

BUILDING IMPROVEMENT GRANT PROGRAM

CITY OF EVANSVILLE, WI

PURPOSE

The Evansville Building Improvement Grant Program was created to encourage and assist the maintenance and rehabilitation of our community's commercial buildings. Since 2018, twelve grants totaling \$14,400 have been distributed to businesses.

ELIGIBILITY

- Applicants must be the owner of record, mortgagor, contract purchaser or lessee of property (with property owner's written consent).
- Property must be located within the City of Evansville, and must be used for commercial purposes. Industrial, residential and church-related properties are not eligible. If there is a mixed-use property involved in the grant request, only the commercial aspect will be covered by the grant.
- Preference will be given to properties located within the City's central business district (B-2) but business/building owners throughout the City are encouraged to apply.
- In 2024, additional consideration will be given for projects that remove or screen certain utility equipment (e.g. trash receptacles, HVAC equipment) from public view or right-of-ways.
- All grant proceeds must be used for the exterior renovation of the structure.
- Ineligible costs: signs, murals, landscaping, working capital (e.g. staff wages, rent costs), property acquisition, or refinancing of existing debt.
- Grant amounts shall not exceed 40% of the project's total cost - with a maximum award of \$2,000 per applicant. *Therefore, to receive the maximum grant amount, the total project cost must be at least \$5,000.*
- Limit one grant per property per year.
- All Building Improvement Grant requests are subject to review by the Building Improvement Grant Committee. Grants are competitive and will be due on August 31, 2024.
- Grants will be distributed to recipients upon successful completion of the project as approved. Changes to an approved project must be reviewed and approved by the City Administrator. Additional approval of the Building Improvement Grant Committee may be deemed necessary for significant changes. Failure to obtain proper approval may result in a reduction of award amount or the forfeiture of the grant in its entirety.

- The Building Improvement Grant Committee will monitor program compliance. The City Clerk/Treasurer will administer all Building Improvement Grant funds.

DEADLINES & INFORMATION

Applications are due on **August 31th, 2024**. The Building Improvement Grant Committee will then meet to evaluate and award grants. Projects must be completed within six months of approval, unless an extension is granted by the Building Improvement Grant Committee.

Applications and/or further information can be obtained by contacting Community Development Director Colette Spranger at (608) 882-2263, c.spranger@evansvillewi.gov, by stopping in at City Hall during business hours, or by asking a member of the Economic Development Committee.

Building Improvement Grant Program

PROGRAM APPLICATION

1. APPLICANT INFORMATION

Name _____

Address _____

Phone _____

Interest in property to be renovated (check one)

____ Owner/Mortgagor

____ Buyer on contract

____ Tenant

If buyer on contract, who is the property owner?

If tenant, who is the property owner?

If tenant, how many years are left on the current lease?

2. PROJECT INFORMATION

Business Name _____

Project Address _____

Location Map Attached Yes _____ No _____

Current property Use _____

Proposed Use

Proposed Rehabilitation

Project Cost Estimates

Rehabilitation	BIG	Owner Equity	Other Financing (specify source)	Total
Exterior Renovation				
Signage	\$0			
Landscaping/Site Improvements	\$0			
Total				

3. REQUIRED APPLICATION ATTACHMENTS

To receive full consideration, the following items must be included with the application.

- Site plan drawn to scale, at a minimum at 1"=100'.
- Elevations of any facade proposed to be altered, drawn to scale of at least 1/8" = 1'; each elevation drawing should include notations of proposed materials, color, finishes and details. The drawing should clearly show proposed signage (if any). Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.
- Clear and identifiable photographs of the building facades and facades of neighboring buildings. If more than one facade is proposed for renovation, photographs of each building facade, proposed as well as neighboring, should be submitted.
- Preliminary (written) cost estimates.
- Rehabilitation/Construction time schedule, noting start and completion date.

4. CERTIFICATION

I, the undersigned, certify that I have received and read the guidelines and procedures of the Building Improvement Grant Program (BIG). I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed and provided the required attachments in accordance with this application.

Applicant Name (print or type)_____ Date_____

Applicant Signature_____

*****OFFICE USE ONLY*****

Date Received_____ **Lending Institution**_____

Application is ____**APPROVED** ____**DENIED** **Date**_____

BIG Committee Signatures_____

Comments_____

