

# World Heritage Area Legacy Business Grant Pilot Program

## Application package

### COMPLETE ALL SECTIONS OF THE APPLICATION

The application consists of the following sections:

- 1) Business and Applicant Information;
- 2) Matching Grant Request;
- 3) Documents checklist
- 4) Disclosure Statement

APPENDIX I: Legacy Business Capacity Building Workshop Information

### APPLICATION SUBMISSION

Application forms and all supporting documents may be submitted via email, regular mail, courier, and in-person to:

World Heritage Office  
101 S. Santa Rosa Ave.  
2<sup>nd</sup> Floor, San Antonio, TX 78207

You will receive an email confirming receipt of your application and a follow-up response within two weeks of the application receipt.

### QUESTIONS?

If you have any of the questions or need assistance regarding the application requirements and process, please contact World Heritage staff by phone at (210) 207-2111 or by email at [worldheritage@sanantonio.gov](mailto:worldheritage@sanantonio.gov)

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**Section One: Applicant Information**

<b>NAME OF BUSINESS:</b>		
<b>BUSINESS OWNER(S) (identify the person(s) with the highest ownership stake in the business)</b>		
<b>CURRENT BUSINESS ADDRESS:</b>		<b>TELEPHONE:</b>
		(    )
		<b>EMAIL:</b>
<b>WEBSITE:</b>	<b>FACEBOOK PAGE:</b>	<b>TRIP ADVISOR PAGE</b>

<b>APPLICANT'S NAME</b>	
	<input type="checkbox"/> Same as Business
<b>APPLICANT'S TITLE</b>	
<b>APPLICANT'S ADDRESS:</b>	<b>TELEPHONE:</b>
	(    )
	<b>EMAIL:</b>

<b>SAN ANTONIO BUSINESS ACCOUNT NUMBER:</b>	<b>SECRETARY OF STATE ENTITY NUMBER (if applicable):</b>
<b>LEGACY BUSINESS REGISTRY LETTER:</b>	
<b>ATTACHED THE LETTER</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>DATE OF APPROVAL:</b>

<b>OFFICIAL USE: To be Completed by WHO Staff</b>	
<b>NAME OF NOMINATOR:</b>	<b>DATE OF NOMINATION:</b>

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**Section Two: Matching Grant Request**

REQUEST FOR IMPROVING	BRIEF DESCRIPTION OF THE PROJECT	GRANT AMOUNT REQUESTED (Max of 30,000\$ per grantee)	PROJECT TOTAL COST
<p align="center">FAÇADE OR/AND EXTERIOR</p> <p align="center">(Max of 10,000\$)</p>			
<p align="center">SIGNAGE</p> <p align="center">(Max of 10,000\$)</p>			
<p align="center">PARKING LOT OR/AND LANDSCAPE</p> <p align="center">(Max of 10,000\$)</p>			

Professional, architectural and City permits fees may also be included in the total improvement cost.

Signature

Date

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**Section Three: Documents checklist**

- Application Form (total cost of project, preliminary design)
- Photo documentation of current condition.
- Scope of Work (project budget and estimated timeline for completion).
- At least 2 bids or estimates prepared by a licensed, bonded and insured contractor for work to be completed.



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## Section Four: Disclosure Statement

### **San Antonio Taxes, Business Registration, Licenses, Labor Laws and Public Information Release.**

This section is verification that all San Antonio taxes, business registration, and licenses are current and complete, and there are no current violations of San Antonio labor laws. This information will be verified and a business deemed not current in with all San Antonio taxes, business registration, and licenses, or has current violations of San Antonio labor laws, will not be eligible to apply for the Business Assistance Grant.

In addition, we are required to inform you that all information provided in the application will become subject to disclosure under the California Public Records Act. (Does Texas or San Antonio have a similar requirement?)

Please read the following statements and check each to indicate that you agree with the statement. Then sign below in the space provided.

- I am authorized to submit this application on behalf of the business.
- I attest that the business is current on all of its San Antonio tax obligations.
- I attest that the business's business registration and any applicable regulatory license(s) are current.
- I attest that the Office of Labor Standards and Enforcement (OLSE) has not determined that the business is currently in violation of any of the City's labor laws, and that the business does not owe any outstanding penalties or payments ordered by the OLSE. (Does San Antonio have a similar requirement?)
- I understand that documents submitted with this application may be made available to the public for inspection and copying pursuant to the California Public Records Act and San Francisco Sunshine Ordinance. (Does Texas or San Antonio have a similar requirement?)
- I hereby acknowledge and authorize that all photographs and images submitted as part of the application may be used by the City without compensation.

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Name (Print):

Date:

Signature:

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**APPENDIX I: Legacy Business Capacity Building Workshop  
Information**

Three business capacity building courses could be completed via one of the below organizations:

- 1) The Southside First Echale's Gas Program
- 2) Launch SA
- 3) UTSA
- 4) Other approved development programs

