



FLIP Program Application

PDF applications can be submitted via email to Leticia Pantoja, Business Development Manager, at lpantoja@edinburgedc.com or delivered to the EEDC office by **Friday, April 24, 2026 at 5:00 PM**. The deadline for online application submissions is Thursday, April 23, 2026, at 5:00 PM. Late submissions will not be considered.

Business Information

Name of Business: _____

Business Owner's Full Name: _____

Business Owner's Phone number: _____

Business Owner's Email: _____

Brief description of business:

Specify Industry Classification Code (NAICS): _____

Please click [here](#) to locate your industry code and enter below or visit the website at naics.com/search. Type in the type of business in the keyword search under NAICS. (This should be a six-digit number, for example: 722511).

Business Physical Address: _____

Mailing Address: _____

Do you own or lease the building?

- Own
- Lease

If you own the property, do you intend to sell the property within the next year?

- Yes
- No

Property Information

Property Owner's Full Name: _____

Property Owner's Email: _____

Property Owner's Address: _____

Property Owner's Phone Number: _____

Number of Existing Employees:

_____ Full-Time

_____ Part-Time

_____ Hiring

Do you plan on hiring more employees in the next year?

- Yes
- No

If yes, how many employees do you plan on hiring? _____

Yearly Revenue: \$ _____

How many years has your business been in operation? _____

Project Improvement Information

Select the type of improvement project you are applying for. Check all that apply.

- Construction of Outdoor Patios
- Exterior painting, re-siding, cleaning, or other improvements that revitalize the storefront appearance
- Exterior restoration of significant architectural detail
- Installation of permanent landscaping
- Murals
- New doors, windows, or awnings
- Parking lot resurfacing with striping
- Repair, removal, and replacement of old signage
- Roof repairs that are part of the existing building

Total Cost of Improvements: \$ _____

Summary of project and work for which grant is requested:

Required Documentation

- A copy of your W-9 form (The address needs to match the mailing address)
- At least two (2) before photos of the proposed project improvement
- Owner authorization letter if you are leasing the business space
- Confirmation that mortgage, property insurance and property tax payments are current and in good standing, which is usually a copy of a receipt.
- Documentation of property ownership or written consent from property owner giving permission to conduct the identified improvements.
- Two (2) quotes for work to be completed. At least one quote must be from an Edinburg business/vendor/contractor.

Which vendor from the quotes provided do you intend to move forward with?

(Please note that the contractor must provide either a certificate of insurance listing the City of Edinburg as the certificate holder or a \$10,000 surety bond at the time of permit application).

Applicant Acknowledgement and Agreement

The applicant certifies and agrees to the terms and conditions set forth below:

- I certify that my business is located within Edinburg City Limits.
- I certify that the information provided is true and correct. I understand that the self-certification form may be subject to further verification by the Edinburg Economic Development Corporation at any time. I, therefore, authorize such verification and I will provide supporting documents, if necessary.
- I acknowledge my understanding that any intentional or negligent misrepresentation(s) of the information submitted may result in civil liability and/or criminal penalties including, but not limited to, fine or imprisonment or both under the provisions of United States Codes.
- I acknowledge that the FLIP Program operates on a reimbursement-only basis and that I am responsible for paying for all improvements upfront. I understand that I must submit the required documentation for reimbursement upon project completion.
- By submitting this application, the business certifies its agreement to participate in marketing activities related to the program. These activities may include, but are not limited to, photo opportunities, interviews, and promotional features during the program and after the completion of the project.

Warning: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony and assistance can be terminated for knowingly and willingly making a false or fraudulent statement to a department of the United States Government.

Business Owner or Applicant Signature: _____

Print Name: _____

Date: _____