



Town of Eagle

Business Advancement Program Grant Funding Summary & Guidelines

Offering Eagle businesses a combined total of \$120,000 for 2026 initiatives.

Applications accepted January 5 - February 19, 2026

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www.townofeagle.org/BAP2026

What is the Business Advancement Program

The Business Advancement Program (BAP) is a town-wide initiative designed to invest directly in Eagle's business community. Building on the strategies established in the [2023 Town of Eagle Economic Development Plan](#) and funded through the Colorado Department of Local Affairs and the Office of Economic Development and International Trade's Rural Economic Development Initiative (REDI), the BAP reflects the Town's commitment to fostering a diverse, innovative, and sustainable economy that supports residents, businesses, and visitors alike.

The Town of Eagle will administer the BAP to provide financial aid to local businesses and property owners that supports site enhancements, business expansion, workforce attraction and retention, and housing stipends for its staff. The program provides matching grants for tangible improvements that stimulate private investment, expand operations, attract and retain employees, and increase local economic activity that contributes to long-term sales tax generation and reinvestment within the community. The Town's goal is to encourage visible, lasting reinvestment across Eagle's business hubs while also supporting equitable access to resources for businesses across the community. At this time, the BAP is being offered as a one-time Town initiative.

Program Goals

Collectively, these goals are intended to strengthen Eagle's commercial areas, increase local spending, and generate sustainable sales tax revenues that can be reinvested back into the community.

1. Support business retention, expansion, and job creation to strengthen Eagle's diversified and resilient local economy.
2. Promote private reinvestment through tangible improvements that enhance the appearance, functionality, and long-term vitality of Eagle's commercial areas.
3. Enhance creative placemaking and community vibrancy by investing in projects and programs that foster Eagle's local culture and an experiential economy.
4. Drive visitation and economic activity across Eagle's five business hubs - Market Street, Chambers Avenue, Grand Avenue, Downtown/Broadway, and Eagle Ranch - encouraging cross-shopping and community engagement.



5. Support a thriving entrepreneurial ecosystem through resources, trainings, and collaborations that build local business capacity and innovation.
6. Strengthen workforce stability by providing tools and funding that help local employers and employees secure and maintain year-round housing within the town of Eagle.

Funding

The total Business Advancement Program budget is \$120,000, of which \$20,000 is reserved specifically for Housing Stipends. Grant requests shall be a minimum of \$3,000 and a maximum of \$20,000 per project, with housing stipend awards capped at \$5,000 per business. This is a reimbursement-based program, meaning funds will be distributed only after the approved initiative has been completed and verified.

Qualifications and Grant Terms

1. The BAP requires a one-to-one level of matching funds from the applicant. For example, if an applicant is requesting \$5,000 in BAP funding, the applicant shall demonstrate an ability to provide \$5,000 of its own private investment toward the initiative.
2. Grants are available to property owners and business owners who are tenants. Tenant applicants must have at least two years remaining on their lease or demonstrate an option to renew the current lease. Additionally, written permission from the property owner is required with the application.
3. The property and/or business must be located within the town of Eagle limits.
4. The BAP is not available for home-occupation businesses or residential short-term rental businesses.
5. The applicant must be in good standing with the Town. Applicants with outstanding code violations, delinquent fees, dues, expired Town licenses or permits are not eligible.
6. A cohort of neighboring businesses within a centralized commercial hub may apply together as one application as long as the above Terms 1-5 are met. A signed letter of commitment is required from each participating business. If awarded, the grant funds will be designated to the lead applicant for facilitation. Eagle's commercial hubs are recognized as Market Street, Chambers Avenue, Grand Avenue, Broadway/Downtown, and Eagle Ranch.
7. The applicant must execute a Funding Agreement with the Town prior to initiating the project. Projects that are already completed do not qualify. Costs incurred prior to BAP grant approval will not be reimbursed.
8. The applicant is responsible for ensuring the project meets applicable Town Municipal and Building Code requirements. **It is strongly encouraged to conduct this research before filing a BAP grant application.**
9. Receiving a BAP grant does not automatically mean your project is permitted. Applicants must apply for and obtain all required Town permits. The permitting process may run alongside your BAP application, but each is reviewed and approved separately.
10. The applicant shall provide: (1) a summary of other grant or loan funding sought after to support the proposed initiative, and (2) a summary of other grant or funding received from the Town of Eagle and/or Eagle Downtown Development Authority (DDA) over the last five years (January 1, 2021 to December 31, 2025).



11. The applicant shall submit an itemized project budget including any quotes from contractors, explain the financial need for BAP support, and a project timeline showing key milestones and anticipated completion dates.

12. All initiatives funded through the BAP must be completed no later than January 31, 2027. In extreme cases, Administrative Approval for an extension may be granted.

Eligible Expenses

1. Initiatives which support startups, business expansion, and/or to attract new industries, including marketing and advertising.

2. Facility improvements to a commercial space including vacant, abandoned, or otherwise underutilized property.

3. Site improvements including energy conservation improvements, ADA accessibility improvements, landscaping, façade and exterior upgrades, signage, and enhancements that increase public gathering areas (e.g., patio expansions or outdoor seating). Exterior façade art murals are ineligible for BAP funding.

4. Workforce training and talent development programs that result in an official certification, professional license, or higher education credential directly related to the business within the town.

5. Infrastructure which supports entrepreneurs such as coworking spaces, makerspaces, innovation centers, or communal kitchens.

6. Licensing and permitting fees.

7. Housing stipends to help businesses support a local workforce.

- The business/employer is the applicant; stipends must directly support the employee's rent.
- Eligible employees may be full-time or part-time and must reside within the town of Eagle.
- Stipends may be distributed to multiple eligible employees or directed to support a specific staff member's retention or relocation.
- Proof of rent payment to a landlord/property manager is required; a lease document is not necessary.
- Housing stipends require proof of a one-to-one employer match.
- A qualifying business may receive up to \$5,000 in housing stipend support.
- A total of \$20,000 is available for the housing stipend portion of the Business Advancement Program.

**** Bonus Points.** Projects that include a sustainability-related component are eligible for **up to ten bonus points**. These are elements that will have a positive impact on our local environment, reduce resource use, and/or reduce pollution. Please reference [Eagle's Net Zero Action Plan](#) and the Construction & Demolition Waste Diversion Toolkit ([English](#); [Spanish](#)) for additional eligible examples and context. If awarded Bonus Points, the applicant must be able to demonstrate implementation of the sustainability component(s) in their project close-out report and reimbursement request.

Please contact Kira Koppel, Sustainability Specialist, for guidance if interested in pursuing the Bonus Points: kira.koppel@townofeagle.org, 970-328-9658.



Ineligible Expenses

1. Commercial rent, lease, mortgage payments, HOA costs, common area maintenance.
2. Employee wages, salaries and benefits such as medical, retirement, or other investments.
3. General operation or administration expenses outside project scope of work.
4. Seed money for feasibility studies.
5. Financial support for grants/grant writing.
6. Refinancing debt or management of financial/ banking fees.
7. Exterior façade art murals.
8. Non-project related equipment, materials or services as determined by the Town.

Submittal Requirements

1. A complete Business Advancement Program application due on or before February 19, 2026.
2. Resume of applicant. If applicable, please provide a list of any co-applicants / team members and their relation to the initiative. If applying as a cohort of businesses, a signed letter of commitment is required from each participating business.
3. Tenant Lease or Proof of Property Ownership. Tenant applicant must have at least two years remaining on their lease or demonstrate an option to renew the current lease. Except for Housing Stipend-only applications, written permission from the property owner is required with submittal.
4. Itemized budget or pro forma. This must include line items for the BAP funds **and** the one-to-one private match contribution from the applicant.
5. Include photos and color renderings of the current conditions and proposed improvements. If available, include copies of existing approvals or permits for the project.

Process

Step 1. Attend or watch a recording of the BAP informational webinar. The webinar is scheduled for Wednesday, January 21, 2026, from 12pm - 1pm via Microsoft Teams only. The webinar recording will be posted to the project site after the event.

Step 2. Identify the project, location, and applicable local partners.

Step 3. Complete and submit a Business Advancement Program application. An incomplete application may result in the dismissal of the application.

Step 4. Town staff will collect and review applications for eligibility and completion. An incomplete application may result in the dismissal of the application.

Step 5. As part of the review process, all applicants are required to present their request to the Town of Eagle Economic Vitality Committee (EVC) in March 2026.

Step 6. The EVC will evaluate all applications, host applicants for presentations, and submit their funding recommendations to the Town Council.

Step 7. The Town Council shall finalize award allocations in April 2026.

Step 8. The applicant and Town shall enter into a Funding Agreement.

Step 9. Implement project.



Step 10. File a Reimbursement Request and submit a project close-out report. All project activities funded through the BAP must be completed no later than January 31, 2027. In extreme cases, Administrative Approval for an extension may be granted.

Resources

To help applicants better understand program expectations and determine eligibility, the following resources are available. Applications must be submitted through the online fillable form. Email submittals to staff will not be accepted.

- [Business Advancement Program Application](#)
- [Business Advancement Program Scoring Rubric](#)
- [Application Word Template](#)
- Town of Eagle Resources
 - [Municipal Code](#)
 - [Forms, Permits, Fees & Applications](#)
 - [Business Overview Process](#)
 - [Water Tap / Plant Investment Fee \(PIF\) Application Directions](#)
 - [Economic Development Plan](#)
 - [Net Zero Action Plan](#)
 - [One-to-one guidance with a member of the Economic Vitality Committee](#)
- [Eagle Chamber of Commerce Business Resources](#)
- [Walking Mountain Science Center Commercial Rebate Program](#)
- [Holy Cross Energy Commercial Rebate Program](#)