



Façade Improvement Grant Program

Overview

The Façade Improvement Grant Program aims to support commercial uses in enhancing the visual appeal of their buildings, contributing to the overall vitality, charm, and economic growth of La Vernia. This program is specifically focused on exterior improvements that are visible from the street or public right-of-way by encouraging investment in building façades. These enhancements not only improve individual properties but also help foster a cohesive and inviting look throughout the community, supporting local pride and increased economic activity.

La Vernia MDD Façade Grant Guidelines

The LVMDD will consider, on a case-by-case basis, and may award by its sole discretion a grant to the owner of a commercial or industrial building within the city limits of La Vernia for façade improvements.

Preference Criteria

Priority will be given to:

- Buildings are officially recognized as historic by the State of Texas.
- Properties located within the Central Business District.
- Projects that aim to restore storefronts.

Curb Appeal Focus

Applicants should demonstrate a clear intention to enhance curb appeal. Therefore, all

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proposed improvements must primarily impact the visible exterior of the building as seen from the street.

Design and Construction Recommendations

Applicants are encouraged to incorporate materials such as masonry, stone, stucco, or other architecturally appropriate elements in alignment with exterior construction and design standards.

Submission Requirements

Building owners must submit detailed drawings of the proposed façade improvements to the LVMDD. These drawings should include:

- Renderings or sketches of the planned work
- Estimated project costs
- Color palette and material selections
- Project timeline

The LVMDD Executive Director and the property owner will jointly present the proposal to the LVMDD Board for review and consideration.

Approval and Reimbursement Process

- Do not begin any work until the grant is officially approved by the LVMDD.
- Reimbursement will only be provided upon:
 - Completion of the approved work
 - Submission of clear photographs showing the completed improvements
 - Receipts or invoices documenting all project-related expenses
- The completed work must align with what was presented in the original application and approved by the Board.

Signage & Landscaping

- ~~Signage costs are eligible but must not exceed the property owner's portion of the total project cost.~~ Visually appealing and appropriate City-approved signage—

including monument signs, pole signs, and other types permitted under the City's codes—may be considered an eligible expense if it contributes to the overall enhancement of the building's façade. Signage should be part of a broader effort to improve the property's curb appeal and architectural character, rather than serving as a standalone improvement.

- Landscaping improvements along the front and/or sides of the building that enhance curb appeal will be considered. The applicant is responsible for maintaining the landscaping after installation for a minimal period of 5 years or be at risk of being required to reimburse the LVMDD for the grant funds dedicated to landscape improvements.

Grant Amount

- The LVMDD will fund up to 50% of the actual project cost, not to exceed \$5,000.
- The LVMDD Executive Director must verify proof of expenditure, confirm project completion, and recommend reimbursement prior to disbursement.
- Should GRANTEE fail to complete the project by the specified completion date then, upon written demand by the LVMDD, GRANTEE shall, within 30 days of receiving the written demand, repay all funds received and shall remit 10% interest per annum on all funds received from the time GRANTEE received the funds from the LVMDD.

Eligibility & Restrictions

- Property owners must be current on all property taxes.
- All contractors performing work must be registered with the City of La Vernia.
- **Before** the work has started you must have a permit submitted to the Permitting office in the City of La Vernia.

Ineligible Improvements & Expenses

The following items are not eligible for reimbursement under the façade grant program: exterior improvements located at the rear of buildings, interior improvements, playground

or recreational equipment, burglar bars, security or alarm systems, "sweat equity" labor, new commercial construction, benches or porch swings, permitting fees, architectural, survey, or other professional service fees, asbestos testing, removal, abatement, or remediation, and improvements that have already been reimbursed or covered by insurance proceeds.

REQUIRED DOCUMENTATION

The following must be included with the completed application:

- Photo(s) or drawing(s) of current and proposed project.
- Bids from vendors describing estimated cost of project (estimate must have name and address of vendor).
- Copies of any required permits.
- The following must be submitted at the conclusion of the project:
- Photo(s) of the actual finished project.
- Paid invoices specific to the approved project (invoices must have the name and address of the vendor).

Program Funding & Frequency Limits

- A total of no more than \$25,000 may be awarded under this program each fiscal year (October 1 – September 30).
- Property owners are eligible for funding once every three years.

Façade Improvement Grant – Frequently Asked Questions (FAQ)

Who is eligible to apply for the Façade Improvement Grant?

Commercial property owners located within the city limits of La Vernia are eligible to apply.

Can I apply if I lease the building?

Yes. Tenants may apply **with the property owner's permission**. The building owner must be the one to officially submit the application.

Can I submit multiple improvements in one application?

Yes. Multiple exterior improvements can be included in a single application. Be sure to provide **individual cost estimates or contractor bids** for each proposed improvement.

How much funding can I receive?

Applicants may be awarded **up to 50% of eligible project costs**, with a **maximum reimbursement of \$5,000**.

Important City Contact:

Municipal Development District

Felicia Carvajal, Executive Director of La Vernia MDD

830-779-4541

City of La Vernia

Lindsey Wheeler, City Administrator

lboyd@lavernia-tx.gov 830-779-4541

Madison Farrow, City Secretary

Mfarrow@lavernia-tx.gov 830-779-4541

Aubrie Smith, Permitting & Code Enforcement

bsmith@lavernia-tx.gov 830-779-4541

Façade Improvement Grant Program Application

Applicant Information

Applicant Name: _____

Business Name: _____

Street Address: _____

Mailing Address: _____

Work Phone: _____ Cell Phone: _____

Email: _____

Property Owner Information (if different from Applicant)

Owner Name: _____

Business Name: _____

Street Address: _____

Mailing Address: _____

Work Phone: _____ Cell Phone: _____

Email: _____

Property and Project Description

Address/Location of property to be considered:

Is the building currently occupied by a business? If yes, please list the business name(s) and Certificate of Occupancy numbers below.

Has the applicant and/or property owner been a recipient of this Façade Improvement Matching Grant before? If yes, please list the property address(es) and year(s) the grant was awarded below.

Grant Request

1. Total Project Cost (for Façade Improvements Only) \$ _____

2. Eligible Grant Request (**\$5,000** or 50% of the actual cost of the façade improvements)
\$ _____

Project Description (Please Describe what improvements will be made to the existing property and how the award of this grant impacts the project. 1,000 words max. May be submitted on a separate sheet of paper.

Application Check List

I, the applicant, verify that I have completed the following items in order to be considered for the La Vernia Municipal Development District Façade Improvement Grant. I understand that the grant will not be processed if all items below are not met

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- ☐ Complete Façade Improvement Grant application.
- ☐ Written cost proposal with itemized improvements.
- ☐ Exterior photos of the building before any improvements have been made.
- ☐ Drawings or renderings of proposed improvements (proposed color palette requested, if drawings or renderings are not colored).
- ☐ The proposed façade improvements have not been completed prior to receipt and verification of a complete application by MDD staff.
- ☐ Filled out City of La Vernia Required Permits

What is the anticipated start and end date for the project? (Month/Year)

Start Date _____ End Date _____

Applicant Signature: _____ Date _____

Property Owner Signature: _____ Date: _____
(if different from applicant)

MDD Office Use

Application Received: _____ MDD Meeting: _____

The decision of the LVMDD Board of Directors: _____

Date applicant is notified: _____

LA VERNIA MUNICIPAL DEVELOPMENT DISTRICT STANDARD AGREEMENT FOR THE FAÇADE GRANT PROGRAM

THE STATE OF TEXAS

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KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WILSON

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THIS IS AN AGREEMENT, made and entered into by and between the La Vernia Municipal Development District, a Municipal Development District created by and through the laws of the State of Texas, hereinafter called "LVMDD", acting by and through its duly authorized representative,
and _____, hereinafter called "GRANTEE,"
acting by and through its duly authorized representative.

W I T N E S S E T H:

WHEREAS, the La Vernia Municipal Development District has created and approved a process whereby buildings located within the City of La Vernia Central Business District may apply for a façade improvement grant from the LVMDD; and

II.

WHEREAS, upon an affirmative vote of the majority of LVMDD Board, on _____, the LVMDD determined that GRANTEE qualified for a grant in the amount of _____ (the "funds") for façade improvements as provided for in its application and that said funds shall be distributed to GRANTEE under the following terms and conditions:

(a) For and in consideration of the distribution to GRANTEE by the LVMDD, the funds distributed shall be used by GRANTEE for the sole purpose of

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_____ (the "Project"). All funds shall be for the following expenditures:

(b) The remittance of the funds by LVMDD will be upon written request by GRANTEE. The written request will indicate what the funds will be used for and the date the project is to commence. LVMDD shall remit the funds within fifteen (15) days of receipt of the written request by GRANTEE.

(c) The Project shall be completed by _____. Should GRANTEE fail to complete the project by the specified completion date then, upon written demand by the LVMDD, GRANTEE shall, within 30 days of receiving the written demand, repay all funds received and shall remit 10% interest per annum on all funds received from the time GRANTEE received the funds from the LVMDD.

(d) Upon completion of the Project, GRANTEE shall submit a final financial accounting (the "report") to the LVMDD showing a line item accounting of all expenditures made during the Project which shall be accompanied by the check register of all related expenditures. Invoices, receipts, or other proofs of expenditures shall be presented with the report.

(e) Any funds GRANTEE receives that remain after the completion of the Project are to be returned to the LVMDD within 30 days of completion of the Project. If it is determined that GRANTEE has used the funds for any purpose other than those identified in paragraph II(a) of this contract or has breached this contract in any fashion, GRANTEE shall repay all improper expenditures and shall remit 10% interest per annum on all improper expenditures from the time GRANTEE received the funds from the LVMDD.

(f) All funds received from LVMDD shall be accounted for in a separate bank account and shall not be co-mingled with other cash funds.

(g) GRANTEE shall at all times comply with the ordinances of the City of La Vernia and the laws of the State of Texas.

III.

In the performance of this contract, GRANTEE shall not discriminate against any employee or applicant for employment or with any customer with respect to his hire, tenure, terms, conditions, or privileges because of his race, color, religion, national origin, sex, disability, or ancestry. A proven breach of this covenant may be regarded as a material breach of the contract causing its termination.

IV.

It is understood and agreed that in the event any provision of this contract is inconsistent with the requirements of law, the requirements of law will control and the parties shall revert to their respective positions which would otherwise be enjoyed or occupied by the respective parties for the terms of this contract.

V.

The foregoing instrument in writing between the parties herein, constitutes the entire agreement between the parties, relative to the funds made the basis hereof, and any other written or oral agreement with the LVMDD being expressly waived by GRANTEE.

IN WITNESS WHEREOF, the parties hereto execute this agreement in duplicate originals as of the date set forth above on this ____ day of _____ 20____.

LA VERNIA MUNICIPAL DEVELOPMENT
DISTRICT, TEXAS

BY: _____

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[Grantee]

BY: _____

(Inserting Commercial Permit / Sign Permit / Contractor Reg)