



Downtown Grant Program - Application

The information requested on this form will be used by Market Lubbock, Inc. for analysis of your project.

MLI CONTACT INFORMATION

Jorge Quirino - Director of Downtown & Special Projects Phone: 806.749.4500
Market Lubbock, Inc. (MLI)
1500 Broadway, Sixth Floor, Lubbock, TX 79401 Email: jorge@marketlubbock.org

Date Initial Application Submitted

Projected Project Start Date

Project Property Address
Property LCAD R#

<i>MLI Use Only:</i>	
Ownership address within Lubbock County	☐
Property owned or leased less than 18 months	☐
*No delinquent property taxes	☐

GENERAL INFORMATION

Company Name
Street Address
City, State, Zip

Contact
Title
Phone
Email

INFORMATION ABOUT THE PROJECT

Grant Type: Permittable ☐ Façade ☐ Both ☐

Project Summary Scope

Summary of Expenses (detailed bids attached)	Projected	MLI Approved
FAÇADE		
	\$0	\$0
	\$0	\$0
	\$0	\$0
	\$0	\$0
	\$0	\$0
	\$0	\$0
FAÇADE TOTAL	\$0	\$0
PERMITTABLE		
	\$0	\$0
	\$0	\$0
	\$0	\$0
	\$0	\$0
	\$0	\$0
PERMITTABLE TOTAL	\$0	\$0
GRAND TOTAL	\$0	\$0

Final bids will be used to calculate the project cost and grant amount.

MATRIX POINTS	0	FAÇADE GRANT	\$0
PERCENT	0%	PERMITTABLE GRANT	\$0
		TOTAL GRANT	\$0

COMPANY BACKGROUND

List any person or entity that has at least 5% ownership in the Applicant Company:

Name	Percent	Name	Percent

Is the firm registered with the Secretary of State's Office to do business in Texas?

Yes

Are you in good standing with the State of Texas?

Yes

If you answered "No" to either of the above two questions, please explain

Is the firm and/or principals delinquent on any federal, state or local tax obligations?

No

Has the company or principals of the company had prior bankruptcies or lawsuits?

No

If you answered "Yes" to either of the above two questions, please explain

Is the firm receiving tax revenue from any government agency?

No

Is the firm a non-profit entity? (Does the firm pay property tax and/or sales tax?)

No

PROPERTY OWNERSHIP

*Does the grant applicant own the property?

Yes

*If no, does the applicant have written owner approval of the scope of work?

N/A

DOCUMENTS REQUIRED FROM APPLICANT FOR FINAL GRANT APPLICATION

- Copies of City permits, if applicable (obtained after initial grant app) ☐
- Detailed/Itemized Bids ☐
- Before Pictures ☐
- Copy of building's current certificate of occupancy (request at orr@mylubbock.us) ☐
- Architectural Renderings (if applicable) ☐
- Architectural Plans (if applicable) ☐

POINTS MATRIX (These answers will be used by MLI to determine grant amounts.)**CURRENT PRIMARY USE (sf) (Choose One)**

- Parking Lot Surface ☐
- Parking Garage: Private ☐
- Parking Garage: Public ☐
- Storage/Vacant ☐
- Operating Business: Non-Profit ☐
- Operating Business: For-Profit ☐
- Residential: Market Rate ☐
- Residential: Affordable ☐

FUTURE PRIMARY USE (sf) (Choose One)

- Parking Lot Surface ☐
- Parking Garage: Private ☐
- Parking Garage: Public ☐
- Storage/Vacant ☐
- Operating Business: Non-Profit ☐
- Operating Business: For-Profit ☐
- Residential: Market Rate ☐
- Residential: Affordable ☐

CURRENT SECONDARY USE (sf) (Choose One)

- Not Applicable ☐
- Parking Lot Surface ☐
- Parking Garage: Private ☐
- Parking Garage: Public ☐
- Storage/Vacant ☐
- Operating Business: Non-Profit ☐
- Operating Business: For-Profit ☐
- Residential: Market Rate ☐
- Residential: Affordable ☐

FUTURE SECONDARY USE (sf) (Choose One)

- Not Applicable ☐
- Parking Lot Surface ☐
- Parking Garage: Private ☐
- Parking Garage: Public ☐
- Storage/Vacant ☐
- Operating Business: Non-Profit ☐
- Operating Business: For-Profit ☐
- Residential: Market Rate ☐
- Residential: Affordable ☐

CAPITAL EXPENDITURES (Choose One)

Less than \$100,000 ☐
 \$100,000 to \$249,999 ☐
 \$250,000 to \$499,999 ☐
 \$500,000 to \$999,999 ☐
 \$1,000,000 to \$2,499,999 ☐
 \$2,500,000 to \$4,999,999 ☐
 \$5,000,000 or more ☐

NEW FTE JOBS TO DOWNTOWN (Choose One)

None ☐
 1 - 4 FTE Jobs ☐
 5 - 9 FTE Jobs ☐
 10 or more FTE Jobs ☐

ADDITIONAL APPLICANT RESPONSIBILITIES

Initial application received by MLI prior to the start of construction and/or before permits are assigned ☐

All remaining documents must be received and an application packet presented to the MLI Board no more than three months after the initial application is received by MLI. ☐

Contact Danielle Williams, Business Development Director, City of Lubbock, daniellewilliams@mylubbock.us, to determine:

Does the scope of work meet downtown standards and guidelines? ☐
 Are permits required for any aspect of the scope of work? ☐
 Are public improvements required? ☐

Items Required at Successful Completion of Construction

Certificate of Occupancy or Similar City Document Approving
 Completion (*Applicant responsible for final scope of work matching
 approved scope*) ☐
 Proof of Payment:
 PAID Invoices (must reference the approved project) ☐
 Processed Checks, Bank or Credit Card Statements
 matching PAID invoices (legible copies) ☐

Signature (not required for electronic submittals): _____

Date: _____