



## 2026 Vibrancy Grant

### **Purpose:**

The Uptown Jackson Vibrancy Grant Program is designed to support projects that enhance the energy, attractiveness, and economic vitality of the Uptown Jackson district. These grants provide matching funds to assist property owners and businesses with improvements that contribute to a more welcoming, engaging, and active downtown environment.

The goal of the program is to encourage small-scale projects that improve the appearance of buildings and storefronts, enhance the customer experience, and contribute to the overall sense of place that makes Uptown Jackson a destination for residents and visitors alike.

Eligible projects may include improvements such as exterior enhancements, storefront upgrades, outdoor seating or gathering spaces, creative placemaking elements, and other projects that activate the district and support a vibrant downtown.

Through this program, the Uptown Jackson Revitalization Organization aims to partner with local businesses and property owners to create a district where people love to gather, shop, dine, and linger.

### **Available Funds:**

\$8,000 is available through Uptown Jackson to invest in the applied for projects for the betterment of our uptown. The funds are paid as a matching grant for project materials and installation costs and are based on the limited availability of funds.

Dollar for dollar matching funds for material and labor are available up to \$1,000 per project.

Because of the limited amount of financial assistance available, Uptown Jackson reserves the right to prioritize the applications based on the project's location, the impact the proposed improvements will have on the building and district, and the level of financial participation by the grantee.

### **Who's Eligible?**

Any property owner of a building, or tenant, with owner's written consent, located within the Uptown Jackson district boundaries of the City of Jackson may apply for an Uptown Jackson 2026 Vibrancy Grant subject to the following requirements:

1. Only one approved application per business. Multiple applications for different projects under one business are ineligible.
2. Only project materials and labor completed AFTER approval from the Design Committee will be eligible.
3. All required permits and approvals must have been obtained from the city prior to application approval. This may include, but is not limited to, Awning Permit Applications, Central Business District Approval, Building Permit and/or a License and Indemnity Agreement.
4. The property cannot be condemned, in receivership, or in litigation.
5. Projects must be completed within 12 months of grant award. The Design Committee may grant an extension by written request if the request is made prior to the end of the year.

### **Application Deadline:**

Completed applications need to be submitted no later than May 31st, 2026.

### **Application Process:**

Submit a formal application filled out, printed, and mailed directly to Uptown Jackson Revitalization Organization, 100 N. Missouri, Jackson, MO 63755 or submitted electronically to DirectorUJRO@gmail.com. If you have any questions about the application process, please call the Uptown Jackson office at 573-200-6542.

### **Review Process:**

The Uptown Jackson Design Committee will review all submitted applications to ensure consistency with the program guidelines.

The Uptown Jackson Design Committee will make a formal decision within 2 weeks of the application deadline.

The Uptown Jackson Design Committee will notify the applicant(s) of all grant awards. Any conditions for the grant will be contained in the award letter.

### **Grant Award and Reimbursement:**

Work may begin after the notification letter has been issued to the applicant.

Grant projects shall be completed within 12 months of grant awards.

Any changes to the scope of work, after the approval of the grant and prior to reimbursement of the grant must be reviewed and approved by the Design Committee in writing. Any changes made without prior approval may disqualify applicants from grant reimbursement.

Prior to processing grant reimbursement, a representative of the committee will perform a site visit and review of the completed project for completeness and quality of work.

All receipts must be submitted simultaneously to receive grant reimbursement. The reimbursement process will be accelerated by clear and complete documentation.

Grant reimbursement to the applicant will be made within thirty (30) days following site visit and the processing of all required documentation.

**Items Needed from Applicant for Reimbursement at End of Project:**

Contractor's final itemized invoice (to include description of work performed and materials used.)

Proof of payments for the project (copy of check, bank statement, etc.)

**Reduction of the grant is possible if the completed project varies substantially from the proposal, if the match is not reached, or if the project costs are less than the proposed costs.**

Application begins on the next page.

**Application Deadline: 5pm, Sunday, May 31, 2026**

**Please submit this application and applicable documentation to:**

Uptown Jackson  
100 N. Missouri  
Jackson, MO 63755 or  
DirectorUJRO@gmail.com

**Applicant Name:** \_\_\_\_\_

**Circle: Business Owner                      Property Owner                      Both**

**Property Address:** \_\_\_\_\_

**Contact Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Brief description of project:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total Project Cost: \$** \_\_\_\_\_

**Target Dates:**  
**Start of project:** \_\_\_\_\_

**Project completion:** \_\_\_\_\_

**Please attach the following to application:**

- Copy of approved required City permits
- Copy of proposed design and estimated costs
- Owner's written consent (if applicable)
- Photo(s) of current space (optional)

For reimbursement after installation off awning, please submit the following:

- Final itemized invoices
- Proof of payment (copy of the invoices and receipts marked paid in full, copy of check, bank statements, etc)

All reimbursements will be issued directly to the applicant name on application.

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**To be completed by Uptown Jackson Design Committee**

Date Received: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Approved

Denied

Committee Member: \_\_\_\_\_

Grant Amount Awarded:\$ \_\_\_\_\_

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Approved (Conditions of grant if applicable):

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Denied (Reasons):

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SAMPLE LETTER OF PERMISSION

Vacancy Grant  
Tenant/Merchant Application (Property  
Owner Must Sign This Letter)

Date:

Uptown Jackson  
100 N. Missouri  
Jackson, MO 63755

RE:

Uptown Jackson Vibrancy Grant Application for  
Property Address: \_\_\_\_\_

Attention: Kaci Hubbard, Executive Director

I hereby grant my permission to (applicant name) to submit an application under the Uptown Jackson Vibrancy Grant. I certify that I have received a copy of the application for funding from the applicant and am fully aware of what is being proposed. I also certify that I am the legal owner of record and that I have the authority to grant this permission to (applicant name).

Sincerely,

Typed  
Name  
Address  
Daytime phone  
number Email address.