



# CITY OF BEREA

*"The Grindstone City"*

**Cyril M. Kleem**  
Mayor

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Website: [www.cityofberea.org](http://www.cityofberea.org)

## **2015 City of Berea Grant and Tax Credit Programs**

*All recipients will be asked to provide an Occupancy Permit, a Business Plan or Marketing Plan, completed IRS W-9 form and City of Berea New Vendor Form before funds are disbursed. All funds are conditioned upon compliance with the City of Berea Exterior Maintenance Code, Zoning Code and all other related codes.*

### **Business Grant Programs**

\*Grant Programs are citywide and have limited funds\*

- **Building Improvement Program:** Assistance for interior/exterior building improvements or equipment purchase is offered at 15% of total project cost up to \$7,500. If awarded a grant for the Building Improvement Program, the project must be completed and paid for by November 30, 2015 or funds will be forfeited. This program is citywide and has limited funds.
- **Signage Assistance Program:** A building restoration and signage plan that is commercially sound and architecturally attractive may receive a rebate of 50% of the architectural costs/signage, not to exceed \$1,600.00 per project. All permanent exterior signage must be approved by the Berea Municipal Planning Commission and Heritage Architectural Review Board, if applicable. If awarded a grant for the Signage Assistance Program, the project must be completed and paid for by November 30, 2015 or funds will be forfeited. This program is citywide and has limited funds.
- **Rent Reimbursement Program:** Rent reimbursement for 15% of the monthly rent for a business in the City of Berea for a period not to exceed one year. The City's 15% portion of monthly rent shall not exceed \$450.00. This program is available to businesses that have been in business for up to two years or are able to demonstrate a hardship. This program is citywide and has limited funds.
- **BW Business Assistance Grant:** For existing Berea businesses and startup businesses that locate within the City of Berea, the City of Berea will reimburse the business for the cost of Baldwin Wallace University's business assistance services up to \$300 for a Feasibility Study, \$1,500 for a Detailed Business Plan and the hourly rate for student work up to 60 hours at the Digital Marketing Clinic. Reimbursement is contingent upon proof of completion of the services, proof of payment to BW and a commitment to remain in business in the City of Berea for 5 years from the time of reimbursement. If awarded a grant for the BW Business Assistance Grant, the project must be completed and paid for by November 30, 2015 or funds will be forfeited. This program is citywide and has limited funds.
- **Hood Installation Program:** When installing a commercial kitchen hood ventilation system in an existing structure, the City of Berea will reimburse a business 50% of the cost of the hood up to \$5,000. If awarded a grant for the Hood Installation Program, the project must be completed and paid for by November 30, 2015 or funds will be forfeited. This program is citywide and has limited funds.

- **BGV Grant and Scholarship Program:** Upon successful completion of the BGV Entrepreneur Program and opening a new business in the City of Berea within one year of successful completion, the City of Berea will provide the BGV graduate with a \$1,500 grant to be used toward any valid business purpose as well as provide reimbursement of the cost of the BGV courses up to \$250. This program is citywide and has limited funds.

*Business Tax Credit Programs ( requires approval by Berea City Council)*

- **Job Creation Tax Credit (“JCTC”):** (Upon Legislative approval) 1.2% of the 2% payroll tax of the total municipal income tax per quarter based on a minimum of \$100,000.00 and creation of five jobs. A JCTC Agreement can last up to 10 years.
- **Vacant Building Tax Credit (“VBTC”):** (Upon Legislative approval) Building must be vacant for at least 2 years and creation of a new payroll of at least \$1,000,000. A rebate of 1.2% of the 2% payroll tax of the total municipal income tax per quarter. A VBTC Agreement can last up to 10 years.

*\*Programs are citywide and have limited funds\**

**APPLICATION FOR BUSINESS GRANTS 2015**

- Check all applicable:**
- |   |   |
|---|---|
| <input type="checkbox"/> Building Improvement Program | <input type="checkbox"/> Signage Assistance Program   |
| <input type="checkbox"/> Rent Reimbursement           | <input type="checkbox"/> BW Business Assistance Grant |
| <input type="checkbox"/> Hood Installation Program    | <input type="checkbox"/> BGV Grant & Scholarship      |

Name of Business: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Name of Business Owner: \_\_\_\_\_

Phone # of Business Owner: \_\_\_\_\_

Email of Business Owner: \_\_\_\_\_

Name of Property Owner (if different from above): \_\_\_\_\_

Phone # of Property Owner: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Permanent Parcel #: \_\_\_\_\_ Real Property Taxes Current? \_\_\_\_\_

Number of employees: \_\_\_\_\_ Number of Years in Business: \_\_\_\_\_

Description of Project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are any green materials or sustainable building techniques to be used in the project, if so explain:

\_\_\_\_\_

Cost of Project: \_\_\_\_\_

In order to receive funds, **ALL** of the following must be submitted and approved for all programs:

- Business/Marketing Plan       Occupancy Permit       Copy of Paid Invoices, Returned Checks, Credit Card Statements, Money Orders etc.

Additional information is needed for the following programs.

**Rent Reimbursement**

Monthly Rent: \$\_\_\_\_\_ (Rent only, does not include utilities or any other fees or charges. Monthly rent needs to be verified by attaching a copy of the rental agreement.)

Maximum monthly assistance provided by the City of Berea: \$\_\_\_\_\_  
(The City of Berea will provide 15% of the monthly rent not to exceed \$450.00 per month, or determined by The City of Berea. Payments will be made on a quarterly basis. Before each quarterly reimbursement is made by The City of Berea, evidence of rent payment will need to be provided by the business).

Rent Reimbursement Grant Starting Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

In order to receive funds, **ALL** of the following must be submitted and approved:

- Business/Marketing Plan       Occupancy Permit       Copy of Lease Agreement

**BW Business Assistance Grant**

In order to receive funds, **ALL** of the following must be submitted and approved:

- Copy of finished product produced by BW       Proof of payment to BW via check, credit card, etc.       Letter of intent committing to keep business in Berea

**BGV Grant & Scholarship**

In order to receive funds, **ALL** of the following must be submitted and approved:

- Copy of diploma from BGV       Proof of payment to BGV via check, credit card, etc.

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**Signatures:**

Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Community Development Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**City Use Only:**

Date Received: \_\_\_\_\_ Taxes: \_\_\_\_\_

Permits Pulled: \_\_\_\_\_