



The following items must be submitted to be considered for funding from the City of Anna TIF District Building Improvement Grant Program.

- 1) Completed and signed Grant Application
- 2) Completed and signed Grant Agreement
- 3) Photograph of existing conditions
- 4) Any available design plans, drawings, descriptions or other renderings of the project to be completed
- 5) Schedule for completion of the project
- 6) All available contractor bids and other project cost estimates
- 7) Preliminary Estimate of Cost
- 8) Copy of Completed and Signed Building Permit Application, as applicable

All improvements must be initiated within four (4) months and completed within one (1) year of grant approval date. If the applicant has not met these requirements, the City of Anna will re-evaluate the status of the project. At its discretion, the City reserves the right to cancel or extend the funding commitment.

Property Owner's Signature: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**City of Anna  
TIF District  
Building Improvement Program  
Grant Agreement**

This Agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026 between the City of Anna, Illinois (hereinafter referred to as "CITY") and the following OWNER, to witness:

Name of Business: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Address of Property to be improved: \_\_\_\_\_

PIN Number(s): \_\_\_\_\_

WHEREAS, the City of Anna has established a Building Improvement Program for application within the designated area of the Downtown TIF District; and

WHEREAS, said Building Improvement Program is administered by the CITY and is funded by the TIF Fund for the purposes of controlling and preventing blight and deterioration within the District; and

WHEREAS, pursuant to the Building Improvement Program, the CITY has agreed to participate, subject to its sole discretion, 1) in reimbursing owners for the cost of eligible improvements to commercial establishments within the District up to a maximum of one-half (1/2) of the approved cost of such eligible improvements, but no more than \$\_\_\_\_\_, as set forth herein; and

WHEREAS, the OWNER's property is located within the Building Improvement Program Area, and the OWNER desires to participate in the Building Improvement Program pursuant to the terms and provision of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the OWNER do hereby agree as follows:

**SECTION 1**

With respect to the building improvements, the City shall reimburse the OWNER for the cost of eligible improvements to the OWNER's property at the rate of one-half (1/2) of such eligible costs up to a maximum amount of \$\_\_\_\_\_, but not more than the total TIF Eligible Redevelopment project costs verified to have been incurred, and which qualify under 65 ILCS 5/11-74.4-3(q) (Tax Increment Allocation Redevelopment Act).

The improvement costs, which are eligible for CITY reimbursement, include all labor, materials, equipment and other contract items necessary for the proper execution of the work as shown on the plans, design drawings, specifications and estimates approved by the CITY. The CITY will not reimburse funds for the OWNER's time spent on the actual project. The CITY reserves the right to not reimburse for contractor or OWNER's labor or time costs. Such plans, design drawings, specification, and estimates are attached hereto as EXHIBIT A.

## SECTION 2

No improvement work shall be undertaken until its design has been submitted to and approved by the CITY. Following approval, the OWNER shall contract for the work and shall commence within four (4) months and be completed within one (1) year from the date of such approval. The OWNER may request a ninety (90) day extension provided there is a demonstrated hardship.

## SECTION 3

The CITY shall periodically review the progress of the contractor's work on the building improvements pursuant to the Agreement. Such inspections shall not replace any required permit inspection. All work which is not in conformance with the approved plans, design drawings, and specifications shall be immediately remedied by the OWNER and deficient or improper work shall be replaced and made to comply with the approved plans, design drawings, and specifications and the terms of this Agreement.

## SECTION 4

Upon completion of the improvements and approval by the CITY, the OWNER shall submit to the CITY a contractor statement showing the full cost of the work as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials, or equipment necessary to complete the building improvements related work. In addition, the OWNER shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The CITY shall, within forty-five (45) days of receipt of the contractor's statement, proof of payment and lien waivers, issue a check to the OWNER as reimbursement for one-half of the approved construction cost, (not to exceed \$\_\_\_\_\_), subject to the limitations set forth in Section 1 hereof.

## SECTION 5

If the OWNER or the OWNER's contractor fails to complete the improvement work provided for herein in conformity with the approved plans, design drawings, and specification and the terms of this Agreement, then upon written notice being given by the CITY to the OWNER, by certified mail to the address listed above, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

## SECTION 6

The OWNER releases the CITY from, and covenants and agrees that the CITY shall not be liable for, and covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees, and agents from and against any and all losses, claims,

damages, liabilities, or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the building improvements, including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.). The OWNER further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees, and agents for any and all costs, reasonable attorney's fees, liabilities, or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provision of this section shall survive the completion of said building improvements.

SECTION 7

Nothing herein is intended to limit, restrict, or prohibit the OWNER from undertaking any other work in or about the subject premises, which is unrelated to the building improvement provided for in this Agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

OWNER

CITY OF ANNA

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Steve Hartline, Mayor