

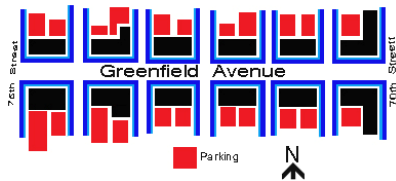


RELOCATION ASSISTANCE GRANT PROGRAM

TARGET AREA

The target area for the program is contiguous with the boundaries of the Downtown West Allis Business Improvement District (BID).

Downtown West Allis Business Improvement District



PROGRAM OBJECTIVES

Downtown West Allis, Inc. provides financial incentives to businesses moving into previously vacant spaces within the district. The program objectives include: the retention and recruitment of growing businesses, filling space currently vacant or where a vacancy is imminent, creating a healthy business mid, and increasing employment opportunities. The program augments the City's Commercial Façade Improvement Program by assisting with relocation costs, whereas the Commercial

Façade Program will help with façade improvements. In addition, Downtown West Allis, Inc. offers Signage Grants for removal of old signage and for new signage. Any combination of the two programs can offer a powerful incentive to a new or relocating business to choose Downtown West Allis.

TYPES OF SUBSIDY

Grants up to \$1.00 per square foot to businesses that have been targeted for recruitment by the Downtown West Allis Business Improvement District. Maximum subsidy is based upon amount of square foot occupied.

PROGRAM ELIGIBILITY REQUIREMENTS

New businesses and existing businesses are eligible.

EXISTING BUSINESSES:

The expansion of an existing downtown business is eligible for the additional space occupied.
(For example: New occupied space – Current occupied space = Total square feet considered.)

NEW BUSINESSES:

The criteria for a new business include economic and employment impact brought to the downtown, the nature of the business and whether or not it complements the existing businesses of the downtown.

An eligible business can receive relocation assistance by fulfilling the following requirements:

- Establishing a business within the BID boundaries
- Conducting business on a regular basis at that location for at least 40 hours per week / five days per week.
- Completing an uninterrupted period of business for 90 days
- Providing a copy of property ownership or signed lease of no less than one year.
- Providing a copy of Certificate of Business Occupancy.
- Verification of total square footage by Economic Development Committee

Any and all property alterations must conform to the Architecture Standards, Design Standards and Signage Code developed by the BID and the City of West Allis. The business must furnish documentation of a valid occupancy permit before the grant is disbursed.

SPECIAL NOTICE

No more than one such payment shall be made to a business at any one address in order to avoid paying multiple businesses using the same location. Awards are limited by the amount of funds allocated in the BID Annual Operating Budget for this purpose. Basements, balconies, bathrooms and storage closets are excluded from calculations for total occupied square feet.

HOW TO APPLY

Relocation Assistance Grant Applications are **available online** or at the BID Office located at the address below. The application must be submitted prior to moving into the location being considered. Further the application must be accompanied by a description of your business in the form of a letter or a copy of a business plan, and a description of any planned improvements to the property.

All grants are subject to the Economic Development Committee's and the Downtown West Allis, Inc.'s Board approval.

Downtown West Allis Business Improvement District
7231 W. Greenfield Avenue – Suite 201 West Allis, WI 53214
Phone: 414-774-2676 Fax: 414-774-7728
Email: promotions@downtownwestallis.org