



CITY OF MONTGOMERY ECONOMIC DEVELOPMENT AUTHORITY (EDA)  
*2020 COMMERCIAL EXTERIOR GRANT PROGRAM*

**Purpose**

The purpose of the program is to encourage commercial building owners to maintain and invest in their properties by making improvements to the exteriors and storefronts of commercial buildings, thereby enhancing the aesthetics and appeal of the commercial districts.

**Matching Grant:**

EDA will match \$2 for every \$1 of investment up to \$3,000 maximum in the form of a grant. The grant can be used in combination with the EDA loan program. A separate application would be required for the EDA loan program.

Building owners are eligible for only one exterior facade grant in an 18-month period.

**Eligible Properties:**

Buildings that are zoned and used for commercial or industrial uses, as shown in the Comprehensive Plan.

Properties must be current on all taxes, city loans and city utilities at the time of application and at the time of reimbursement.

Properties that have been the recipient of tax increment financing or tax abatement in the past five (5) years from the date of application are not eligible.

**Eligible Projects:**

Exterior and façade improvements to the building visible to the public which may include:

- Exterior painting or re-siding or murals.
- Replacement or repair of masonry and tuckpointing.
- Restoration or replacement of historic roof lines/decorative building features that are permanent.
- Removal of architecturally inappropriate or incompatible exterior finishes and materials.
- Repair or replacement of exterior windows and doors.
- Signage for the business that is affixed to the building and/or monument sign.

- Awnings, canopies, and storefront overhang.
- Exterior lighting.
- ADA accessibility.
- Any other items deemed appropriate by the EDA.

### **Ineligible Projects:**

Unless part of a loan request, the following would be ineligible for the grant:

Landscaping, sidewalks, personal property, interior remodeling, electrical and plumbing upgrades, energy upgrades, HVAC systems, furniture, and fixtures.

Previously completed projects, and projects started prior to EDA approval are also ineligible.

### **Contractor and Permit Requirements:**

If a contractor is used to complete a portion of the project or in its entirety, the cost of labor and materials used by the contractor are eligible for reimbursement.

If the project is to be completed wholly or a portion thereof by the applicant, labor cannot be factored into the cost and materials only will be eligible for reimbursement.

All permits for the project must be obtained by the applicant/contractor at their expense.

### **Application Deadline:**

Applications will be taken in on a first come, first served basis up to the \$20,000 program funding. Once a complete application is received, the requested grant amount will be reserved while the application is reviewed for approval. An applicant will have 15 business days to respond and satisfy any follow up to the application before the reservation will be canceled and released back into overall allocation.

Applications will be accepted starting August 10, 2020.

### **Application Process:**

Applicant will complete and submit the application, including required documentation to City staff. It is important to have complete and thorough project costs as the grant award will be based on this information.

City staff will review the application for completeness and to determine if it conforms to program guidelines.

City Staff will notify the applicant of the decision and provide a letter signifying the grant commitment and establish the completion deadline.

**Selection Criteria:**

Applications will be reviewed and analyzed against the following criteria:

- Location of the desired project, emphasis on the storefront or area with high visibility. Rear portions of the building not intended for customer use will not be considered unless part of an entire building façade improvement such as painting, siding, etc.
- Consistency with existing improvements and likeness to surrounding businesses.
- Consistency with Comprehensive Plan.
- Compliance with building and City codes.

**Project Completion:**

The project is to be completed within one calendar year from the date of approval. Reimbursement should be sought within 60 days of project completion.

**Reimbursement Process:**

Reimbursement to the applicant will be made upon completion of the following:

- Inspection by City staff to verify completion of work and code compliance. After photos may be taken.
- Submittal of paid invoices for all the work outlined in the application.
- Verification of payment of all permits and closed by the Building Official.

Reimbursements may take up to 30 days to be issued depending on when the request is received in the calendar month.

Reimbursement will not surpass the specified grant commitment as indicated in the award letter regardless if actual costs exceed the anticipated cost identified in the application.

If the actual costs are less than anticipated, reimbursement will be made up to the 2 to 1 project match ratio.