



Economic Development Corporation | 200 E Main Street | Hamilton, Texas | 76531
(254) 386-8116 opt. 9 | edc@hamiltontx.com | hamiltontexas.com

Start-up Business Grant – Application Packet

The Hamilton Economic Development Corporation (HEDC) Start-up Business Grant Program is established to support entrepreneurship and encourage new business creation in the City of Hamilton. Start-up businesses play a critical role in expanding local commerce, increasing employment opportunities, and contributing to long-term economic vitality. Through this program, HEDC seeks to reduce common financial barriers faced by new business owners and help position new ventures for early success.

The program is funded and administered by the HEDC Board of Directors, which retains full authority to amend, adjust, or discontinue the program at any time. All award decisions made by the Board are final.

Scope and Funding

For FY 2025–2026, HEDC has allocated \$12,000 for the Start-up Business Grant Program. Grants are competitive and will be awarded on a first-come, first-served basis until all funds have been committed. Each approved project is eligible for up to \$4,000 in reimbursement funding, not to exceed the program's total annual allocation.

A complete business plan must be submitted with every Start-up Business Grant application. Applicants are encouraged to utilize the free business plan counseling and development services offered by the Tarleton State University Small Business Development Center (SBDC). SBDC consultants will travel to Hamilton to meet with clients.

Applications must be submitted by 4:00 p.m. on the first Wednesday of each month to be included on the following HEDC Board agenda. Applicants who are denied may reapply after thirty (30) days if a revised application materially addresses the reasons for denial.

Eligibility Requirements

Grant funds may be used only for commercial purposes. If a property is zoned for both residential and commercial use, grant and matching funds may be used only toward the commercial portion of the property. Tenants may apply, provided they submit written

authorization from the property owner for any project that affects the structure, interior improvements, or property in any way.

Each application must include a sketch, rendering, photo, or description of the proposed improvements or purchases. HEDC may terminate any grant project that has not been completed or purchased within 180 days of approval, or if the business fails to open as proposed.

All Start-up Business Grants are reimbursement-based. Reimbursement may be requested only after the approved project elements have been completed or purchased, the business has submitted all required documentation, and the applicant demonstrates that all contractors or vendors have been fully paid. HEDC may deny applications from businesses or owners who have received a Start-up Business Grant within the previous 3 years to encourage widespread participation.

Application Form & Acknowledgments

Submit completed applications to:
Hamilton Economic Development Corporation
200 E Main Street | Hamilton, TX 76531
(254) 386-8116 opt. 9 | edc@hamiltontx.com

Application Form

Date: _____

Business Name: _____

Business Address: _____

Primary Contact Name: _____

Phone: _____ Email: _____

Property Owner (if different): _____

Project Description:

Economic Impact Information

(Required to demonstrate compliance with Texas Local Government Code Chapter 505)

Please answer the following questions to help the HEDC evaluate how your project will promote or develop new or expanded business enterprises in Hamilton.

1. Business Growth Potential

How will this project help you attract new customers, increase sales, or expand your business operations?

2. Job Creation or Retention

Will this project help create new jobs or retain existing jobs at your business?

☐ Yes ☐ No

If yes, please describe the number and type of jobs:

3. Investment and Private Funding

What is your estimated total private investment in this project (your 25% match or more)?

\$ _____

4. Business Visibility and District Vitality

How will your project enhance the appearance, visibility, or marketability of your building or business within the downtown district?

5. Other Economic Benefits

List any other ways this project will contribute to economic growth or increased business activity in Hamilton.

Bid Information

Bid #	Contractor / Vendor Name	Quote Amount
1	_____	\$_____
2	_____	\$_____

(At least one bid must be from a 76531 business)

Attachments Checklist

- ☐ Two competitive contractor bids (at least one from a 76531 business)
- ☐ Photo of current conditions
- ☐ Sketch or rendering of proposed improvements
- ☐ Written property owner authorization (if tenant applicant)

Property Owner Authorization

(Required if the applicant is not the property owner)

I, _____, am the legal owner of the property located at
_____, Hamilton, TX. I grant permission to
_____ to complete the improvements described in this
application.

Signature (Owner) _____ Date _____

Applicant Acknowledgment and Certifications

By signing below, I certify and acknowledge the following:

- **Program Compliance**

I have read and agree to comply with all requirements of the Hamilton Economic Development Corporation (HEDC) Start-up Business Grant Program.

- **Reimbursement Only**

I understand this is a reimbursement-only program and that no work may begin until the HEDC Board of Directors has formally approved the project.

- **Legal & Regulatory Compliance**

I will comply with all applicable building codes, zoning ordinances, and permitting requirements.

- **Workforce Compliance**

I will not knowingly employ undocumented workers, as required by Texas Government Code § 2264.051. I understand that a violation may result in repayment of any grant funds received.

- **Litigation Status**

Neither I, my business, nor the property owner are currently involved in litigation or legal action against the City of Hamilton or the HEDC. I understand that if such litigation arises during the application or award process, the grant may be rescinded.

- **Performance Agreement Requirement**

I understand that if my application is approved, I will be required to enter into a Grant Performance Agreement with the HEDC before funds are disbursed.

Signature (Applicant)

Date