



Application for Sign Grant Aubrey Municipal Development District/City of Aubrey

PROPERTY OWNER INFORMATION					
Name				Date	
Property Address			Suite #		
City	State		ZIP		
Phone	E-mail and/or Fax				
If property owner mailing address is different, list here:					
Are you the Business Owner?	___ Yes ___ No If not, please list the Business Owner contact information below.				
Name/Business				Date	
Business Address			Suite #		
City	State		ZIP		
Phone	E-mail and/or Fax				
PROJECT REPRESENTATIVE CONTACT and PROJECT INFORMATION					
Project Rep. Name/Company					
Mailing Address			Suite #	City/Zip	
Business in City Limits or ETJ?	City ____	ETJ ____	Sign Sq. Ft. of display area & Sign Dimensions:		
Property in Good-Standing with Taxes and Liens?	Yes ____	No ____	Projected Start Date:		
			Projected End Date:		
Estimated Cost of Sign/Improvements <i>(Attach detailed line-item cost estimate, including items eligible for grant; overall project budget and schedule)</i>	\$ _____		Estimated Total Costs		
	\$ _____		Grant Amount Request		
ATTACHMENTS					
Check all the items that are attached and see Page 3 of the application to check the eligible items list:					
☐	Total Project Cost & Budget with Installation Schedule	Remit application with the detailed description of the project and how it will accomplish the program goals, attachments and other documentation supporting request, to: City of Aubrey - Municipal Development District 205 S. Main St Aubrey, TX 76227 Or via email to cgossett@aubreytx.gov Questions regarding the application or program, contact: MDD Executive Director, 940-440-9343, Ext. 110; Cell 940-765-1215			
☐	Detailed Sign Description				
☐	Property Plat and/or Photos or Drawings with location				
☐	Copy of Lease <i>(if not prop. owner)</i>				
☐	Written Approval of Grant Application from prop. owner				

Section 3	Eligible Properties & Businesses					
	Improvements	Check if Qualified	Any Other Comments:			
A	<u>Location:</u> (Section 3.1.1)					
B	<u>Type/Ownership & Approval:</u> (Sections 3.1.2 and 3.1.6; <u>Business Tenants:</u> Sections 3.2. 3.2.2 and 3.2.3)					
C	<u>In Good Standing:</u> (Sections 3.1.3 to 3.1.8)					
Section 4	Eligible IMPROVEMENTS					
	Improvements	Total Cost	Policy Max 50%	Policy Min/Max \$1,500 - \$30,000	Amount Requested	Amount Approved
A	<u>Sign Improvements:</u> (Section 4.3) •	\$		\$	\$	\$
B	<u>Visual</u> (Section 4.3.1) •	\$		\$	\$	\$
C	<u>Replacement:</u> (Section 4.3.2) •	\$		\$	\$	\$
D	<u>New Signs:</u> (Section 4.6) •	\$		\$	\$	\$
E	<u>Demolition:</u> (Section 4.4) •	\$		\$	\$	\$
F	(Max. Grant Per Policy = \$10,000) TOTAL SIGN GRANT APPROVED:					
G	<u>Are there other Non-Grant Improvements planned? If so, please describe:</u>					

1. Cost overruns will not be considered for matching funds.
2. All projects must comply with all federal, state, and local laws and regulations, including but not limited to building codes, permitting, and inspections when applicable.
3. Any materials submitted to the AMDD may become public information. Please do not include information that is considered proprietary or sensitive.
4. The AMDD reserves the right to use any materials submitted to the AMDD as part of this application process for its own internal or external purposes.
5. Any Improvement(s) not identified as eligible below. A potential applicant may discuss an improvement not identified in the policy with Staff to ascertain whether or not the enhancement meets the purpose and intent of this Policy. If so, an amendment to this Policy may be placed before the AMDD Board to determine the merits of including a new eligible enhancement.

Section 6	Applicant / Owner Certifications: In accordance with Resolution 995-26 adopting the Property Improvement Program Incentives Policy, the undersigned do hereby certify the following:
A	Section 6.1 - Application Accuracy: The information provided in the Application, and all that may have been affixed thereto, is true and correct, and that the Board may rely on all of the information therein contained, and all that may have been affixed thereto, as being true and correct.
B	Section 6.2 - Compliance: I (we) certify that I am (we are) solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinance and other applicable regulations. Neither approval of an Application nor payment of a Property Enhancement Improvement Grant upon completion of the project shall constitute approval of the project by any City department, Board Member or Staff or a waiver by the City of any safety regulation, building code, ordinance or other applicable regulation.
C	Section 6.3 - Insurance: I (we) certify that I (we) maintain sufficient insurance coverage for property damage and personal injury liability relating to the project.
D	Section 6.4 - Maintenance: I (we) certify that the Enhancements, once approved by the City shall be maintained for a period of three (3) years from the date of payment. No changes shall be made without prior written approval from the Board. Failure to maintain or abandonment of the Improvements shall entitle the AMDD to a refund of the Grant awarded.
E	Section 6.5 -Tax Paying Entity: I (we) certify that I (we) will not take any action that would result in the business being exempt from collecting sales taxes owed to the City of Aubrey and/or the Aubrey Municipal Development District for a period of three (3) years from the date of payment.
F	Section 6.6 - Discretionary Rights: I (we) certify that I (we) acknowledge that the Board has the absolute right of discretion in deciding whether or not to approve a Sign Grant relative to the Application, whether or not such discretion is deemed arbitrary or without basis in fact, including the right to approve or disapprove a Grant on terms and conditions that are contrary to the guidelines of this Policy.
G	Section 6.7 - Policy Promotion: I (we) authorize the Board to use an approved project to promote the merits of this Policy, including but not limited to displaying a sign at the Property or Business during and within thirty (30) days after construction, and using photographs and descriptions of the project in distribution material, press releases, social media and on the Board's website.

Indemnification: The Applicant shall certify that they are solely responsible for overseeing the work, and will not seek to hold the City, and/or their agents, employees, officers, and/or directors liable for any property damage, personal injury, or other loss related in any way to this Policy, and by submission of an Application, agrees to indemnify the City, and / or their agents, employees, officers, and / or directors from any claims or damages resulting from the project, including reasonable attorney fees.

Signature of Property Owner: _____ Date: _____

Signature of Business Owner: _____ Date: _____
(if different from Property Owner)

The AMDD reserves the right to approve or deny any application for Grant funding for any reason. Though the policy includes examples of Eligible Improvements, the Board is not obligated to provide funding for all or any Eligible Improvement(s). Further, the AMDD reserves the right to request the applicant to modify the proposed project to better accommodate the existing or desired design aesthetic of the area in which the proposed project lies.

An application exceeding \$10,000 may be subject to hearings and approval by the Aubrey City Council, in accordance with Section 505.158 of the Texas Local Government Code.