



CRA/Historic Preservation Boards

Application for CRA/Historic Preservation Facade Rehabilitation Reimbursement Grant

OFFICIAL USE ONLY

Application No.: _____

Date Received: _____

Property owner:

Name Individual Name if Applicant is a Business

Address City State ZIP Phone

Residential:

Amount Requested: _____

Applicant to select from the following:

Facade Demolition Paint Sign Landscaping

Other:
(explain) _____

Please provide detailed description of work to be done and cost estimate:
(Use reverse side and/or attachments if needed)

Please attach all supporting documents and/or photos that are relevant to your request.

Additional Funding Source(s):

_____ % Match with Historical Society (State or Local)

Owner Contribution: Yes No If yes, amount: _____ Labor: _____

If no, please state why: _____

Do you anticipate assistance from any other agency? Yes No

If yes, please list agency and type / amount of assistance.

Agency: _____ Amount: _____

Signature Date

Applicant must provide W-9

OFFICIAL USE ONLY

Historic Preservation Board Meeting Date: _____ Time: _____

CRA Board Meeting Date: _____ Time: _____

Approved: _____
Community Development Signature

Community Development Title

Amount of Grant: _____

Payable to: _____

Attachment "A": Project Budget - Facade Grant Eligible Budget

Construction Categories / Line Items <small>(insert lines or additional sheets as necessary)</small>	Improvements Costs	Grant Eligible Costs	
		Eligible	Grant
Primary Grant Eligible Work		Completed by Staff	
Facade Work (ex: windows, doors, ext lighting, landscaping, porch, railings,etc)			
Ancillary Project Work (Parking Lot Improvements, Painting, Signage, Etc)			
Demolition			
Total Facade Work			
Other Work (case by case)			
Structural Construction (Concrete, Masonry, Framing, Carpentry, Site Work, Etc)			
Roofing			
Total Other Work			
Total Project Costs			
Total Project Cost	\$0		
<i>Pro rata share eligible for Grant consideration</i>		100%	
Grant Request (\$5,000 max):			\$0

The undersigned understands that the information provided herein is to induce the City of Dunnellon and the Dunnellon CRA to consider a Community Redevelopment/Historic Preservation Area Facade Rehabilitation Grant award for some or all of the above scope of work and certifies that the information contained is true and correct.

Applicant _____

Date: _____

Request for Reimbursement:

Attachments W-9 Reimbursement Payable To: _____
 ALL Receipts
 Pictures Mailing Address (if different than W-9): _____

Signature of Applicant: _____ Date: _____

OFFICIAL USE ONLY

Was the project completed satisfactorily? Y / N Inspection completed by: _____

If no, why? _____

Amount of Reimbursement: _____ Coding: _____ - _____

Approved _____ Date: _____
 City Finance Officer

City of Dunnellon Historic Preservation

Instructions for Submitting

The Façade Rehabilitation Reimbursement Grant

Application Guide/Checklist

Grant Types:

1. Façade Rehabilitation
2. Demolition

Guidelines:

1. Property must be within the Historic District's Community Redevelopment Area within the City of Dunnellon.
2. Improvements need to meet Building Codes for accessibility, fire protection and life safety; other fixed improvements related to build-out or additions; cleaning, repairing and painting exterior walls; repair and replacement of front, side, rear, façade details including doors, windows, lighting, wall signs (including removal of inappropriate signs) and awnings; new landscaping; parking lot resealing and striping; and vacant buildings being converted to active use.
3. Building must be structurally sound based on owner provided documentation (unless grant is for demolition).
4. Only one Façade Rehabilitation Grant will be awarded per property i/a/o \$5,000 per application.

Eligible Improvements:

- ✓ Awnings and shutters of exterior structure-replace or new
- ✓ Exterior Doors and Windows
- ✓ Paint on exterior structure (including murals)
- ✓ Siding or exterior coverings
- ✓ Exterior Lighting
- ✓ Landscaping
- ✓ Other exterior projects on a case-by-case basis
- ✓ Structure demolition on deteriorated properties that are beyond economic repair (ONLY one Demolition Grant will be awarded per property)

Ineligible Projects/Improvements (all applications):

The Façade Reimbursement Grant cannot be used to fund interior renovations, general maintenance, sweat equity or electrical work (except exterior lighting), any improvement funded with a previous grant or anything not listed as an eligible project.

- ✓ Improvements/services rendered prior to grant approval
- ✓ Property damage that may be covered by or compensated through an applicant's property insurance coverage
- ✓ Project funded by a previous grant
- ✓ Interior improvements
- ✓ Electrical work (except exterior lighting)
- ✓ General maintenance

All proposals must be approved by the city prior to grant application submission. Applicants will receive grant funding after the project is completed and all associated costs have been paid.

The City of Dunnellon shall not be responsible for the planning, design or construction of the property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for or participation in the CRA/Historic Preservation Grant Program. The applicant is advised to consult with licensed architects, engineers or building contractors before proceeding with final plans or construction.

In order to apply for funding, you need to meet the following eligibility requirements:

1. Applicant must be the property owner/designee, including detailed budget for proposed improvement.
2. Property must be within the City of Dunnellon Historic District.
3. Provide a proposal on permitted/conforming use.
4. Provide proof of property taxes status (which need to be up to date).
5. Provide certificate of appropriateness from the Historic Preservation Board.
6. Provide proof of financial need:
 - a. For income producing properties, provide debt to income ratio.
 - b. For homestead properties, provide proof of income (bank statement or last pay stub).