

# **City of Hartford DDA Façade Improvement Program Overview**

## **Funding**

Approved projects are eligible for reimbursements of up to fifty percent of project costs for eligible project elements (i.e upgrades or alterations to building exteriors) up to \$10,000. Funding is provided on a competitive basis.

## **Evaluation**

Any commercial building located in the Hartford DDA Boundary is eligible for the Façade Improvement Program. Submitted applications will be evaluated to determine their ability to advance the goals of the Hartford DDA Development and TIF Plan. Applications will be reviewed by the Façade Committee appointed by the DDA Board .

## **Requirements**

- 1) Property must be located within the Hartford DDA boundary.
- 2) Property must contain an active commercial business or be undergoing renovations for the opening of a business within six months.
- 3) Applicants must be current on all City taxes.

## **Project Eligibility**

- 1) The Installation of a new façade.
- 2) A major enhancement of an existing façade
- 3) General maintenance and typical upkeep of an exterior is not included in this program

## **Hartford DDA Façade Improvement Program Application**

## **Project Information**

Property Address –

Parcel Number –

Current Use –

Proposed Use (if different than current use) –

Current and/or Future Tennant –

Number of Floors in Building –

Name of Project Architect (if applicable) –

## **Project Description**

Total Project Cost –

Amount requested for reimbursement –

Include the following attachments:

- 1) Contractor Estimates
- 2) Site Plans (if applicable)
- 3) Photos of Existing Conditions
- 4) Lease Documentation ( if applicable)
- 5) Renderings of Project Designs
- 6) Owner Approval Letter (if different than applicant)

## **Applicant Request**

The undersigned hereby requests that the Hartford Downtown Development Authority provide assistance to the project described in this application for the expressed

purposes described above. The applicant affirms and acknowledges that the applicant has a legal interest in the property as described in this application. The offer of assistance will only be effective upon execution of the agreement between the applicant and the Hartford DDA. The answers and statements contained in this application and in the attachments are in all respects true and correct to the best of my knowledge and belief.

Print Name:

Signature:

Date:

### **Potential Evaluation Questions** – all of the answers could be weighted (pts)

- 1) What percent of the total project cost does the reimbursement request represent?

- a) 5%-20% (20)
  - b) 21% - 40% (15)
  - c) More than 40% (10)
- 2) What is the current occupancy status of the building proposed to be rehabilitated?
- a) Vacant (10)
  - b) Occupied in excess of 50% of the building (15)
  - c) Occupied in less than 50% of the building. (20)
- 3) What percentage of the total building frontage will be rehabilitated through this project?
- a) 100% (30)
  - b) 75-99% (25)
  - c) 50-74% (20)
  - d) 20-49% (15)
  - e) Less than 20% (10)
- 4) When completed, will the building be owner-occupied?
- a) Yes (10)
  - b) No (5)
- 5) Which TIF Boundary is the Building located in?
- a) TIF #1 (10)
  - b) TIF #2 (2)