



Jeffersonville Main Street Inc. Storefront Improvement Program 2011 Grant Guidelines

Purpose of the grant funds

The appearance of the 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 matching grants. This program will help strengthen downtown businesses and promote economic development in downtown Jeffersonville. This project is made possible through a grant from the Jeffersonville Urban Enterprise Association. The Indiana Main Street Program helped launch the first round of this project with grant funding.

Application process

Deadline: A completed grant application must be postmarked by May 15, 2011.

The JMSI Design Committee will review the applications and make selections for funding. 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 \$10,000 and must be matched on a 1:1 basis. For example: if a property owner receives a \$10,000 grant, then they must contribute at least \$10,000 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. 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.
- 3) Grant funding is **NOT** available for the purchase or rental of tools, machinery or equipment, or for the owner's time spent on work.
- 4) All work should comply with the *Secretary of the Interior's Standards for Rehabilitation*.
- 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 by November 15, 2011 or the grant becomes void.

Required submittals

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

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 visit our website:

www.JeffMainStreet.org

Or call:

Jay Ellis, Executive Director

Jeffersonville Main Street Inc.

Email: downtownjville@sbcglobal.net

812-283-0301

Jeffersonville Main Street Inc. is a 501 (c) (3) nonprofit organization dedicated to downtown revitalization. Funding for this project has been provided by the Jeffersonville Urban Enterprise Association.

Primary target area for Storefront Improvement Program:

