DOWNTOWN FAÇADE PLUS GRANT APPLICATION
COMMUNITY DEVELOPMENT ATHORITY (CDA)
CITY OF COLUMBUS

The Columbus *Façade Plus Grant Program* provides funding for projects in downtown that include façade renovations, accessibility, safety, internal renovations, utility upgrades, and structural repairs to buildings in the downtown. The program supports projects that feature a business space and building renovation and secondary uses such as second and third floor residential spaces.

Applicant: _____   Property Address: _____

Business Name: _____   Parcel Number: _____

Phone: _____   Project Start Date: _____

E-mail: _____   Project Completion Date: _____

Project Summary (*write see attached if necessary*):

Total Project Cost: _____

Total Grant Funds Requested: _____

Other Sources of Funds:

_____

Pre- Application meeting Date Completed On:_____

I CERTIFY that all information in this application is true and complete to the best of my/our knowledge.

Applicant Signature	Print Name	Date

Required Attachments

1. Project Plans that identifies the work to be completed. The project plan should include building plans, specifications, and renderings.

2. At least two bids received for the project.

3. **Business Plans**. Attach an executive summary of your business plan for the business locating in the space and/or provide a marketing strategy narrative on how you will attract a tenant to utilize the space.   Explain how you will support new businesses in their start-up phase to grow into a thriving profitable business.

4. Submit photos/graphics that communicate the space before and after the project

5. Commitments for all funding sources.

CITY OF COLUMBUS-CDA
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Program Guidelines

1. Must leverage <u>$1 of private funds for $1 requested</u> with a maximum grant award of <u>$50,000 per project</u>. The project will predominantly support the attraction/expansion of businesses in downtown and may have accessory residential uses on floors above the main level.
2. Eligible Activities include:
   a. <u>Façades components and activities on all sides of buildings including</u>:
      i. Signs and awnings (new and/or repair)
      ii. Repair/replacement of the original building's materials and decorative details.
      iii. Cleaning of exterior building surfaces.
      iv. Tuck pointing and masonry repair.
      v. Painting of exterior building surfaces including murals
      vi. Repair/replacement or addition of entrances, doors, display windows, transoms, or windows.
      vii. Replacement of existing signs and awnings.
      viii. Permanent exterior lighting.
      ix. Garbage/Recycling screening
      x. Limits to the program: Temporary or Portable signs are <u>not</u> eligible and signs must be for Business Identification
      xi. Note: Facades should be consistent with traditional downtown design standards
   b. <u>Accessibility</u>-any building component that promotes accessibility and removes/reduces barriers to accessibility including elevators, parking, building entrance, route through establishment, accessible restrooms, and others
   c. <u>Safety.</u> Sprinkler systems, electrical upgrades/replacements, etc.
   d. <u>Utilities.</u> Sewer and water, other
   e. <u>Internal Remodels.</u> Alterations that support the creation of a viable business space
   f. <u>Structural/External Building maintenance.</u> Walls, foundations, roofs, and other structural components
   g. <u>Sustainable Energy.</u> Solar power that can be integrated into building while respecting the historic nature of downtown.
   h.
3. Eligible Properties - Any property within the City of Columbus zoned Central Business District 1
4. Business Plan Narrative Requirement– An executive summary business plan for the business that will locate/expand in the building or a marketing plan for recruiting a tenant
5. Applications will be reviewed once a complete application is submitted and funds will be distributed on a 'first come, first serve' basis until funds
   1. Applications shall be submitted and approved prior to any work commencing on a project. Any expenditures made before the approval of the grant application are not eligible for reimbursement.
   2. All proposed improvements must comply with the Columbus Municipal Code and the applicant must obtain all necessary permits.

3. If your project is a designated local historic landmark or within a local historic district, approval of a Certificate of Appropriateness (COA) by the Columbus Historic Landmark and Preservation Commission (HLPC) will be required.
4. Grants will not be issued for Tax Delinquent Properties.

Façade Plus Grant Program Process

1. Pre-application meeting with Director of Community and Economic Development to discuss concept ideas and review business education/business counselling resources.
2. Meet with SCORE mentor or local mentoring team prior to application
3. Application Submittal
   a. Property owner shall submit a signed copy of grant application.
   b. Property owner shall submit all required attachments with the application.
4. Review Process
   a. Internal Review
   b. Community Development Authority Review and Approval
5. Applicant obtains relevant permits and completes the project
6. Payment Process
   a. Applicant submits proof of payment for eligible activities to the program administrator.
   b. Program Administrator will verify that the project was completed as approved.
   c. Program funds will be disbursed when project invoices or receipts have been submitted to the program administrator.