



# CITY OF NICHOLASVILLE, KENTUCKY

## SMALL BUSINESS PROPERTY INCENTIVE GRANT

In an effort to support local businesses and to increase economic development in the area, the City of Nicholasville is introducing a Small Business Property Incentive Grant for brick and mortar business locations within our Downtown Business District. This grant is being offered by using funds received through the American Rescue Plan Act (ARPA) Funds.

### WHO IS ELIGIBLE TO APPLY?

- Must own or lease a current brick and mortar business within Nicholasville's Downtown Business District as defined by the City of Nicholasville.
- Property must be zoned a DB, B-1, or I-1, with a conforming use, as described in the Nicholasville Zoning Ordinance.
- Be current on all Nicholasville tax payments, occupational license fees and business licenses.

### WHAT CAN THE FUNDS BE USED FOR?

- Cosmetic/Beautification Improvements [including but not limited to: storefront restoration (masonry repair/tuck-pointing/painting), exterior lighting, signage (attached to building), awnings, landscaping (if applicable), permanent fixtures on storefront, exterior windows/doors/shutters]
- Structural Improvements/Repairs
- Other projects by approval of City of Nicholasville

### REQUIREMENTS:

- This Grant will require the applicants to have a percentage match based on the total amount of the project described in the application. The match amounts are:
  - Less than \$10,000 = 10%
  - \$10,000 - \$20,000 = 20%
  - \$20,000 - \$50,000 = 50%
- Grants will be awarded based on the project's cost, scope, and benefit to the Downtown Area as described in the application.
- Grant funds will be distributed as reimbursements only. Funds will not be dispersed until the project is completed, and proof of paid invoice is received. Reimbursement funds are not retroactive and will not refund work completed prior to the approval of the application.

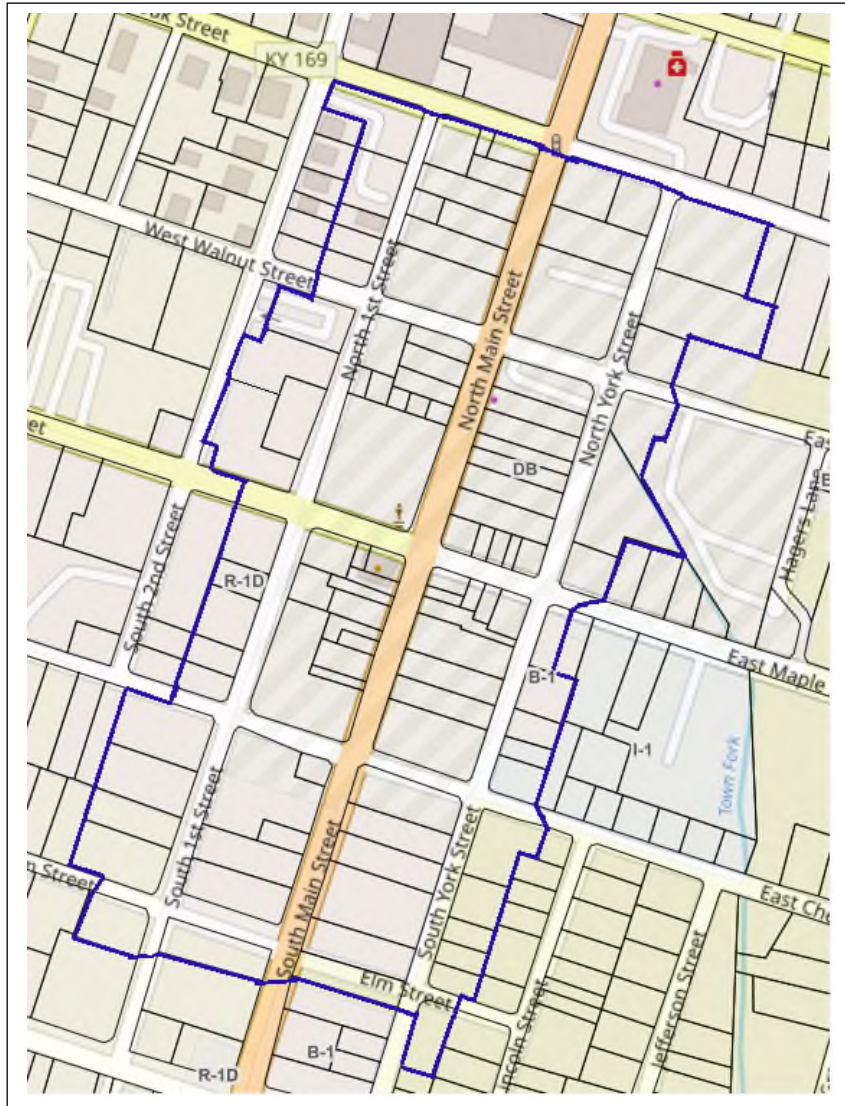
- Funds will be utilized for improvements on existing buildings only. Must be for improvements that will increase the overall look of the building. Funds may **NOT** be used in the purchase of any building in the defined area.
- Project must be completed within 18 months from date of approval. If the scope of the project cannot be completed in that window, applicants must provide a written request for extension to the City of Nicholasville for consideration. Requests must include the amount of additional time that is being requested. A request for extension is not automatic, it must be reviewed and approved.
- Grants are awarded at the sole discretion of the City of Nicholasville. There shall be no appeal process from denial of an application.
- Recipients will be required to provide a completed IRS Form W-9 to City of Nicholasville before funds are distributed. Recipients and any contractors utilized must have a Nicholasville business license.
- Grant funds may be considered taxable and the City of Nicholasville is required to report to the IRS. Each recipient may receive an IRS Form 1099 at year end.

#### **HOW DO I APPLY?**

- Application deadline is September 30<sup>th</sup>, 2022 by close of business at 4:00 P.M. **No late applications will be accepted.**
- Application can be downloaded from the City of Nicholasville's website at <https://www.nicholasville.org> or requested via email from the Grants Administrator at [stephen.pracht@nicholasville.org](mailto:stephen.pracht@nicholasville.org)
- Application must be completed in its entirety and mailed to the City of Nicholasville at 517 N. Main Street; Nicholasville, KY 40356. Mailed applications must be received in our office by the deadline – postmarked by the deadline is not acceptable. Incomplete applications will **NOT** be considered.
- If applicable, in addition to the City of Nicholasville, Code Enforcement and Planning and Zoning must approve before final approval of any permits will be issued.
- Applications will be reviewed in the order they are received; applicants must be timely in their responses and work with the City in order to remain compliant during the process for application approval.

**MAP OF DOWNTOWN BUSINESS DISTRICT:**

- The area within the blue outline is the Nicholasville Downtown Business District and will be the focus of this Incentive Grant.





# CITY OF NICHOLASVILLE, KENTUCKY

## SMALL BUSINESS PROPERTY INCENTIVE GRANT

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

Business Owner (include DBA, if applicable): \_\_\_\_\_

Property Owner if different (include DBA, if applicable): \_\_\_\_\_

Physical Location: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**Check all improvements proposed for this grant:**

**Cosmetic/Beautification Improvements**

**Other (attach detailed scope of project to this application)**

**Structural Improvements/Repairs**

**Please attach the following to this application:**

1. Provide a detailed description of the scope of work at this property.
2. Provide any conceptual drawings or pictures of proposal along with a current storefront picture.
3. Provide any budget information.
4. Provide project timeline.
5. Written consent of property owner (if applicable)

*I hereby certify that I am the owner of the building described above or have attached the written approval from the property owner and am authorized to make this application. I understand all the regulations of this program and will abide by them or I understand that I may forfeit funding.*

\_\_\_\_\_  
*Signature of Business Owner/Authorized Representative*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*