

PCDC EXTERIOR IMPACT GRANT

GUIDELINES & APPLICATION

THIS PROGRAM PROVIDES TARGETED GRANTS FOR BUSINESS IMPROVEMENTS THAT WILL MEANINGFULLY CONTRIBUTE TO MAKING POSITIVE FIRST IMPRESSIONS IN PHELPS COUNTY COMMUNITIES.

- A. Up to \$1,000 matching grant to improve exterior appearance and branding of buildings.
- B. Limited funds are available and may be applied to projects that are impactful within corporate boundaries of any municipality, or in other strategically important locations at the staff's discretion.
- C. Grants are for materials and professionally performed labor.

Examples of Grant Use:	Grant does not include:
-Windows (boarded or replaced)	-Landscaping
-Doors and/or entrance modifications	-Sidewalks
-Paint	
-Masonry	
-Awnings and signs	
-Lighting or illumination	

- D. Designs and/or architectural plans will be reviewed by PCDC staff.
- E. Review and approval timeframes may take one to three weeks after submission.
- F. Work may not begin until the application is approved by staff.
- G. Projects are awarded based on aesthetic impact to the community's first impression on a visitor and residents.
- H. An approved project must be completed according to the original design. Changes must be approved in advance by the PCDC staff.
- I. Projects must be substantially completed within 6 months of grant approval.
- J. If the anticipated completion date changes at any time during the project, PCDC staff must approve an extension.
- K. Project progress may be reviewed by PCDC staff at any time.
- L. Applications must include all requested information detailed in the application form to be considered. Applicants should describe other work or phases of improvements that are envisioned for the same property even if not covered by the grant.
- M. The PCDC staff will have the authority to approve projects that have innovative or materially different solutions than stated in the guidelines provided the project delivers substantial visual enhancements.
- N. If the applicant is a tenant, authorized representatives of the building owner and the tenant must both sign the application.



PCDC EXTERIOR IMPACT GRANT APPLICATION

APPLICANT: _____

PHONE: _____ EMAIL: _____

PROPERTY OWNER: _____

MAILING ADDRESS: _____

PROJECT ADDRESS: _____

PROJECT LEGAL DESCRIPTION: _____

EXISTING EXTERIOR CONDITION TO BE REMEDIED: _____

DESCRIBE PROPOSED IMPROVEMENTS (use attachments if necessary): _____

START DATE: _____ COMPLETION DATE: _____

CURRENT BUILDING USE: _____

BUSINESS(ES) THAT WILL BENEFIT FROM IMPROVEMENTS: _____

TOTAL PROJECT COST: _____ GRANT AMOUNT REQUESTED: _____

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REQUIRED DOCUMENTATION:

1. Completed Application
2. Project Summary Including Other Work To Be Performed Not Funded By The Grant
3. Estimates of Project Costs For Both Grant Funded Work and Non-Grant Funded Work
4. Sketches, Photos or Schematics of the Proposed Project
5. Photos of the Buildings Current Condition
6. Provide Historic Photos of the Building if Applicable to Proposed Improvements



I hereby submit the attached plans for the proposed project and understand that these must be approved by the PCDC staff before any work begins.

I further understand that I am accountable to complete this project as proposed by the estimated completion date.

By signing the application, Applicant gives PCDC permission to use before and after pictures of the improvements for any marketing purposes.

Authorized Project Representative

Date

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TO BE COMPLETED BY PCDC STAFF

APPROVE / DISAPPROVE

DATE: _____

PCDC REPRESENTATIVE: _____

NOTES AND FOLLOW UP INFO:

