



Imlay City DDA: Commercial Façade Grant Program

Contact Imlay City DDA

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Imlay City DDA is offering this program to commercial buildings inside of the DDA District. The DDA will consider applications for grants of up to fifty percent (50%) of the eligible costs not to exceed \$3,000. The maximum grant shall be \$1,500. Projects will have to be in accordance with the guidelines below. This program has been put into place for the following purpose:

- Improve/upgrade vacant or underutilized historic buildings to accommodate new uses.
- Enhance the unique aesthetic appeal of downtown related to its architecture by encouraging the rehabilitation of certified historic structures.
- Stimulate new investment into district buildings to increase the property value and the economic potential of participating properties.

Eligible Projects

- Repair to building exterior facades.
- Masonry repair or cleaning.
- Restoration, repair, or replacement windows, doors, exterior walls, chimneys, or other architectural elements.
- Signage, awnings, marquees and related lighting and electrical fixtures.
- Exterior work necessary for conversion to a retail or entertainment store entry.
- Removal of after-installed facades along with restoration of vintage elements.
- Lighting, or other appropriate enhancements.
- Exterior painting.

Ineligible Projects

- Costs incurred before final grant approval by DDA.
- Costs paid by the applicant in merchandise or in-kind services.
- Labor paid to applicant, family members of applicant, or employees of applicant.
- Interior improvements.
- Roofing.
- Additions to existing structures.
- Purchase of furnishings or equipment.
- Repair or creation of features not compatible with original architecture on historical buildings.

General Requirements

- All work must be in accordance with the applicable local, state and federal codes.
- All exterior code deficiencies or violations and imminent health and safety hazards must be corrected in conjunction with façade renovation.
- Applicant shall be responsible for all construction management and contracting work to be done, as well as obtaining and following all local permits and codes.
- Applicant/Property must not have delinquent accounts with the City of Imlay City.
- Upon completion of work, all paid receipts must be presented before funding will be available.
- After inspection of property to insure that work completed complies with the design submitted and approved through the application process, agreed reimbursement will be made.
- Property improvements must be completed within six months of approval or applicant will be required to resubmit application with no guarantee of funding.
- Grants are limited to \$1,500 per property.

Grant Application Process & Check List

The application form may be obtained from Imlay City's City Hall.

The application must be completed and returned to the Imlay City DDA director along with:

- _____ A notarized letter of permission from owner (if applicant is not the property owner) along with proof of legitimate ownership.
- _____ A detailed written description of the project plans (scope of work, including materials and color schemes), which addresses how the project complies with the guidelines.
- _____ A detailed cost estimate for all eligible costs supported by a quote from one or more licensed contractors or suppliers.

Imlay City DDA may consult with the applicant for the purpose of modifying the scope and/or content of the proposed work.

Grant Application

Check One: Property Owner Business Owner

Name of Applicant _____

Address of Applicant _____

Address of Property Proposed for Improvement _____

Business Contact Person & Title _____

Phone _____

Fax _____

Email: _____

This request is being made for: _____

The estimated improvement cost is \$ _____,

50% reimbursement is estimated to be \$ _____ (not to exceed \$1,500).

Please be sure that you have reviewed and submitted the appropriate supporting documents outlined in the **Grant Application Process & Check List** section of this document.

For grant reimbursement, applicant must submit documentation that all invoices pertaining to project are paid in full. Reimbursement will not be granted if documentation is not received. By signing this application, I am stating that the above information is accurate to the best of my knowledge, that I agree to the requirements and there are not delinquent accounts with the City of Imlay City.

Applicant Signature _____

Date _____

For DDA Use Only:

Property: _____

Has been found to be: _____ **Consistent** _____ **Inconsistent** with DDA guidelines.

It is therefore: _____ **Eligible** _____ **Not Eligible** for the grant program.

Total amount to be granted upon installation/completion: \$ _____

Determined By: _____

Name

Title

Date