



CITY OF RIO VISTA

1 Main Street, Rio Vista, CA 94571
(707) 374-6451 ♦ www.riovistacity.com

CITYWIDE ECONOMIC DEVELOPMENT BUSINESS MATCHING GRANT PROGRAM: GUIDELINES

To be read and signed by the grant applicant.

Overview

Preserving the sense of community and small-town character have been identified as core principles for Rio Vista. Economic development provides residents the opportunity to live, work, and shop in town. Economic development also enhances a strong sense of community as well as Citywide business viability and tourism.

To catalyze economic development, the City now forms the Rio Vista Economic Development Fund (EDF). The EDF would financially support projects that will improve new and existing businesses or commercial properties. The City aims for the process to be simple for applicants, with the goal of approving grant applications within thirty (30) calendar days.

Metrics for Success

The program will be a success if businesses utilize the funds to enhance the physical appearance of their business or realize economic gain from the funded project.

Funding Sources

The City Council approved \$50,000 and created a fund dedicated to supporting business. This is a pilot program funded by the American Rescue Plan Act of 2021. This would be the initial funding source. Additionally, the City may seek additional financial support from local banks and private donors.

General Guidelines

This is a one-to-one (1:1) matching program, with a maximum benefit of \$10,000. An applicant/business can only be awarded one time.

The EDF is available to any new or existing business that has a project that requires funding that does not require a State permit, Federal permit, and beyond a simple City permit.

Either property owners or business owners who own property or who lease property within the City limits can participate. If an applicant is a tenant, then a Landlord's Consent must be provided confirming the property owner's approval of the project. A copy of the lease will also be required.

Examples of Projects Eligible for EDF	
YES	NO
Exterior painting of commercial / business building	Construction costs
Replacing single-pane windows	Labor Costs
Purchasing required commercial refrigerator strictly for business inventory use	Home-based business expenses
Home-based businesses transitioning to “brick-and-mortar” location	

Each application is limited to a maximum \$10,000 matching grant. For instance, if an applicant is purchasing a storefront window that has a cost of \$4,000, the grant could be for a maximum amount of \$2,000. If an applicant submits a project with a proposed cost of \$20,000, the maximum grant would be \$10,000.

Criteria for Eligibility

1. Current members of City Council and their immediate family members are not eligible to apply.
2. Past members of City Council who have left office in less than one (1) year are not eligible to apply.
3. Home-based businesses are not eligible unless said business is in the process of converting from home-based to “brick-and-mortar” location.

Grants will be made for eligible improvements to buildings located within the City limits. Eligible improvements include:

- Storefronts;
- Display windows;
- Wood treatments;
- Exterior painting and lighting;
- Awnings and canopies attached to the building;
- Signs; and
- Equipment to expand the business

Reimbursement Process

Grants will be disbursed on approved expenses incurred and submitted by the grant recipient for reimbursement. If a City permit is required, the project must be completed to receive reimbursement. A final picture of improvements made by the property owner or business owner will be required at completion. Authorization to post before and after photos of the work in public and online media platforms is required.

I ACKNOWLEDGE THAT I HAVE RECEIVED, READ, AND UNDERSTAND THE GUIDELINES FOR THE CITYWIDE ECONOMIC DEVELOPMENT BUSINESS MATCHING GRANT PROGRAM.

Signature of Applicant

Date

PLEASE RETURN THIS SIGNED FORM ALONG WITH YOUR APPLICATION TO:

**City of Rio Vista
Attn: Assistant City Manager
1 Main Street, Rio Vista, CA 94571
Or email jschultz@ci.rio-vista.ca.us
Subject: EDF GRANT APPLICATION**

Approved by City Council
October 3, 2023