STOREFRONT BEAUTIFICATION MICRO GRANT APPLICATION

Thank you for your interest in the City of Stockton's Storefront Beautification Micro Grant Program. The City's Storefront Beautification Micro Grant Program addresses blight and aesthetic appearance by offering grant funding to assist with needed improvements. The mission of this program is to assist with transforming commercial corridors into visually appealing neighborhood destinations. This program supports small business retention/development and neighborhood revitalization which coincides with the goals of the City of Stockton, Economic Development Strategic Plan.

Outlined are some important facts regarding the program. Please read carefully.

1. The program will offer grant awards up to $2,000 per project/property.

2. Grants are available for commercial retail properties located within targeted commercial corridors identified on the attached map AND fall within Stockton City Limits. (See attached map of the program boundaries)

3. Projects must conform to City of Stockton building and zoning codes and be performed by a licensed general contractor or subcontractor. The grant awardee is responsible for obtaining any and all building permits or other permits that may be necessary.

4. Contractors must bid the job according to City guidelines. All required permits are the responsibility of the property owner. For permit-related questions, call the Building Division at (209) 937-8562.

5. Local funds are used for this program. Whenever such funds are used, either in whole or in part, State prevailing wages must be paid for all onsite labor relating to the project, when the project is over $1,000. For more information, visit www.dir.ca.gov (State), or (Labor Compliance Consultant – phone (209) 946-9601).

6. Grants cannot be approved for work begun prior to a formal grant approval. No agreement to grant funds is made or implied by the City until the application is formally approved. Only the City Council and/or City Manager (or designee) can formally approve the grant application.

If you have any questions regarding the Storefront Beautification Micro Grant program, please call (209) 937-8075 or e-mail sheba.person-whitley@stocktonca.gov
This program is called the Storefront Beautification Micro Grant Program for commercial retail properties. The process is as follows:

1. Completed application signed by property or business owner and submitted to the City.
2. Preliminary project description reviewed for eligibility and discussed with applicant. City staff conducts a site visit and/or reviews photographs of the site.
3. All projects must be approved by City of Stockton’s Economic Development Department. Staff will consult the map to ensure properties fall within a designated Commercial Corridor.
4. Bids and all appropriate documentation (such as quote for materials) should be submitted together for review by the City. Bids must state prevailing wages to be paid for all onsite labor of $1,000 or more.
5. Once bids and appropriate documentation have been submitted, documents will be reviewed by Economic Development Staff for approval. Once approved, a grant award letter will be issued to the grantee.
6. A pre-construction meeting is held with the property/business owner and all contractors and sub-contractors to discuss State prevailing wage requirements, as well as to distribute and explain the required forms and certified payroll documentation, if applicable.
7. All required permits are the responsibility of the property/business owner. For building permit questions, call (209) 937-8561.
8. Invoices are paid by the City to contractor(s) when all required documentation is received and verified that the work has been completed.
9. Property/business owner must maintain the property, keeping it free of graffiti and blight.
**Storefront Beautification Micro Grant Program**

Please note: The information requested below will be used to process your application under the terms and conditions of the City's Storefront Beautification Micro Grant Program. It is important to complete the entire application; incomplete forms will be returned to the applicant.

**I. Applicant Information – Please Print Clearly**

1. Contact Name: ________________________________________________________________
   Business: ________________________________________________________________
   Applicant Address: ___________________________________________________________
   City: ________________________ State: ___________ Zip: ___________

   Federal Tax ID or Social Security Number: ______________________

2. Applicant phone number Day: (____) ______________________
   Email address: ___________________________________________________________

3. Status of applicant (please check one):
   ____ Property owner with tenant business
   ____ Property owner/operator of existing business on property
   ____ Business owner

4. Length of ownership of Property/Business: ______ Date Purchased: _____________
   Type of Business: ___________________________________________________________

**II. Property Information**

1. Address of property to be improved:
   ____________________________________________________________
2. Year built: ___________  Square footage: ___________

3. Is this a Historic National Register building?  Yes___ No____ (check one)
   Is this a building of known local significance? Yes___ No____ (check one)

4. What are the current (or planned) types of businesses occupying the building?
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________

III. PROJECT DESCRIPTION

1. Describe work to be completed.
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________

2. Please indicate how many full-time (FT) and how many part-time (PT) jobs will be Retained or Created once the project is completed?
   Retained  FT____  Created FT____
   Retained  PT____  Created PT____
IV. CERTIFICATIONS

1. Privacy Act Statement The information that you are providing will be used to determine your eligibility for financial assistance to rehabilitate the subject property, to determine the amount of assistance and to aid in the administration of the program. This use of information is authorized under Public Law. It is voluntary on your part to furnish the information; however, failure to furnish any of the requested information may delay the processing or may result in the rejection of your application.

2. Grant Repayment Qualifier I (We) understand that this is a grant, and that I (we) agree to keep the building free of graffiti and blight for a period of at least one year after the completion of the project.

3. Certification and Verification of Information I (We) certify that all statements made in this application are true and made for the purpose of obtaining a grant. Under the penalties of perjury, I (we) certify that the information provided is true, correct, and complete. I (We) fully understand that it is a federal crime punishable by fine or imprisonment, or both, to knowingly make any false statements concerning any of the above facts as applicable under the provisions of Title 18, United States Code, Section 1014. Verification may be obtained from any source named in this application. The original or a copy of this application may be retained by the City, even if the grant is not awarded.

4. Licensed Contractor & Building Permit Requirements I (We) understand that if required, work on this project must be done by a contractor licensed by the State of California. The contractor must also possess a business license with the City of Stockton. I (we) further understand that all required building permits are the responsibility of the property owner. For building permit questions, call (209) 937-8561.

5. Contractor Requirements

A. State Prevailing Wage Rates: All contractors working on projects using public funds "either in whole or in part" must pay State prevailing wage rates for all onsite labor exceeding $1,000. Established hourly prevailing wage rates must be paid to all employees performing work at the project site. The current State prevailing wage rate determinations are available the State of California’s Department of Industrial Relations website at www.dir.ca.gov. For additional
information, contact the City’s Labor Compliance Consultant, Kurey & Associates, at (209) 946-9601

I (We) understand that all bids obtained from contractors must contain a statement that the contractor will pay prevailing wage rates, if applicable, and will provide the City with the necessary support documentation as required by federal and state law. I (We) understand that it is my responsibility to ensure such documentation is completed before the City will authorize payment of funds.

B. Equal Employment Opportunity (EEO) I (We) understand that we must comply with the City’s Affirmative Action guidelines for bidding this project and shall not discriminate against any contractor because of race, color, religion, sex, or national origin. The contractor shall comply with EEO provisions relative to Executive Order 11246 and related acts rules and regulations. The contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.

6. Non-Discrimination Clause I (We) understand that there shall be no discrimination against, or segregation of, any person or group of persons on account of race, color, creed, national origin, or ancestry in the sale, lease, sublease, or transfer, use, occupancy, tenure, or enjoyment of grantee’s property; nor shall grantee or any person claiming under such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, sublessees, or vendees in grantee’s property.

_______________________________________  ____________
SIGNATURE OF APPLICANT               DATE

________________________________________               ____________
PRINT NAME               DATE