



ECONOMIC DEVELOPMENT

QUALITY OF LIFE GRANT POLICY

The purpose of the Quality of Life Grant Program is to encourage improvements to community properties and activities in West, and which add to the economic well-being and lifestyle aspects of the city.

Grants will focus on the following general guidelines:

1. All grants are subject to the execution of a Performance Agreement by both parties.
2. Grants to reimburse costs for quality of life improvements will be awarded up to a maximum of \$10,000 per address (or an amount as deemed appropriate by the EDC Board of Directors).
3. Only costs from a vendor for purchased labor or materials will be recognized for funding. Costs for the applicant's employee labor or in-stock materials are not eligible for reimbursement.
4. To qualify, the proposed project must start after grant approval and be completed within six months of the award.
5. All plans must be submitted to the City of West for proper approvals and permits if applicable.
6. The WEDC Executive Director or designee will verify start of work and completion of work.
7. No grant reimbursement funds will be paid until the project is complete.
8. Costs incurred prior to the date of the grant approval will not be recognized for matching funds.
9. The Community Revitalization Grant is a reimbursement for work completed which has been paid by the grant awardee. WEDC will not be liable to any contractor or supplier for work provided to a grant awardee.

Grants will be awarded using the following criteria:

1. The impact of the proposed project improving quality of life and/or the potential tax revenues generated for the City.
2. The track record of the applicant for successfully improving a community's well-being.
3. To provide for people's well-being, safety and happiness in the City of West.
4. The potential creation or retention of jobs.
5. Use of local contractors or suppliers is preferred.

Procedure for Application for a Community Revitalization Grant:

1. Complete the grant application.
2. The WEDC will notify applicants within 60 days regarding the approval/rejection of the grant. Applicant may be asked to appear before the WEDC board at a review meeting to present information on the grant application.
3. Grant recipient will be officially notified by mail or email.
4. Upon grant approval, grant recipient and WEDC Board President will sign the Performance Agreement.
5. As required by city codes, applicant must submit plans to city for proper approvals and permits.
6. Project must be completed within six months.
7. When the project is complete, the applicant must request the WEDC Executive Director (or designee named by the Board) to verify completion and costs.
8. Upon verification that the project has been completed and the terms of the Performance Agreement are fulfilled, and at the direction of the West EDC, the City of West will process a check to the applicant for reimbursement of awarded funds up to the amount at the specified matching ratio.