

Chapter 8

BUILDING IMPROVEMENT GRANT PROGRAM

CITY OF EVANSVILLE, WI

PURPOSE

The Evansville Building Improvement Grant Program was created to encourage and assist the maintenance and rehabilitation of our community's commercial buildings. In addition, the Evansville Historic Preservation Commission has donated funds to the program for replacing nonconforming signs in the Historic District.

ELIGIBILITY

- Applicants must be the owner of record, mortgagor, contract purchaser or lessee of property (with property owner's written consent).
- Property must be located within the City of Evansville, and must be used for commercial purposes. Industrial, residential and church-related properties are not eligible. If there is a mixed-use property involved in the grant request, only the commercial aspect will be covered by the grant. Preference will be given to properties located within the City's central business district (B-2).
- All grant proceeds must be used for the exterior renovation of the structure, except (a) grant proceeds may be used for the cost of replacing a nonconforming sign in the historic district and (b) grant proceeds may be used for interior modifications and improvements and site improvements related to creating or improving an alternative (*i.e.*, rear or side) entrance to a business located on Main Street between 1st Street and Allen Creek before the start of the Main Street reconstruction project in 2007. However, additional project costs that might not be eligible for payment with grant proceeds, such as landscaping, signage and site improvements may be included in the applicant's total project cost. Grants will not be awarded for working capital, property acquisition or refinancing of existing debt.
- Grant amounts shall not exceed 40% of the project's total cost - with a maximum award of \$1,200 per applicant. *Therefore, to receive the maximum grant amount, the total project cost must be at least \$3,000.* Limit one grant per property per year.
- All Building Improvement Grant requests are subject to review by the Building Improvement Grant Committee. Grant decisions will be determined on a case-by-case basis and are subject to fund availability during that year's annual application period.
- Grants will be distributed to recipients upon successful completion of the project as approved. Changes to an approved project must be reviewed and approved by the City Administrator. Additional approval of the Building Improvement Grant Committee may be deemed necessary for significant changes. Failure to obtain proper approval may result in a reduction of award amount or the forfeiture of the grant in its entirety.
- The Building Improvement Grant Committee will monitor program compliance. The City Clerk Treasurer will administer all Building Improvement Grant funds.

DEADLINES & INFORMATION

Applications may be submitted at any time; the Building Improvement Grant Committee meets on an as needed basis. Projects must be completed within six months of approval, unless the Building Improvement Grant Committee grants an extension.

Applications and/or further information can be obtained by contacting the Evansville Economic Development Committee at:

Economic Development Committee
City Hall
31 S. Madison St., PO Box 76
Evansville, WI 53536

Building Improvement Grant Program

PROGRAM APPLICATION

1. APPLICANT INFORMATION

Name _____

Address _____

Phone _____

Interest in property to be renovated (check one)

____ Owner/Mortgagor

____ Buyer on contract

____ Tenant

If buyer on contract, who is the property owner?

If tenant, who is the property owner?

If tenant, how many years are left on the current lease?

2. PROJECT INFORMATION

Business Name _____

Project Address _____

City Map Attached (please check) Yes _____ No _____

Current property Use _____

Proposed Use

Proposed Rehabilitation

Project Cost Estimates

Rehabilitation	BIG	Owner Equity	Other Financing (specify source)	Total
Exterior Renovation				
Signage				
Landscaping/Site Improvements	\$0			
Total				

3. REQUIRED APPLICATION ATTACHMENTS

To receive full consideration, the following items must be included with the application.

- Site plan drawn to scale, at a minimum at 1"=100'. Project location must also be noted on a City Map.
- Elevations of any facade proposed to be altered, drawn to scale of at least 1/8" = 1'; each elevation drawing should include notations of proposed materials, color, finishes and details. The drawing should clearly show proposed signage (if any). Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.
- Clear and identifiable photographs, at least 5"x7" in size, of the building facades and facades of neighboring buildings. If more than one facade is proposed for renovation, photographs of each building facade, proposed as well as neighboring, should be submitted.
- Preliminary (written) cost estimates.
- Rehabilitation/Construction time schedule, noting start and completion date.

4. CERTIFICATION

I, the undersigned, certify that I have received and read the guidelines and procedures of the Building Improvement Grant Program (BIG). I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed and provided the required attachments in accordance with this application.

Applicant Name (print or type) _____ Date _____

Applicant Signature _____

*****OFFICE USE ONLY*****

Date Received _____ Lending Institution _____

Application is ___ APPROVED ___ DENIED Date _____

BIG Committee Signatures _____

Comments _____

