



Facade Grant Application

Applicant: _____ Owner Tenant

Property Address: _____

Owner Authorization (if not applicant): _____

Is the property occupied? Yes _____ No _____

Business Name: _____

Email: _____

Daytime Phone: _____ Business Phone: _____

Property Owner Name: _____

Property Owner Phone: _____ Email: _____

Present Use of Building: Retail Office Service Mixed-Use Other

Have you secured all financial resources necessary for this renovation project including the matching grant funds that will be reimbursed to you? Yes _____ No _____

Contractor/Architect: _____

Estimated Project Start Date: ____/____/____

Estimated Project End Date: ____/____/____

Estimated Total Project Cost: \$ _____

Reimbursement Funds Requested: \$ _____

On a separate sheet of paper, please give a detailed explanation of the scope of work that you propose performing. Give as much detailed information as you have, including drawings and photos. Bids and/or quotes are required and must also be included.

By executing this application, I agree to be bound by the rules, regulations, resolutions, and conditions imposed by the Downtown Development Authority of the City of Tifton (the "DDA"). Without limitation, the DDA may, at its sole discretion, deny funding of any application or project. I understand that the requested grant, if approved, will be made in consideration of my carrying out the Project described above so as to revitalize and redevelop the central business district of the City of Tifton (the "City"). I further understand that any variance in the project submitted will cause my application to be rejected without consideration for reimbursement.

I hereby agree to these provisions.

Signature: _____ Date: _____

Please submit applications to: Tifton Downtown Development Authority
504 South Main Street
Tifton, Georgia 31794
229-391-3966

For DDA office staff purpose only:

Date Approved: _____

Completion Date: _____

MAJOR or MINOR Improvements Project: _____

DDA Review of Project Completion Date: _____

Signature of Director: _____

City of Tifton Building/Construction permit obtained: _____

Date: _____

Project approved by Historical Preservation Committee: _____

Date: _____

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF TIFTON

Façade Grant Program

The Downtown Development Authority of The City of Tifton and the Tifton Main Street Program exist to promote sustainable economic development within the historic central business district of Tifton, Georgia (the "City"). In consideration of qualified economic development projects that commit to investing significant capital in physical improvements to existing buildings and that create or retain jobs in the Main Street district and to revitalize and redevelop the central business district of the City, the DDA is prepared to provide monetary incentives to offset a portion of the cost of exterior building façade renovations including the rear façade.

Grant funding will be allocated to building rehabilitation/ renovation projects in the form of a 50/50 matching grant to business and property owners with a maximum grant funding request not to exceed \$5,000. For example, if an applicant is approved for the program and undertakes \$3,000 of improvements, the amount of assistance made available would be for \$1,500. If they undertake \$11,000 in improvements, the maximum amount of assistance would be \$5,000. Applicants must propose a project in an amount not lower than \$1,000 per project.

Eligibility

1. The property must be within the Downtown Development Authority's boundaries.
2. Buildings must be at least 50-years-old.
3. Applicants must not be delinquent on payments of any the local taxes, fees, or fines at the time of application.
4. Priority will be given to front facade renovations designed to increase pedestrian activity and the use of traditional downtown storefronts.
5. Grant funds are made available for eligible improvements to business facades that are easily visible and in public right-of-ways, such as those that face a public street or a public parking area.
6. Eligible participants include, but are not limited to: commercial and mixed-use property owners and business owners. Single family homes are not eligible to participate in this program.
7. No grants will be awarded for work that has already been done or for work that is covered by insurance.
8. Proposed work must be in compliance with all applicable local zoning, life safety, building codes, and Tifton Historical Preservation ordinances.

9. Eligible work includes:

- Exterior painting – colors must be approved by the DDA Design Committee
- Exterior lighting and lighting fixtures
- Canopies and awnings – colors must be approved by the DDA Design Committee
- Masonry cleaning (only by the gentlest means possible)
- Exterior walls/materials – replacement/uncovering of architectural features
- Structural stabilization – replacement of non-historic storefronts/buildings (demolition)
- Only signs with historical significance wanting to be restored will be considered.
- Window and door replacements that, in the judgments of the authority, are of historical significance. This excludes windows and doors which need to be replaced due to failure to conduct routine maintenance.

Ineligible work includes but is not limited to:

- Improvements in progress or completed prior to preliminary approval
- Routine maintenance that is not part of an eligible façade improvement project
- Billboards and Multiple Message Signs (LED Signage)
- Roofing
- Mechanicals and HVAC systems
- Interior work
- New construction
- Pylon, temporary, or roof signs
- Interior window displays
- Security systems (including metal roll down gates)
- Trash and mechanical enclosures
- Fencing or landscaping
- Parking areas or bike parking
- Tinting or any mechanism that inhibits visibility through windows
- Improvement to a building interior or side not visible from the main street
- Any other project not deemed eligible by the DDA Design Committee

10. Grant requests must be made via forms provided by the DDA at least two weeks prior to the next regular monthly scheduled DDA meeting, at which time applicants must present the project in person. Building tenants must have the property owner's written permission to apply.

11. Projects are reviewed on a first-come, first-serve basis. Funding levels for this program are determined by the DDA from time to time in its sole discretion. Once funding is exhausted, applicants must wait until the next fiscal year, unless the DDA elects to allocate additional funds to the program.

12. To be eligible work may not begin until designs are approved by the DDA Board and the requirements of all ordinances of the City of Tifton relative to construction and renovation have been met.

13. Projects are reviewed on a first-come, first-serve basis. Funding levels for this program are determined by the DDA from time to time in its sole discretion. Once funding is exhausted, applicants must wait until the next fiscal year, unless the DDA elects to allocate additional funds to the program.

14. The grant request is subject to denial if all applicable procedures are not followed.

15. Grant is void if approved work is not completed within three months of approval by the DDA. If a given grant project has not been completed within three months of date of approval, grant applicant shall be permitted to apply for an extension of time. Additional 90-day extensions may be granted upon application, at the discretion of the DDA. Any changes in the approved work must be reapproved by the DDA Design Committee.

Procedures

The following procedures must be followed to receive DDA façade grant funds:

- Approval of a façade grant does not constitute nor imply that the City has approved any building or construction permit.
- The project must be completed according to the design submitted (including materials, colors, awnings, etc.) and in accordance with all applicable Building Permit requirements, Historical Preservation Commission requirements, and all other requirements of the City of Tifton.
- All expenditures must be documented. Upon project completion, invoices and cancelled checks relative to façade improvements together with a copy of building permit (if needed) and a digital photo of completed projects shall be submitted to the DDA.
- Once the approved project has been completed and meets compliance with these requirements, the applicant must submit copies of cost documentation (invoices, etc.) along with copies of all cleared checks to the Tifton DDA for reimbursement. Reimbursement will be made to applicant within 30 days of receipt of project payment documents.