



## **DOWNTOWN MT. VERNON DEVELOPMENT CORPORATION FAÇADE IMPROVEMENT PROGRAM**

### **Overview**

Thanks to a generous contribution from the Hassakis & Hassakis Law Firm, Downtown Mount Vernon Development Corporation can fund the Façade Improvement Program formerly known as the 50/50 Beautification Program.

The Façade Improvement Program encourages the revitalization of and reinvestment in the (Downtown Business District) to improve the appearance of buildings which are street-facing or in prominent view. This program provides up to \$2,500 in reimbursement grant funds to finance exterior improvements to a property owner or tenant's commercial building that will be aesthetically pleasing and complimentary to local design guidelines or concepts acceptable to the city. The program is designed to retain and attract businesses, strengthen the commercial corridor, increase utilization of those commercial buildings, restore economic vitality, and enhance property values. The program is a 50/50 match reimbursement grant and shall be reviewed on a first come first served basis. Project award will be based on criteria developed by the DMDC Design Committee. A formal grant application must be completed and submitted to be considered.

### **Goals**

The goals of the Façade Improvement Program:

- Visually improve facades to encourage economic growth in Downtown
- Encourage high-quality redevelopment and beautification
- Increase or restore architectural elements to the structure
- Increase property values in Downtown

### **Eligible areas**

All commercial properties within the DMDC boundaries are eligible for this program (see attached map). Four main classes of commercial real estate include: office space; industrial; multi-family rentals of five (5) units or more; and retail.

### **Eligible expenditures/activities**

Façade renovation activities must involve the general upgrading of a building's external appearance. Façade program funding is to be used for permanent exterior visual improvements to storefronts and is not to be used for structural repairs unless directly related to the façade. Permanent exterior improvements that are eligible include:

- Masonry repairs and tuckpointing
- Repair/replace/preserve (including the exposure and cleaning) historically significant architectural details
- Storefront modification or reconstruction
- Cornice repair & exterior trim work
- Exterior painting and repairs to the finishes of buildings
- Awnings and canopies
- Window and door repair or replacement
- Exterior signage
- Exterior lighting
- Repair/replacement of gutters and down spouts
- Decking and stairs
- Addition of a patio or outdoor space
- Visible roof repairs relating to the building's facade
- Side and rear building facades where improvements will serve to remove blight.

**Examples of activities generally not eligible:**

- Attached, hanging or projecting signs unrelated to the architecture of the building
- Installation of aluminum/vinyl siding or other false facades
- Roof and chimney repairs
- Permit fees
- Non-visible roofing
- Mechanical equipment enclosures (non-visible)
- Billboards
- Interior renovation
- Temporary, portable or non-permanent improvements
- New construction
- Property acquisition
- Expansion of building area
- Working Capital
- Refinance of existing debt
- Payment of delinquent taxes
- Improvements in progress or completed prior to grant approval
- Utility/trash enclosures
- Interior structural repair
- Parking Lots

**Project requirements**

1. A detailed, itemized project budget with line-by-line cost breakdowns. All aspects of the project shall be included.
2. All improvements must be completed within one (1) year of the approval date.
3. The owner of the building must sign the grant application.
4. If a property owner is also the contractor, the grant will cover materials and labor, but labor hours may be accepted/denied by the Façade Improvement Grant Program Committee (The Committee).

5. Each application must be reviewed by The Committee and approved by the DMDC Executive Committee before improvements can be eligible for reimbursement.
6. The contractor must obtain all necessary state, county, or local permits.
7. Program applicants must submit current photographs of the property to be improved along with a rendering of what it will look like after completion.
8. Any changes or modifications of the submitted plans must be approved by The Committee or the project may not be funded.

**Award Criteria:**

The Committee will use the following criteria in making their recommendations on project awards:

- Compliance with the Project Requirements
- Finding of no adverse impact on the character of the building
- Only one (1) grant will be awarded per building

**Reimbursement**

Once the project has been completed and reviewed by The Committee, funds will be distributed within 30 business days after all copies of invoices, receipts and cleared checks have been received by the DMDC. The program will issue grants for 50% of the owner or tenant must incur at least 50% of the project cost. The eligible expenditures up to \$2,500.

**How to apply**

The grant application is available on the DMDC website at [www.downtownmtv.org](http://www.downtownmtv.org), by calling the DMDC office at 618.242.6866 or by emailing Debbie Arning at [dmdcoffice@att.net](mailto:dmdcoffice@att.net).



**DOWNTOWN MT. VERNON DEVELOPMENT CORPORATION  
FAÇADE IMPROVEMENT PROGRAM APPLICATION**

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**I. GRANT APPLICATION**

**1. APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business/Site Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Business Owner:  Yes  No

**3. PROJECT INFORMATION**

Proposed Project (Check all that apply):

Masonry repairs & tuckpointing

- Repair/replace/preserve historically significant architectural details
- Storefront modification or reconstruction
- Cornice repair & exterior trim work
- Exterior painting & repairs to finishes of building
- Awnings & canopies
- Window & door repair or replacement
- Removal of siding and exterior false facades
- Replacement of transom glass
- Exterior signage
- Exterior lighting
- Repair/replacement of gutters & downspouts
- Decking & stairs
- Addition of a patio or outdoor space
- Side & rear building façade where improvements will serve to remove blight
- Other (Please describe in Project Description area below)

Brief Project Description (discuss materials, colors proposed, etc.) - Attach additional pages and photos as needed **\*Any changes made to the project after approval has been given may result in a disqualification from program and forfeiture of funds\***

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Contractor Name (If someone other than owner/tenant): \_\_\_\_\_

Contractor Phone Number: \_\_\_\_\_

Total Estimated Project Cost: \$ \_\_\_\_\_

**II. CERTIFICATIONS**

**1. LANDLORD INFORMATION** (If applicant is a tenant)

Full Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Acknowledgement:

I am the landlord of the building address noted in this project application and my address and phone number is noted correctly in this document. I have been informed of the Applicant's intention to perform the improvements described in this application, and I hereby authorize the tenant to apply for the proposed improvements.

\_\_\_\_\_  
Landlord Signature

\_\_\_\_\_  
Date

## 2. APPLICANT CERTIFICATION

The undersigned agrees that by signing and submitting this application that he, she or they will be bound by the terms and conditions contained in the Downtown Mt. Vernon Development Corporation Façade Improvement Program guidelines. All work must be performed, and receipts submitted within one year or the funds will be forfeited. **Any changes made to the project after approval has been given may result in a disqualification from program and forfeiture of funds.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

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### SUBMISSION CHECKLIST

- Completed and signed application
- Itemized project budget
- "Before" photo
- Rendering, drawing or sketch of the work to be done

