

City of Columbus Façade Improvement Grant Requirements

The façade grant program is a reimbursable grant program for commercial, industrial, and mixed-use properties in the City of Columbus. The program has the following requirements.

1. Façade Improvement Grants
 - a. Must leverage \$1 of private funds for \$1 requested with a maximum of \$25,000 per project.
 - b. Eligible Activities for the Façade Improvement Grant:
 - i. Repair/replacement of the original building's materials and decorative details.
 - ii. Cleaning of exterior building surfaces.
 - iii. Tuck pointing and masonry repair.
 - iv. Painting of exterior building surfaces
 - v. Repair/replacement or addition of entrances, doors, display windows, transoms, or windows.
 - vi. Replacement of existing signs and awnings.
 - vii. New signage and awnings.
 - viii. Permanent exterior lighting.
 - c. Temporary or Portable signs are not eligible for sign grants
 - d. Signs must be for Business Identification
 - ~~2.~~ Any property within the City of Columbus zoned ~~CBD, B-2, B-3 or I-1~~ in a commercial or industrial zoning district.
 - ~~3.~~ All properties in the downtown zoning district shall comply with design review requirements approved by the appropriate authority listed in chapter 114 of the municipal code.
 - ~~4.~~ Each building will qualify for consideration of a façade grant once a calendar year.
 - ~~5.~~ All completed applications will be reviewed upon submission and at the discretion of the CDA. The funds will be distributed on a 'first come, first serve' basis beginning at the first meeting of the calendar year. When all funds for the program have been allocated for that fiscal/program year, applications will not be reviewed or considered until the following program year.
 - ~~5.~~ Applications shall be submitted and approved by CDA prior to any work commencing on a project to be eligible for grant request.
 - ~~6.~~ The project must be visible from the public right of way.
 - ~~7.~~ Projects are encouraged to obtain two or more bids.
 - ~~8.~~ All proposed improvements must comply with all applicable Wisconsin State Statutes and Columbus Municipal Code and the applicant must obtain all necessary permits.
 - ~~9.~~ Grants will not be awarded to Tax Delinquent Properties.
 - ~~10.~~ Projects must be completed within twelve (12) months after the CDA Approval. Completion means the project has been completed as submitted in the application or defined in the grant agreement. Financial documents and proof of project payment for reimbursement must also be submitted in the twelve-month period. Grantees may request up to a six-month extension from the CDA.
 - ~~11.~~ Grant awardees must sign a grant award agreement.
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Façade Grant Program Process and Application Timelines

- Annually, the first review of façade application is at CDA's first meeting of the calendar year (third Monday of January). Application will be accepted for this meeting beginning December 15 (approximately 30 days prior to the meeting).
 - Applications will continue to be accepted and reviewed by staff/CDA as long as funding is available for that fiscal year.
 - Applications submitted after the exhaustion of annual funding will be notified and encouraged to re-apply for the following calendar year.
1. Application Submittal
 - a. A pre-application meeting with city staff is encouraged.
 - b. Applicant shall submit a signed copy of grant application.
 - c. Applicant shall submit all required attachments with the application.
 - d. Only on-line applications are accepted. See city web site.
 2. Review Process
 - a. Internal Staff Review and confirmation annual funds are available.
 - b. Community Development Authority ~~r~~Review and possible aApproval
 3. Applicant signs grant award agreement. Applicant obtains relevant permits and completes the project
 - a. Applicant has 12 months from date of approval to complete the project.
 4. 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 proposed.
 - c. Program funds will be disbursed when project invoices or receipts have been submitted to the program administrator.

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