying receipts have been submitted and verified. Applicants must provide proof of compliance as well as total receipts as part of the reimbursement process.

To qualify for an Outdoor Lighting Grant, at the completion of the project, all of the outdoor lighting on the property must be:

- Fully Shielded: The light source is shielded from view of the street and neighboring properties and no light is shining directly into the sky
- Connected to a switch, timer, or motion detector
- At or below 3000 Kelvin Correlated Color Temperature (applies to LED lighting)
- Used for commercial business purposes
- Compliant with all of the applicable codes and ordinances of the City of Bandera

For more information about compliant fixtures, see the diagrams on the following page. For more general dark sky information, visit HillCountryNightSkies.org.

For questions regarding the application or application process, please contact:

EDC Administrative Assistant
banderaedc@gmail.com

Bandera Economic Development Corporation Outdoor Lighting Grant Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to banderaedc@gmail.com.

Business Name: _____

How long have you owned the business? _____ Do you own the building? ___ Yes ___ No

Business Address: _____

Business Mailing Address (if different): _____

Business Contact Name: _____ Title: _____

Contact Phone: _____ Contact Email: _____

What type of business is it? _____

What services or goods are offered? _____

Does the business remit sales taxes to the Texas State Comptroller? ___ Yes ___ No

(if available, attach most recent sales tax from [The State Comptroller](#))

Is the lighting to replace or retrofit existing lighting ___ Yes ___ No OR to install new lighting? ___ Yes ___ No

If it is a replacement or retrofit, when was the current lighting installed? _____

At project completion, will all of the outdoor lighting on the property be fully shielded? ___ Yes ___ No

At project completion, will all of the outdoor lighting on the property be connected to a switch, timer, or

motion detector? ___ Yes ___ No At project completion, will all of the outdoor lighting on the property

be at or below 3000K Kelvin Correlated Color Temperature (applies to LED lighting) ___ Yes ___ No

Total cost of the lighting, including materials and labor? _____

What is the amount of grant funding requested from the BEDC? _____

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature

Date

Building Owner's Signature

Date

Please attach the following (REQUIRED):

1. A professional cost estimate or quote for the price of the project, materials and installation OR receipts for materials or other evidence of cost
2. A business plan (for new businesses)

If available please attach:

1. Photographs or catalog information for the fixtures and shields you will use or consider for this project.
2. A simple diagram with the location and height of each outdoor lighting fixture planned for the site
3. Day and nighttime photographs of all outdoor lighting fixtures on the property and the areas they illuminate.