



DESIGN MAIN STREET GREENWOOD

MAIN STREET GREENWOOD FAÇADE GRANT APPLICATION

In order to increase interest in re-use of existing buildings and to help recruit new businesses and services downtown, Main Street Greenwood, Inc. will provide financial incentives for owners to make exterior improvements to downtown buildings through a Façade Grant Program. In addition, efforts will be made to increase the awareness of existing financial incentives, which include:

- ❖ Federal historic tax credits for commercial rehabilitation projects
- ❖ Low Interest Loans made available through participating banks

The Main Street Greenwood Façade Grant Program will provide awards up to \$1,000.00 per project for exterior improvements to buildings within Downtown Greenwood's Main Street District. The improvements include: store signage, lighting, awnings, windows, building fronts, entries, planters, and other expenditures as defined by Main Street Greenwood's board of directors. The Main Street Greenwood Façade Grant Program is a reimbursement program. All awards shall be retained pending completion and inspection of the project.

PROGRAM CRITERIA

1. All Main Street Greenwood Façade Grant projects shall be for properties within Greenwood's Main Street District (see map). The basis for awards shall be first come, first served. Priority will be given to those projects that have a significant visual and economic impact and that show dedication to preservation of the historic integrity of the building.

The Main Street Greenwood District:



district boundaries

2. Applicants must be current members of Main Street Greenwood. If an applicant is not a Main Street member, membership dues for two years will be required at time of application. Priority will be given to those applicants who have exhibited a high level of involvement and support of Main Street Greenwood.
3. Grants may not be used for the refinance of existing loans, working capital, or for purchase of inventory or interior.
4. Grants will be made to a maximum of \$1,000.00; matching \$1.00 to every \$2.00 invested. The grant does not need to be paid back.
5. Work completed prior to grant approval is not eligible for funding.
6. Participants must secure their portion of the project cost BEFORE the start of the improvements and submit documentation in writing to Main Street Greenwood, Inc.
7. Approved projects shall be underway within 60 days of contract execution and shall be completed within (4) months of the contract date.
8. All projects shall be done by contractors who meet all licensing requirements of the City of Greenwood. Project owners and/or contractors shall acquire all necessary permits.

APPLICATION PROCEDURE

1. Meet with Main Street Director to view the proposed project and discuss preliminary plans.
2. For consideration, applicants must submit all of the following documents and information to Main Street Greenwood, Inc. for its review:
 - a. Complete plans and specifications. Main Street Greenwood reserves the right to require plans and specifications to be prepared by an architect for structural improvements.
 - b. Cost estimate
 - c. Complete application and consent form by property owner and tenant (if applicable).
 - d. Proof of insurance
 - e. Proof of ownership
 - f. Current photographs of building's exterior
3. Initial review of application will be handled by the Main Street Design Committee. Pending their approval, the application will be approved by the Main Street Board of Directors. If the property lies within the Greenwood Historic District (within the Main Street District), applicant must

receive approval from the City of Greenwood's Historic Preservation Committee before any work can begin.

DISPURSEMENT OF FUNDS

To receive reimbursement for eligible project costs as contracted:

1. Reimbursement will occur after project completion and upon submission of appropriate forms and documents as outlined in the guidelines.
2. Notify Main Street Greenwood upon completion of work
3. Submit request for reimbursement with documentation of eligible costs paid by the applicant.
4. Work will be inspected by Main Street Greenwood. Upon approval of the work performed, a check will be drawn for payment of eligible costs.

MAIN STREET GREENWOOD FAÇADE GRANT APPLICATION FORM

Name of Applicant _____

Mailing Address _____

Telephone / Fax Numbers _____

Property Address _____

Description of work to be done (attach detailed work descriptions from contractor, plans and photos)

Total cost of work _____

Amount to be provided by owner _____

I certify that I am the owner of the above property, have read and will comply with Main Street Greenwood, Inc.'s Façade Grant Program's requirements, guidelines and procedures and understand that I will not be reimbursed for the work on this property until the project is completed.

Signature of Owner(s)

Date

Mailing Address

FOR MAIN STREET GREENWOOD USE:

Application received date: _____

Main Street Greenwood Review Date: _____

Main Street Greenwood suggestions:

Project approved by:

Committee

Main Street Board President

Final payment date: _____

Final amount: _____