

Façade Grant for the City of Springfield

\$500-\$2500 Match Grants

Those operating businesses in the Downtown Development Authority Area can receive grants toward renovations or installations to building facades, provided that the façade faces a public street or parking area. These funds can be used for façade improvements, including but not limited to restoration or installation of: Awnings, signage, exterior wall repair, paint, stucco, fenestration, landscaping, courtyard improvements, architectural detailing, entrances and recessed entry spaces, etc. The Façade Grant Program will fund 50% of qualified project costs, but not to exceed \$2500 per project.

Improvements must be maintained and in place for a period of 3 years. Applicants can apply for multiple grants, but no single business can receive more than \$5,000 in any three-year period. Applications will be approved based on set evaluation criteria and grant funds available.

Façade Grant Application Requirements:

- ✓ Business and property must be up to date on all property taxes and applicable licenses.
- ✓ Applicant must operate a business that is open to the public a minimum of 30 hours/week and/or be a building owner with a tenant that has a business in operation a minimum of 30 hours/week.
- ✓ Applicant must demonstrate that the at the renovation will have a positive effect on the business and/or property.
- ✓ Improvements must positively contribute to the vitality and aesthetic of Downtown.
- ✓ All improvements and signage must comply with Downtown zoning code requirements.
- ✓ All improvements must preserve the architectural integrity of the structure.
- ✓ Any exterior surface cleaning must not cause any undue damage.
- ✓ All work must be completed in a “workman like manner” and completed by qualified installers.
- ✓ Grant funds can be denied if work is of poor quality or not completed as described in application.
- ✓ Improvements must be well maintained and remain in place for a period of at least three years.
- ✓ Completed projects & proposed projects are eligible for façade grants, provide they meet the required deadlines. (Completed projects will not be shown preference.)

Application Timeline:

Applications will be accepted for proposed project expenses and for expenses already incurred for projects have been completed after January 1st.

October 1st – December 31st: The application period begins in October and all applications must be submitted by December 31st, no revisions to the budget or design will be considered after December 31st. Applications will be reviewed and ranked based on the provided project criteria.

January 1st – January 31st: Awards will be granted to the highest-ranking projects, in the order in which they are ranked. Applicants will be notified if their projects are chosen. Projects that are not chosen can reapply the following year.

All Final expenses must be turned in for reimbursement by December 31st of the year the grant is awarded. Extensions may be granted if requested prior to November 1st and approved by the DDA Board.

Façade Grant Application

Applicants Name: _____

Address: _____

Project/Building Address: _____ Parcel #: _____

Business Owner Name: _____

Property Owner: _____

Brief Description of the Project:

Projected Costs:

Project Detail _____ Cost _____

Project Detail _____ Cost _____

Project Detail _____ Cost _____

Project Detail _____ Cost _____

Project Detail _____ Cost _____

Please attach the following:

- a) Project Narrative
- b) Any project renderings, photographs, layouts, or professional blueprints to this application.
- c) Detailed project budget, if necessary

Total Project Cost: _____ **Grant Amount Requested:** _____

Applicant Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____

By signing above, all parties agree to the terms and conditions set by the Downtown Development Authority of the City of Springfield. Signing also verifies that all information above is true and correct.

Project Narrative

To the best of your ability, Please answer any and all of the questions below that apply to your project. This section must be typed and attached to this application, hand written entries will not be accepted.

1. How will this project benefit your business or patrons?

2. Why is this project needed?

3. How will this project complement the existing streetscape and/or projects the City of Springfield or Downtown Development Authority have completed?

4. How will this project positively effect Downtown Springfield?

5. Does this project create a public place or amenity to the community?

6. How long has your business been operation in Springfield?

Facade Grant Score Sheet			
	Value	Y/N	Criteria
Aesthetic Improvements	1		Does the current storefront/entrance/façade appear in need of Improvement or present a safety hazard?
	1		Will this work provide aesthetic improvements to existing storefront/entrance/facades
	1		Does this work maintain the historical integrity of the building or district?
	1		Does this work increase the value of the property?
Public Space	1		Does this work provide public space for the community (Outdoor benches/tables, public access after hours?)
	1		Does this work create landscaping that is complimentary to current city streetscape improvements?
	1		Will this work in any way provide a use or amenity not currently available to residents/business?
Business Qualifications	1		Does this business provide evening activity downtown?
	1		Does this business provide daytime activity downtown?
	1		Does this business provide weekend activity downtown?
	1		Does this business add to evening foot traffic downtown?
	1		Does this business add to daytime foot traffic downtown?
	1		Does this business add to weekend foot traffic downtown?
	1		Is this business complimentary to city projects or initiatives?
	1		Is this business complimentary to existing businesses in DT?
Increased Activity	1		Will this work bring more patrons or income to the business?
	1		Does this work allow for increased customer capacity?
Location and Longevity	1		Is this business located in the DDA focus area?
	1		Has this business been open in Springfield for at least 5 years?
	1		Has this business been open in Springfield for at least 10 years?