



# Jeffersonville Main Street Inc. Storefront Improvement Program 2009 Grant Guidelines

## Purpose of the grant funds

Jeffersonville Main Street Inc. recognizes that the appearance of our commercial buildings in downtown Jeffersonville is a critical component in assuring that the downtown business district remains vibrant and inviting to customers, visitors, and investors. The Storefront Improvement Program will assist downtown business and property owners in making aesthetic improvements to their buildings, such as new signs, awnings, painting, etc. through grants. This program will help strengthen downtown businesses and promote economic development in downtown Jeffersonville, Indiana. This project is made possible through a grant from the Indiana Office of Community & Rural Affairs and Indiana Main Street. It is also made possible through the collaboration and/or funding of many people and organizations, including Jeffersonville Main Street Inc., Jeffersonville Urban Enterprise Association, and Historic Landmarks Foundation of Indiana.

## Application process

Before applying, interested property owners are encouraged to discuss their project via phone, email, or in person with members of the Jeffersonville Main Street Inc. (JMSI) Design Committee. Jeffersonville Main Street Inc.'s phone: 812-283-0301, email: [downtownjville@sbcglobal.net](mailto:downtownjville@sbcglobal.net).

## **Deadline: A completed grant application must be postmarked by April 16, 2009.**

The JMSI Design Committee will review the applications and make selections for funding by May 1, 2009. Each application will be evaluated on its own merits and how it fits into the goals of the Storefront Improvement Program.

## General criteria

- 1) Either property owners or business owners are eligible to apply for funding. The maximum amount that will be awarded per building is \$3000, and must be matched on a 1:1 basis. For example: if a property owner receives a \$1000 grant, then they must contribute at least \$1000 of their own money toward the project. **PLEASE NOTE** – Due to the limited availability of grant funds, all requests may not be fully funded.
- 2) Grants are limited to exterior preservation, restoration, or rehabilitation of retail/commercial business buildings located within the Old Jeffersonville National Register Historic District and/or the Urban Enterprise Zone. **The primary target area is bounded by 8th Street on the north, Meigs Avenue on the east, Riverside Drive on the south, and Mulberry Street/ Michigan Avenue on the west. Buildings outside the primary target area, but still located within the National Register District or Urban Enterprise Zone are eligible for grant funding but will score lower on the grant application.** All proposed work should comply with the *Secretary of the Interior's Standards for Rehabilitation*.
- 3) Repairs that are structural in nature are generally not eligible for grant funding, but will be evaluated on a case-by-case basis. Although projects involving signage, awnings, or painting will likely be the most typical projects for this grant, other exterior rehabilitation proposals may be eligible and will be reviewed.
- 4) Grant funding is NOT available for the purchase or rental of tools, machinery or equipment, or for the owner's time spent on work.

- 5) The application must thoroughly describe the project and should include relevant supplementary materials such as drawings (a hand-drawn sketch will suffice in many cases), specifications, photographs showing where work will be done, historic photos (if available), budgets and schedule of work to be performed.
- 6) The applicant shall comply with all zoning and permitting requirements of the City of Jeffersonville. If the property is located within the locally-designated Old Jeffersonville Historic District, the project will require review and approval by the Jeffersonville Historic Preservation Commission or its staff prior to the start of any work.

## **Funds**

**1) Grant funding is handled on a reimbursement basis. Funds will be disbursed only when receipts of completed work are submitted and approved by the JMSI Design Committee. Jeffersonville Main Street Inc. reserves the right to observe and monitor the project prior to payment.**

- 2) One hundred percent payment of the grant will be disbursed only when:
  - there is evidence that the project is completed and receipts for work are received and approved by the JMSI Design Committee
  - the work passes inspection by the City of Jeffersonville Building Inspection Department (where applicable)
  - any non-conforming work is modified as required by the Design Committee or the City of Jeffersonville Building Inspection Department
- 3) Grant funds must be used within six months from the date of the signed grant agreement, or the grant becomes void.

## **Required submittals**

- 1) A signed and completed grant application form with all attachments.
- 2) Proof of property ownership, such as a tax statement or copy of the deed. If application is submitted by someone other than the property owner, please submit documentation establishing permission to work on the property.
- 3) Description, plans, specifications (where applicable) of proposed work.

## **Miscellaneous**

Applicant acknowledges that Jeffersonville Main Street Inc. may seek recognition for its contribution to any grant-funded project, and agrees to post a provided 'Storefront Improvement Grant' sign/poster at the property for the duration of the project.

For an application form or further information, please contact:

Jay Ellis, Executive Director  
Jeffersonville Main Street Inc.  
Email: [downtownjville@sbcglobal.net](mailto:downtownjville@sbcglobal.net)  
812-283-0301  
[www.JeffMainStreet.org](http://www.JeffMainStreet.org)

*Jeffersonville Main Street Inc. is a 501 (c) (3) nonprofit organization dedicated to downtown revitalization.*