

# PARKING LOT GRANT PROGRAM

## City of Emory Development Corporation Program Overview:

The **City of Emory Development Corporation (EDC)** has established a **Parking Lot Grant Program** to support local businesses in need of financial assistance to improve their parking facilities. The purpose of this grant is to help enhance the infrastructure of local businesses, improve accessibility for customers, and promote economic growth within the city.

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### 1. Grant Amount and Purpose

The Parking Lot Grant provides a one-time award of up to \$20,000 for eligible businesses to make improvements to their parking lot, such as:

- Resurfacing or repaving
- Expansion or re-striping
- Accessibility improvements (e.g., ADA-compliant spaces)

The grant is intended to help businesses create safer, more functional, and aesthetically pleasing parking lots that meet the needs of their customers and employees.

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### 2. Eligibility Criteria

To be eligible for the Parking Lot Grant, businesses must meet the following criteria:

- Be located within the city limits of Emory, Texas.
  - Be a for-profit, established business with a valid business license.
  - Must be a new or expanding business, or create primary jobs (i.e., jobs that contribute directly to the local economy), or generate sales tax revenue for the City of Emory.
  - Own or lease the property where the parking lot improvements will take place.
  - Demonstrate a clear need for parking lot improvements and how they will enhance the business's ability to serve customers or employees.
  - Submit a completed application by the deadline.
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### 3. Application Process

To apply for the Parking Lot Grant, businesses must complete and submit an application along with the following documents:

- **Business Information:** Business name, address, and contact information.
- **Project Proposal:** A detailed description of the parking lot improvements, including a budget estimate and timeline.
- **Before Photos:** Photos of the existing parking lot to show current conditions.
- **Supporting Documents:** Proof of property ownership or a copy of the business lease (if applicable), a valid business license, a summary describing why your business should be chosen, and any other documents requested by the City of Emory.

Applications must be submitted by **July 1, 2025**. Applications will be reviewed by the City of Emory's Development Corporation Board on July 2, 2025. The recipient will be selected based on the merit of their proposal, the project's impact, and alignment with the program's goals.

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#### 4. Selection Criteria

The selection of grant recipients will be based on the following criteria:

- The quality and feasibility of the proposed parking lot improvements.
  - The business's ability to complete the project within the proposed timeline.
  - The potential impact of the project on the business and the local economy.
  - The demonstrated need for the improvements, including how it will benefit the customers and employees of the business.
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#### 5. Grant Award and Payment Terms

- The maximum grant award is \$20,000.
  - Awarded funds will be paid directly to the contractor upon completion of the project and submission of required documentation (invoices, receipts, photos of completed work).
  - The grant funds must be used exclusively for the proposed parking lot improvements.
  - Grant recipients must complete their parking lot improvements within 90 days of receiving the award, unless otherwise approved by the EDC Board.
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#### 6. Reporting and Compliance

Grant recipients must submit the following upon completion of their project:

- **Final Report:** A summary of the project, including final costs, descriptions of the work completed, and any changes to the initial proposal.
- **Photos:** Photos showing the completed parking lot improvements.
- **Receipts and Invoices:** Proof of payment for the project costs.

Failure to meet the requirements for final reporting or improper use of the grant funds may result in a request for repayment of the awarded funds.

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## 7. Miscellaneous

- **Program Modifications:** The EDC reserves the right to modify the program at any time, including the amount of the grant or the eligibility criteria.
  - **Legal Compliance:** The program is subject to all applicable federal, state, and local laws.
  - **No Guarantee of Funding:** Submission of an application does not guarantee grant funding.
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## 8. Program Administration

The EDC will administer the Parking Lot Grant Program. For more information, or to submit an application, please contact:

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