



Downtown Façade Grant Guidelines

Façade Grant Criteria:

- Matching grants are available for front, side, or rear facades that face a public area or parking area for buildings within the downtown district.
- The amount of the grant is in Board's discretion. At a maximum, the Board may award matching funds up to fifty percent (50%) of the cost of repair, but no more than five thousand dollars (\$5,000).
- Priority will be given to buildings with inappropriate facades, facades that cover windows, or facades that are unsightly, out of scale, or in disrepair. Priority will also be given to historically or culturally-significant buildings.

Façade Grant Process:

(1) BEFORE.

- Photograph.** Photograph the façade in its current state.
- Design.** Prepare a design, drawing, or narrative explaining proposed changes.
- Estimate.** Provide a written estimate of the cost of work by major repair item.
- Application.** Submit this application to the DDA, showing amount requested and requesting placement on agenda.
- Meeting.** Appear at DDA board meeting to explain the project.

(2) DURING

- Receipts.** Keep all invoices and proofs of payment showing amounts paid for façade work.
- Photographs.** Photograph work progress and completion.

(3) AFTER

- Submit photos and proofs of payment to the DDA director for reimbursement.



Façade Grant Application

Name of Applicant: _____

Business Name if Different: _____

Property Owner if Different: _____

Property Address: _____

Contact Telephone Number: _____

Contact E-mail Address: _____

Estimated Total Cost of Repair: _____

Amount of Grant Requested: _____

Date Work Should Begin: _____

Date Work Should be Completed: _____

Please Attach the Following Documents to this Application:

- Photograph.** A photograph of the façade in its current state.
- Design.** A design, drawing, or narrative explaining proposed changes.
- Estimate.** A written estimate of the cost of work by major repair item.

Your request will be placed on the next board meeting agenda, and you will receive notice of that meeting. By submitting this Application, you agree that any disputes concerning amount of payments or any other issue related to the project will be submitted to the Board for final, binding resolution.