

GEORGETOWN REDEVELOPMENT COMMISSION
FAÇADE IMPROVEMENT PROGRAM
9111 STATE ROAD 64, PO BOX 127
GEORGETOWN, IN 47122
Phone: 812-951-3012; Fax 812-951-2034

“FIRST COME, FIRST SERVED, LIMITED FUNDS”

The Georgetown Redevelopment Commission (GRC) offers grants to property owners, including but not limited to residential and commercial/industrial businesses, within the Town of Georgetown for a variety of purposes. The GRC's main objectives for the façade grant program are to encourage visual improvements, historic preservation and economic investment. Eligible projects include general building/property improvements, for example: exterior painting, or repairs, signage, awnings, and landscaping. The project may include parking resurfacing as long as the resurfacing is not the only work performed. Projects that include more than general building/property improvements are preferred. (All improvements must comply with the Town of Georgetown zoning regulations, including any required building permit(s), and be approved by the Town of Georgetown Planning and Zoning Department). An application must be approved, in writing, before work begins.

*****Priority will be given to properties within the Historic Downtown area.*****

APPLICATION

Property Owner: _____ Phone: _____
Company Name: _____
Property Address: _____
Email Address: _____
Description of Improvements: _____

Use additional paper/attachments if necessary

Total estimated project cost _____ Amount Requested _____

When will improvement start? _____ End? _____

If applicable, how many employees are employed at this location? ____ # of New Jobs Created ____

The information given is true and accurate to the best of my knowledge. Furthermore, I give permission for use of my name or business name and photographs to be taken by GRC staff and/or volunteers for media purposes and will permit the use of promotional signs on the property during the construction phase. ***I further acknowledge and understand that the GRC is currently giving priority to properties within the Historic Downtown area.***

Date: _____ Signature _____

PROGRAM GUIDELINES

1. Georgetown Redevelopment Commission (GRC) will reimburse 50% of the total project costs, up to a maximum of \$10,000 per pre-approved project, which may include up to 100% of material costs and up to \$500 for labor, \$500 for architectural costs, and \$500 for business signage. GRC reserves the right to award grants in amounts less than 50% of project costs for any reason, including availability of funds, aesthetic value of the project, or any other reason at their sole discretion.
2. **Application must be approved in writing before work begins. There is a non-refundable application/processing fee in the amount of \$150.00.**
3. Two cost estimates, with a detailed scope of work, must accompany each application along with a “before” photograph. Estimates must include a materials/products list and labor cost breakdown. A sample cost estimate is hereby attached. Owner makes selection of contractor. If, after an approval by the GRC to fund a project, an applicant needs or wants to change a contractor for any reason, the owner must come back to the GRC for an update and approval. Any changes to the contractor without prior approval of said change shall invalidate the initial approval and funding will be denied on the project.
4. If a permit is required, only a contractor registered with the Town can perform the construction work.
5. GRC will rebate approved business/property owner after work is completed and a final bill with copies of receipts is submitted and copies of a cancelled check(s) for applicant’s portion is provided. An “after” photograph must also be submitted.
6. All work must be completed and funded within six (6) months of application approval, with a three (3) month extension available by written request to the GRC for good cause shown. The applicant must ask for an extension prior to the expiration of six (6) month by making the request in writing, attending the next scheduled GRC meeting in person, and explaining why an extension is needed. The GRC may give a 30-day grace period for an extension if there are circumstances out of the applicants control, such as receiving correct documentation from contractor, contractor has to move back project due to weather conditions, etc. Circumstances which are appropriate for the 30-day grace period are at the sole discretion of the GRC.
7. A building owner or a family member may do the work relating to the proposed project. However, if this is the case, two “arm’s length” estimates plus one from the owner or family member must be submitted with the application.
8. Lessee must submit notarized permission from property owner to participate in program.
9. The Georgetown Redevelopment Commission reserves the right to use its collective judgment in consideration of any application and may reject any application on the grounds that it does not fit the intent of the program. ***The GRC will currently be giving priority to properties within the Historic Downtown area.***
10. If demand exceeds funds, projects may be ranked using criteria such as (but not limited to) the following:

*First time applicant	*Number of new jobs created
*Structural vs cosmetic improvements	*Location of property
*Location of project in relation to Town projects	*Size of investment

- *Enhancement of neighborhood property values *Financial Need
 - *Enhancement of aesthetic appeal to property and neighborhood
 - *Enhancement of positive Georgetown image
 - *Enhancement of economic development within the city
 - *Elimination of health or safety hazards
11. A maximum of \$10,000 per property per site as set out in number one (1) above, will be allowed annually. Two applications per owner, per calendar year may be considered on a case-by-case basis. Projects that include the construction of a new business shall not be considered. The program only applies to improvements made to existing properties and structures.
 12. The guidelines contained herein do not necessarily comprise a complete list. Additional guidelines and requirements may be added at any time.
 13. All projects must meet building code, historic district, ADA, zoning and other legal requirements.
 14. Failure to meet code requirements or to cooperate with building/site inspection may cause forfeiture of grant.
 15. All improvements must comply with the Town of Georgetown zoning regulations, including any required building permit(s), and be approved by the Town of Georgetown Building Department.
 16. An application must be approved, in writing, before work begins.
 17. Once the Façade Project has been completed, and all required documentation has been submitted, the GRC must approve the completion of the project and payout of funding at a public GRC meeting.

Checklist

Pre-Application

- ___ Contact Information and Address (including email)
- ___ Project description (see criteria #10), must include an architectural drawing or sketch and a budget estimate
- ___ 2 Cost Estimates (Material list and Cost Breakdown)
- ___ "Before Construction" Photograph(s)
- ___ Name and address of Registered Contractor (if applicable)
- ___ Planning and Zoning Review/Approval
- ___ Copy of Building Permit (if applicable)
- ___ Application/Processing Fee (\$150.00)

Submit completed application to Town of Georgetown Redevelopment Department along with an application/processing fee in the amount of \$150.00. Please call if you have any questions. **It is the applicant's responsibility to complete the application and provide all supporting documentation at least ten (10) days prior to the Redevelopment Commission meeting in which the application will be considered. The applicant shall attend the Redevelopment Commission meeting and be prepared to present its project and answer any questions. The Redevelopment Commission reserves the right to reject or table any incomplete or untimely applications. The application must be submitted and approved by the Redevelopment Commission prior to any project work is performed. Any application**

made after the commencement of project work shall not be considered by the Redevelopment Commission.

Post-Application:

___ Itemized Receipts and Cancelled Checks

___ "Post Construction" Photograph(s)

___ Final Inspection by Town of Georgetown Building Department