



2023 Façade Improvement Matching Grant Program Packet & Application

P.O. Box 158
235 Main Street
Aurora, IN 47001
812-926-1777
Fax 812-926-0838
www.aurora.in.us

APPLICATIONS DUE: **FRIDAY, MARCH 24 BY 4:00PM**

MAXIMUM GRANT AMOUNT: **\$10,000**

I. EXECUTIVE SUMMARY

The City of Aurora recognizes general maintenance and upkeep of property as vital to the local economy. This program incentivizes projects which improve the streetscape façade in the city of Aurora. In 2016, the city created the Downtown Strategic Revitalization Project and the Façade Improvement Matching Grant (FIMG) program to stimulate reinvestment and to polish the appearance of the historic downtown. In 2020, after a few years of success and noticeable investment downtown, the City expanded the program to include and encourage investment in the residential, Westside Neighborhood, and further expanded the program expanded limits in 2021 to make all properties in the city limits eligible for the grant award. The 2021 revisions also permitted structural repairs as eligible improvements if the repair is needed to save a structure of cultural and historic significance.

The 2023 Façade Improvement Matching Grant Program will once again include the entire City and provide maximum grants up to \$10,000 and require a matching dollar- for- dollar expenditure.

Due to limited funds, not all applications are guaranteed to be awarded or may receive partial award. Grant awards will be based on how well the project meets the programs goals.

To be eligible, applicants must submit applications in their entirety (see section V of this document) by Friday, March 24th at 4:00 PM and the property must be compliant with all applicable codes and regulations. Applications and payment of fees are to be forwarded to Attn: Benny Turner, Aurora Clerk Treasurer, at Aurora City Hall, 235 Main Street, Room 210, Aurora, IN 47001.

If awarded, applicant will be required to obtain all applicable permits.

****Additional permit fees will apply. Permits are not required for an application to be considered but will be required prior to commencing work and prior to receiving award or awarded funds shall be forfeited.**

Applicable permits may include but shall not be limited to zoning permits, 812-537-8821, building permits 812-537-8822, and Certificates of Appropriateness or COA 812-926-0983. Applicants are encouraged to discuss project plans with the proper permitting authority prior to applying for this grant. **Changes to the project scope will require approval by the design review committee.*

II. FAÇADE IMPROVEMENT MATCHING GRANT PROGRAM GOALS & SCORING:

The FIMG Program is intended to encourage private investment in real property within the City and promote the City’s unique architecture and culture. Projects will be prioritized based on how the project impacts the greater community.

The Design Review Committee will review all applications for eligibility and provide each a score based on how well they meet the program goals and recommend final action to the Aurora City Council. The committee consists of the Mayor, City Manager, Main Street Director, Historic Preservation Commission (HPC) President and HPC consulting staff, Hillforest Director, and a city resident.

Applicants are required to submit a written report addressing the scoring criteria. Each eligible application will receive a total score out of 30 based on how the project addresses the following:

Project Impacts & Need (15 points possible)

<i>Score Type</i>	<i>Maximum Score</i>	<i>Descriptions</i>
Project Location / Visibility	5	How many people will the project impact on a regular basis (e.g. property at the end of a cul-de-sac v. on the corner of a busy intersection)? What does the property add to the streetscape from the Ohio River?
Structure / Architecture Significance	5	Does the structure capture an architectural period or hold a unique piece of the City’s history?
Need for Project	5	How much of an improvement will the project be relative to the structure’s existing conditions? Will the structure survive without the project?

Project Quality (15 points possible)

<i>Score Type</i>	<i>Maximum Score</i>	<i>Descriptions</i>
Visual Impact of Project	10	What quality of materials is used in the project? How will the project improve the visual appeal of the structure?

Conformance to Design Guidelines	5	How closely does the project follow the Aurora Preservation Commissions' Historic Preservation Standards?
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Project Incentives (5 points possible)

Commercial / Owner-Occupied Rehab Bonus	5	*Five (5) bonus points provided to existing commercial and owner-occupied structures.
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**Must provide proof of owner occupancy in the form of a copy of the property homestead exemption or another form deemed acceptable by the design review committee.*

III. MAXIMUM AWARD

Successful projects will receive an award of up to \$10,000 based on to the *lower* of:

- 50% of actual eligible project expenses,
- 50% of lowest quote (should applicant elect to work with a different contractor), or
- The maximum awarded amount.

IV. ELIGIBILITY REQUIREMENTS:

1. Applicant must be a resident of the City of Aurora.*
2. Applicant must be or must have written authorization from the property owner or be a legally contracted buyer.
3. Must be submitted with a complete application, see Section (V).
4. Project work must be an eligible activity, see Section (VI).

**. There are mechanisms in place to address conflicts of interest within the review committee*

V. APPLICATION:

The following items shall be required to submit a completed application:

- 1. Grant Application.** A completed application, attached on page 7.
- 2. Existing Conditions.** Photos of the property and general existing conditions along with a written narrative describing the conditions.
- 3. Project Description.** Project plans, including a written description of the proposed improvements, including materials, and other project specifications.

4. Quotes. Three (3) quotes for each proposed improvement within the total project scope by qualified contractors. If multiple specialty contractors are needed (Roofer, mason, etc.), at least three (3) quotes should be provided for each project component. ***If you are unable to obtain three (3) quotes, you must show proof of soliciting at least three (3) quotes.*

5. Application Fee. Processing fee of \$25.00. Contact the Clerk Treasurer's Office to arrange payment, 812-926-1777 ext. 2.

VI. ELIGIBLE ACTIVITIES:

Eligible projects must improve either the exterior aesthetic appeal of the neighborhood or show a great need for saving a significant structure and generally includes:

1. Facade Renovation & Repair
2. Repairing or replacing design elements (e.g., cornices, entrances, doors, windows, and decorative detail) which meet the City of Aurora historic design guidelines, contact Indiana Landmarks for details, 812-926-0983.
3. Masonry and Major structural repairs.
4. Signage and/or Awnings.
5. Roof repair or replacement within street level site range, Gutters, and Downspouts.
6. Other repairs that may improve the aesthetic quality of the building.
7. New construction of a primary structure (*if project includes demolition of an existing structure, the project will not be considered*).

Ineligible activities generally include improvements that do not improve the structure's exterior aesthetic appeal and generally include:

1. Interior improvements (including window display areas).
2. Sidewalks, driveways, parking lots.
3. The purchase of furnishings, equipment, or other personal property not part of the real estate.
4. Improvements that are already completed or in progress prior to notification of approval.
5. Additions to existing structures, whether attached or detached to the principal building, unless it can be proved that the addition was an original component of the structure.
6. Accessory structures, such as garages and sheds.

7. Funds used to pay off existing mortgage, lease or rental fees, association fees, executive or administrative salaries, employee payroll, or permit fees.

VII. GRANT AWARD AND PAYMENTS:

Grants awards will be announced at the April 10, 2023 City Council Meeting. A letter of acceptance must be signed and returned by noon on Friday, April 21st, 2023 or forfeit grant. Grantees who accept the award and conditions will receive an award packet no later than Friday, April 28th, 2023. The award packet will include the following:

- An award letter indicating your responsibilities to the program
- A checklist detailing the items required to be submitted to receive your award payment
- A manila folder to retain all the required documentation

Awarded funds must be properly requested by Friday, August 18th, 2023 or award will be forfeited. Extensions “*may*” be granted by the Design Committee for unforeseen circumstances at no fault of the applicant. Request for extensions must be submitted in writing to the City Manager no later than August 11th, 2023.

Disbursement for grant payment will be made to the applicant upon completion of the project and submission of required documentation in the award packet provided. The required documentation will include:

- Copy of your application (provided)
- Copy of Certificate of Appropriateness, if required (provided)
- Copies of any Permits
- Copies of all invoices
- Copies of proof of payment: These may include copies of cleared checks or proof of Automatic Clearing House (ACH) payments
- Before and After Pictures of the project

Once the packet has been returned with the accompanying documentation, payment will be issued through normal Accounts Payable workflow (please allow 3-5 weeks for approval and processing).

Disclaimer:

Grant funds must be returned if the property is not maintained in accordance with City of Aurora Code.

Real property on which a residential dwelling was built prior to 1978, may present exposure to lead from lead-based paint. Grantee(s) is advised that young children are at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant

women. Grantee(s) should exercise due diligence to identify lead-based paint hazards from risk assessments or inspections and employ Lead-Safe Certified Contractors, if necessary. A current copy of Contractors Lead Based Paint Abatement Training Certification may be requested by the City of Aurora as a condition of grant funds.

Grantee(s) shall be responsible in determining whether lead-based paint hazards are present on his/her property. Grantees and/or privately-hired contractors performing work on property where lead-based paint is present shall hold the City of Aurora harmless for any failure to identify hazards and appropriately address the removal of said hazards.

For more information about our Facade Improvement Matching Grant Program or to submit a complete application, please contact: City of Aurora City Manager, PO Box 158, Aurora, IN 47001 Email: jwismann@aurora.in.us



**FAÇADE IMPROVEMENT MATCHING GRANT
PROGRAM APPLICATION 2023**

Applicant / Co-applicant Name: _____

Owner of Property: _____

Owner of Property Signature: _____

Property Site Address: _____

Applicant Mailing Address: _____

Contact Phone: _____ Email: _____

Existing Conditions. Provide photos of the building and of existing conditions and a brief written description of current conditions (*Provide additional page(s) if needed*).

Project Description. Written description of proposed improvements, including materials, plans and specification of proposed work (*Provide additional page(s) if needed*).

Amount Requested: _____ **Total Cost of Project:** _____

My signature below verifies I do not owe the City of Aurora for any local property taxes or utility bills.

I hereby submit the attached plans and specification for the proposed project. I understand that no work shall begin until all applicable permits and certificates have been obtained. I further understand that the project must be completed within a timeframe deemed reasonable by the Review Design Committee. The full grant sum will not be paid until the project is complete and all applicable documents outlined in this program have been submitted. I affirm that the information provided in my application is true and accurate and agree to leave the complete project in its approved design for a period of five (5) years from the date of completion. Those who fail to meet the terms of this program will be required to return grant monies.

Signature _____ Date _____