



Main Street District Façade Grant Program

(Please return this completed application and all requested attachments to the Main Street Manager at City Hall, 900 Thompson .)

Applicant's Name: _____ Date _____

Business Name: _____

Building Address: _____

Building Owner (and contact information if different from Business owner)

Business Phone: _____ Cell Phone: _____

Fax: _____ E-mail address: _____

Building Age _____ Date of Construction _____

Type of Work: (circle all that apply and include greater detail in the application below)

- Paint
- Lighting
- Signage (The lesser of \$500 or half of the total estimated cost)
- Awnings / Canopies
- Slipcover / non-historic façade removal
- Brick repointing
- Replacing or restoring cornices
- Removing paint from brick
- Opening transom windows
- Replacing windows

Please note – As a rule, paint grants may only be issued to those buildings that have already been painted, as painting the unpainted masonry facade of a building is not usually historically appropriate. However, each request will be considered on a case by case basis.

Façade Grant Guidelines

1) All proposed improvements must be consistent with Bridgeport Main Street Property Design Guidelines which are included in the Façade Grant application packet. The purpose of the Design Guidelines are to ensure that all façade grant funding is directed to historic preservation and, or restoration in compliance with Article 11.300, Chapter 11, Bridgeport Code of Ordinances, and Sub chapter B, Chapter 351, Texas Tax Code.

2) The Façade Grant application, construction quotes, and construction design renderings must be submitted to the Main Street Design Committee for recommendation and voted on by City Council.

3) The façade grant application should be submitted at least 1 month minimum before the project begins in order to be reviewed by the Main Street Design Committee and City Council. If the application is not submitted 1 month before the project begins, it must be submitted within 30 days of the completed project. In order to be considered the project must comply with the Main Street Design Guidelines. If it does not comply, the project will not be funded. It is strongly encouraged that the project be submitted prior to the beginning of the project to ensure adherence to guidelines.

4) After the Façade Grant Application has been submitted to the Main Street Manager, a meeting will be held with the Main Street Design Committee and applicant at their property to review the application and discuss the project.

5) On the application, you must provide the dates of when the contractor will begin and complete the project. The project must be completed within 6 months of receiving grant funds. If the project is delayed by weather or unforeseen circumstances, extra time may be requested and submitted to the Main Street Design Committee for approval. Grant funding for any portion of work not completed within the approved time frame shall be paid back to the City within 30 days of the grant ending period.

6) Items listed for proposed work must be completed by the end of the project. Do not list any items that will not be completed in the project.

7) An item or items previously awarded a façade grant are ineligible to be submitted on an application within a 5 year time period, regardless if the property owner or tenant changes. A façade grant for a sign is not subject to this limitation. For example a property owner is awarded a façade grant for an awning, an application can not be submitted or awarded for that awning until 5 years. Even if the tenant or property owner changes within that 5 year time period. The only item exception would be for signage, if a property owner or tenant changes within that 5 year time period and they would like to apply for a façade grant for signage that would be acceptable. The maximum amount for signage would be the lesser of \$500 or half of the total estimated cost.

8) No more than \$5,000 per property will be awarded within a 5 year period. For example, if a façade grant is awarded to a property for \$2,500 for a project, the property owner or tenant can apply for another \$2,500 façade grant for a different project within the 5 year time period and not exceeding \$5,000 per property. If a \$5,000 façade grant is awarded to a project, no additional applications may be funded within 5 years of the previous award.

9) All receipts for work must be submitted to the Main Street Manager within 30 days of completing the project. In the event that the actual cost of work is less than the estimated, the recipient shall pay the City back the difference in the awarded amount of the grant funded.

For example: Project Estimated Cost \$10,000

Façade Grant Awarded \$5,000

Actual Project Cost \$9,500

50% of difference between estimated the \$10,000 and actual \$9,500= \$250 reimbursement

Total estimated cost of improvement project (including interior for reinvestment reporting purposes)

Project Start Date: _____ Project Completion Date: _____

Amount of grant allotment: \$5,000

With a 50/50 match basis

Example: Total Project Cost \$10,000

The business owner would put in \$5,000 into the project and the City would put in \$5,000

<u>Description of Work Proposed</u>	<u>Estimated Cost</u>	<u>Local Vendor</u>
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(Please be detailed or include detailed estimate from contractor)

Exterior Façade _____

Interior _____

Windows _____

Roof _____

Storefront and doors _____

Painting _____

Awning _____

Site work _____

Signage _____

Other _____

TOTAL COST ESTIMATE (please attach) \$ _____

TOTAL GRANT REQUEST \$ _____

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Architect's Name _____

Contractor's Name _____

Please submit the following information:

1. A copy of contractor/painter/workman's bid/cost estimates and drawing of proposed work. Please include color samples of paint, signage, and/or awning style and material as well. Paint must be a historic color from one of the historic paint pallets.
2. Information on the methods and materials to be used.
3. Historic photos of your building.