

Allamakee County Facade Improvement Grant

Purpose

Allamakee County seeks to provide commercial building owners and their tenants with assistance to permanently improve their structures and property for the betterment of Allamakee County. Projects that will receive grant funding should focus on attempting to maintain historic appearances and improving the visual aesthetics of Allamakee County.

Structure

Grants will be offered for amounts up to \$5,000 and require 1:1 matching funds from the Grantee. NOTE: Grant funds are provided on a reimbursement basis; receipts of completed work must be submitted before grant funds will be disbursed.

The Allamakee County Economic Development (ACED) Board of Directors will evaluate proposals and recommend projects to the Allamakee County Board of Supervisors for grant funding. These grants will be awarded to eligible applicants for eligible activities, which are outlined below. Applicants must submit an application of the intended project for a formal review. Applications will be accepted on an on-going basis until program funds have been allocated. Typical reviews will occur on the second Thursday of each month.

Grant project must be completed within one year of the grant award notification. Extensions may be granted with prior approval of the ACED Board of Directors.

Grants will be awarded based on the following criteria:

- A complete application that demonstrates a strong dedication to improving Allamakee County
- Feasibility of the project within grant guidelines, budget, and timeline
- Project takes every effort to maintain the historic appearance of the building
- Effect of the proposed improvements on Allamakee County
- Grantee abiding by all terms and conditions of the grant

A completed application does not guarantee receipt of any program funding.

Eligible Applicants

Property owner or property owner-sponsored tenants of existing commercial buildings located within Allamakee County.

The Allamakee County Facade Improvement Grant will not use race, sex, orientation, age, religion, or other factors as a basis for awarding or refusing to award a grant to an eligible applicant.

Eligible Activities

Eligible Activities include permanent building improvements. Such improvements include but are not limited to the following:

- Historically accurate repairs to building facades
- Masonry repair
- Cleaning of the exterior of the building
- Exterior painting (historical colors suggested)
- Repairing or replacing entrances, doors, windows, or decorative details
- Awnings
- Sign installation, removal, or repair
- Other repairs that improve the aesthetic quality of the property

The ACED Board of Directors has final determination of the eligibility of projects.

Ineligible Activities

Items are included but not limited to the following:

- Improvements which are not permanent in nature
- Any work that significantly alters the historic appearance of the building

Projects started prior to application submission and approval will not be considered eligible for this program. However, funding can be provided for specific project phases that have not yet been purchased or started as long as invoices can be provided for that specific portion.

Application Process

1. Application guidelines are available at the ACED office (101 W Main Street, Waukon, IA 52172) and at <https://www.allamakeecounty.com>
2. Completed grant application, including application form, drawings, photos, cost estimates, paint and material samples if known, etc., will be submitted to the ACED office.
3. The ACED Board of Directors will review applications and provide the Allamakee County Board of Supervisors with recommendations for funding. Upon approval, ACED will notify the applicant. If the application is rejected, the applicant will be notified in writing.

Submittal items to accompany application form

- Summary of proposed project and future renovation plans for the building.
- Breakdown of work components for the project, with cost estimates
- Drawings or images illustrating the design of the proposed improvements
- Color photograph(s) showing the existing condition of the building
- Any additional images or information requested by the ACED Board of Directors

The members of the ACED Board of Directors are available for assistance and may make a site visit to your property to view the area of the proposed project.

Post Grant Award Procedure

1. Successful applicants will sign an agreement with Allamakee County regarding terms and conditions.
2. ACED will monitor the progress of the project.
3. ACED must approve any changes in the scope of work.
4. An Application for Payment is due within 60 days of the project completion and must include copies of invoices/receipts for all expenses and photographs of the completed work.
5. Allamakee County will distribute grant funds after completion of the project and upon approval. Representatives of the ACED Board of Directors will conduct a final inspection before the disbursement of funds.
6. Deviations from the approved plan will disqualify the recipient from this grant program and result in forfeiture of all grant funds.

We look forward to receiving and considering your applications.

Contact Information

Allamakee County Economic Development and Tourism
Executive Director, Val Reinke
101 W Main Street
Waukon, Iowa 52172
563-568-2624
allamakeecountyedt@gmail.com

Allamakee County Facade Improvement Grant Application Form

Applicant Information:

Name: _____

Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Property Owner or Tenant (*circle one*)

Property Information:

Business Name: _____

Business Address: _____

Description of Business/Property Use: _____

Property Owner (*if not applicant*): _____

Owner Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Total Project Cost: _____

Grant Request: _____

(Grant request must not exceed 50% of total project cost)

Project Description (attach photos of existing conditions and proposed work):

Please describe the project you would like to complete in its entirety:

Are there long-term renovation plans for this property? Describe them:

Project Costs and Budget (attach additional sheets if necessary):

List of Materials and Labor

Estimated Cost

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Total:

Supplemental Application Materials:

- Drawings or images illustrating the design of the proposed improvements
- Color photograph(s) showing the existing condition of the building
- Any additional images or information requested by ACED

I authorize the verification of the information provided on this form and have attached all required documentation as specified in the application materials. I also understand that my project may be used for marketing the program to other businesses. I acknowledge that I have read and agree to the program conditions outlined in the program details.

Signature of Property Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____