

EXCEL! ESTHERVILLE EXISTING BUSINESS FAÇADE IMPROVEMENT Grant Guidelines & Application

Excel! Estherville has a grant opportunity for projects that will benefit and positively impact the businesses in Estherville. These funds are available from the collection of sales tax funds allocated to community betterment projects within the City of Estherville. **FUNDS ARE LIMITED, PLEASE APPLY EARLY.**

The grant will be awarded to businesses for use towards a façade improvement project, as determined by the Excel! Estherville Oversight Committee.

For purposes of this Grant, “Façade” shall be defined as the exterior portion of the building that is visible from a city street. Applicants shall be limited to one (1) grant per business location per owner, once every 10 years.

Eligible applicants may request funds to be matched up to a maximum amount of \$10,000. Grant funds will be awarded on a dollar-per-dollar match, with a maximum grant award not to exceed \$10,000 per application. For example, a project with eligible expenses of \$16,000 would be awarded a \$8,000 grant.

Eligible grant applicants include: Any private business and/or building owners located in Estherville city limits wanting to improve the building façade of their business.

Possible projects include but are not limited to:

- awnings
- hardscapes
- windows and tuck pointing (if part of a comprehensive update)
- exterior painting

Excel Estherville Façade Improvement Grants DO NOT fund:

- Individual residential projects, which shall include any business operated out of a primary residence.
- Churches for the purpose of advancing a specific religion
- Any public, municipal, or governmental entity
- Signage
- Flowers, shrubs or trees
- Owner labor on the project

Grant selection criteria include, but are not limited to:

- Capacity to manage and execute the project
- “Beautification” of the business by the project
- Strategy for achievement is sound with well established timelines and a cost-effective budget
- City review and approval as needed is required. A project must meet architectural and sign requirements.

The grant program is open to receive applications and supporting documentation. Applications will be taken until funds are exhausted. All applicants will be notified when final decisions are made. Grant funds will be disbursed at the completion of the project, as reimbursement for expenses incurred by the grant applicant.

For reimbursement: If awarded, the recipient must provide receipts or invoices, along with pictures of the completed project to Excel! Estherville at 620 1st Avenue South.

**EXCEL! ESTHERVILLE FACADE IMPROVEMENT
GRANT APPLICATION**

Date: _____

Business Contact Information

Business Requesting Funding: _____

Contact Person & Title: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Project Description (If more space is needed, please attach a separate sheet.)

Describe and provide pictures of the current state of the exterior of the building.

Describe the proposed improvements to the façade:

Estimated Completion Date: _____

Estimated Total Project Cost: _____ Grant Amount Requested: _____

Please attach an itemized breakdown of all project costs, pictures of current state of building, and any further information you think may be helpful such as pictures/samples of materials that you will be using.

Signature of Applicant: _____

Print Name of Applicant: _____

Have the following signed by Code Enforcement Officer, Greg VanLangen at the City Offices, 2 North 7th Street, Estherville.

City Approval:

Preliminary review meets City requirements. Permit approval will be required before any construction begins.

Greg VanLangen, Code Enforcement Officer

Date: _____

Incomplete grant applications will not be considered. Please review the checklist below to make sure all the necessary items are included.

Mail or drop off your completed application to the Chamber of Commerce Office at 620 1st Avenue South.

Checklist for Applicant: Make sure all boxes are marked yes prior to submission.

- | | Y | N |
|---------------------------------|--------------------------|--------------------------|
| 1. Application form filled out? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. "Before" Pictures Included? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Budget Breakdown Included? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. City Approval | <input type="checkbox"/> | <input type="checkbox"/> |

For Office Use Only.

Necessary Application Materials Supplied Date: _____

Application Approved/Denied Date: _____

If Denied, why? _____

Receipts/Invoices Provided Date: _____

Reimbursement Request Submitted to City Date: _____

Mail or drop off your completed application to the City of Estherville at 2 North 7th St , or email to p.clayton@cityofestherville.org