



Hometown Warrenton, Inc. *A Main Street Program*

46 S. Norwood St / PO Box 27

Warrenton, GA 30828

706.465.9604 | (fax) 706.465.1789

Info@HometownWarrenton.org

HometownWarrenton.org

Hometown Warrenton, Inc. Façade Grant

Dear Property & Business Owner,

On behalf of Hometown Warrenton, Inc., we are pleased to offer the updated Downtown Façade Grant Program. The goal of this grant program is to supply a financial incentive to downtown property/business owners to improve and renovate the exterior of historic properties.

The program generally aims to utilize matching grants of up to \$1,500 to stimulate \$3,000 or more in private investment, resulting in a minimum \$3,000 community investment in the historic and vital downtown.

Any area of the City of Warrenton is eligible to apply for matching funds for approved renovation projects. Applications will be reviewed by the Main Street Board of Directors within 6 weeks of receiving your application. Please note applications will generally be processed in the order in which they are received and that funds for this program are limited. After reviewing the enclosed Rules & Regulations and the Application form, please contact our office for further information, if needed, at 706.465.9604.

We hope that you will take full advantage of the opportunity this program presents. As your community continues its revitalization efforts, we know that downtown will flourish as the center for Warrenton business and government, to delight both citizens and tourist.

Sincerely,

Jeffrey D. Fowler

Executive Director

Hometown Warrenton, Inc.

ALL APPLICATIONS MUST BE SUBMITTED ONLINE.

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1. Purpose & Overview

Hometown Warrenton, Inc. Façade Grant Program is intended to stimulate investment in the revitalization and preservation of building exteriors in Warrenton' historic downtown area, the heart of the Warrenton Historic District and a source of pride for our community. Matching funds are made available for eligible improvements to business facades that are easily visible and in public rights-of-way, such as those that face a public street or a parking area. Improvements must preserve the individual character of each building with its unique features, historic appearance, and significance, as well as contribute and impact to the appeal of the downtown area. Note that all such improvements must meet the historic design standards if located within the Historic District.

The Façade Grant Program is funded by Hometown Warrenton, Inc. & the Downtown Development Authority and administered by the Hometown Warrenton, Inc. Board of Directors. The Hometown Warrenton, Inc. Board of Directors will determine the amount of matching funds based on the proposed façade change, grant funds available, and the number of requests under consideration.

2. Façade Grant Eligibility Criteria

- Eligible projects must be in the City of Warrenton. Projects located in the Downtown Historic District are always given priority.
- Eligible participants include commercial and mixed-use property owners and business owners. If the property is leased, the property owner must consent to the proposed project. This consent may be provided in the form of an owner consent letter, or the property owner may co-sign the grant application.
- Priority will be given to buildings that are historic, architecturally significant and/or visually prominent, and to buildings with inappropriately applied facades that are unsightly or in need of repair.
- To qualify for a façade grant, projects must result in improvements that:
 - Are appropriate for the building and consistent with its current business use;
 - Preserve the architectural integrity and restore, if possible, the original building façade; and
 - Positively contribute to the appearance and vitality of Downtown Warrenton.
- Eligible projects must:
 - Be in harmony with preservation guidelines outlined in the U.S. Secretary of the Interior's Standards for Rehabilitation found in its entirety at <http://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm>
 - Be in accordance with all government rules, regulations, and laws, including but not limited to the City of Warrenton ordinances and building codes, and if applicable, the Hometown

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Warrenton Standards set by the U.S. Secretary of the Interior's Standards for Rehabilitation. Approval from the Board of Directors must be given for anything outside the U.S. Secretary of the Interior's Standards for Rehabilitation.

3. Guidelines for Façade Improvements

- Because Warrenton is a Georgia Main Street Community, we have access to wonderful and inexpensive local design services that can be included in your façade grant proposal. Please contact Jeffrey Fowler for more information on design services.
- Potentially eligible work is limited to exterior improvements only – business facades that are easily visible to the public, such as those that face a public street or parking area.
- **From minor improvements to full-scale restoration, a wide range of investment proposals will be considered, including:**
 - *Design plans*
 - *Exterior walls/materials*
 - *Exterior painting*
 - *Exterior door & window repair/replacement and treatments*
 - *Gutters and downspouts*
 - *Decorative exterior architectural features*
 - *Replacement/uncovering of architectural features*
 - *Replacement of non-historical storefronts/buildings (demolition)*
 - *Restoration of original and/or historic facade*
 - *Structural stabilization*
 - *Masonry cleaning (by gentlest means possible)*
 - *Signs*
 - *Canopies and awnings*
- **INELIGIBLE WORK includes but is not limited to:**
 - Roofs
 - "Yard" improvements (vegetation and/or pavement)
 - Interior improvements of any kind
 - Personal property/equipment
 - General maintenance (except painting)
 - Interior window/door treatments
 - Security systems
- Inappropriate chemical cleaners and sand blasting are strictly forbidden for surface cleaning of structures, due to possible damage of aged building components.

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- Participants assume full responsibility for all aspects of the project, any relationships with contractors and suppliers, and securing all necessary municipal approvals.
- Applicants agree to maintain the approved improvements in good condition for a period of at least three (3) years, making repairs as necessary, or risk repayment of grant funds to Hometown Warrenton, Inc. This is at the Hometown Warrenton, Inc.'s discretion, and will not be enforceable if the property changes owners.

4. Applications Guidelines

The attached application form is to be submitted in-person at the Depot Welcome Center. You must contact the Hometown Warrenton, Inc. office for the form to be sent to you or to pick one up. For assistance and more information, please contact Jeffrey Fowler at 706.465.9604. Applications will be reviewed by the Hometown Warrenton, Inc. Board of Directors within six weeks of receipt and in the order received. Only complete applications will be reviewed. A complete application includes the attached form and all supporting materials as specified in the instructions. Incomplete application packets will be returned to the sender within two weeks if all materials are not submitted.

5. APPLICATION REVIEW

The Hometown Warrenton, Inc. Board of Directors shall:

- Review each application packet for completeness;
- Make a determination regarding eligibility;
- Classify the project as either a minor or major improvement to set the timeline for completion;
- and Provide an approval for the project or deny the project.

Each application packet will be judged on the following standards for review:

- Priority will be given to buildings that are historic, architecturally significant and/or visually prominent, and to buildings with inappropriately applied facades that are unsightly and in need of repair;
- Extent to which the project advances the goals of improving building appearance;
- Extent to which the project is compatible with the Historic Preservation Committee's design standards and/or the characteristics of the downtown area;
- Extent of the project's impact upon the Downtown Athens streetscape and pedestrian atmosphere;
- Historical/architectural significance of the building;
- Original condition of the building and the need for the changes of the proposed project;
- Extent to which the original building is preserved;
- Removal of historically inappropriate alterations;
- Prominence of the building;
- Quality of the work proposed;
- Level of match participation of the applicant;

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- Range of projects completed and proposed as part of the Downtown Façade Grant program;
- Any other relevant factors deemed by the FGC to be applicable.

The applicant is not required to attend the meeting in which his or her application is considered. The majority of the Board of Directors will recommend approval of, deny, or table each complete application. Not later than two weeks after the Board of Directors meeting date, the applicant will receive a confirmation letter indicating the grant award decision, or in some cases, a request for additional information. In the instance of a decision to deny or table an application, the letter will indicate the Board's reason for doing so. The Board of Directors reserves the right to table, deny, or request modifications in any or all application packets, in whole or in part, and to negotiate changes in the proposed project. In the case of denial by the Board of Directors, the applicant can address the issues identified by the board and re-apply for a grant.

6. GRANT AWARDS

Approved projects will be reimbursed at **up to fifty percent (50%)** of the approved project's total cost. The award will not exceed the Façade Grant Program maximum grant of two thousand dollars (\$2,000).

Please note: If work is started on the applicant's project before the decision to make a grant award, the Board of Directors may decide to only fund the remainder of the project, this clause is at the discretion of the Board of Directors.

The Hometown Warrenton Board of Directors reserves the right to recommend funds as it deems best to achieve its purposes and at its sole discretion. For example, the Board of Directors can grant funds in amounts as it deems appropriate to encourage the projects it deems most beneficial. Many factors are considered, such as the Board of Directors budget, number of applicants, financial considerations, applicant match, mixture of proposed projects, and the extent to which projects fulfill the goals and standards for eligible projects as set forth above.

7. PROJECT COMPLETION

The Board of Directors shall classify each proposed project as either a minor or major improvement based of the project type and scope.

- Minor improvements include projects such as painting, re-pointing brick, and replacing non-conforming doors and windows.
- Major improvements would include projects costing above \$3,000 such as a complete restoration of a building façade.

Minor improvements must be started within thirty (30) days of receipt of the confirmation letter and completed within ninety (90) days of said receipt, or **re-application will be required**. Major improvements must be started within ninety (90) days of receiving the confirmation letter and completed within twelve (12) months of said receipt, or **re-application will be required**. To qualify for reimbursement, all work must be complete and in conformance with the approved plans.

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8. REIMBURSEMENT

After project completion, the applicant is reimbursed with awarded grant funds upon:

- Satisfactory completion of the project with conformance to approved plans;
- Receipt of a reimbursement request plus all receipts and proof of payment;
- Compliance with all applicable municipal rules, laws, ordinances, and regulations;
- Reaffirmation of applicant's commitment to maintain project improvements for a period of at least 3 years.

All reimbursement requests are to be submitted to Hometown Warrenton, Inc., c/o Jeffrey Fowler, 46 South Norwood Street, Warrenton, GA 30828. The Hometown Warrenton, Inc. Board of Directors reserves the right to increase or decrease a grant award in accordance with receipt of actual expenditures.

9. CHECKLIST

- Fully complete and signed application
- Property owner signature or consent letter (if leased)*
- Photographs of existing façade condition
- Complete and itemized project description with plans drawn approximately to scale. (Note: A detailed sketch of the façade with improvements made is recommended.)
- Color samples if painting is planned
- Budget estimate and quotes*

*These items may be submitted separately; however, these items **MUST** be submitted within two weeks of turning in the application. Applications without all of the checklist items after two weeks will be considered incomplete and will be returned.

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10. AUTHORIZATION

I, _____ do hereby make application to Hometown Warrenton, Inc. for a Façade Grant for the below project. I verify that the information in this application and its attachments is valid and correct. I verify that I have reviewed and understand the rules and regulations set forth in the Façade Grant Program, and I agree to be bound by the same.

I understand any changes in the approved project must be re-approved or I could forfeit funding for the project herein. I agree to maintain the improvements in place and in good order for at least 3 years, making repairs as necessary, or risk repayment of the grant funds to Hometown Warrenton, Inc.

I understand that the receipt by Hometown Warrenton, Inc. of my application does not obligate the Board of Directors in any way, indicate any funds are available, or that my application will be approved. I understand that furnishing false or misleading information can lead to denial of my application and / or bar me from receipt of any funds.

Signature of Applicant

Date

Signature of Owner

Date

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Hometown Warrenton, Inc. Façade Grant Application

Date of Application Submission:									
Building Address:									
Building Owner:									
Owner's Mailing Address:									
Owner's Phone Number:				Building Occupied?		Yes		No	
If yes, current business or residents									
Business Operator									
Business/Resident's Mailing Address & Phone # (if different from owner)									
<p>Description of project for which you are requesting a matching façade grant? <i>(Be as detailed as possible and indicate which street the façade faces)</i></p>									
<p>Cost Breakdown</p>									
Total Cost of Project:									
Owner's Contribution	+	HWI Grant	=	Total Cost of Project:					
	+		=						
<p><i>The Total Cost of Project should both match in each cell. HWI Grant should not be more than half the project.</i></p>									
Projected date to begin project:									
Projected completion date:									

MAIL COMPLETED APPLICATION TO:

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Project Analysis				
<i>Please only circle one item per question.</i>				
Location of Building:	Main Street	Legion Drive	Side Street of Main or Legion	Other Street
Years of Building Occupancy:	10 +	9 - 5	4 - 2	1 <
Member of Warren County Chamber of Commerce: <i>(Businesses, Owner or Resident)</i>	Yes		No	
Is this building located in the National Historic District:	Yes		No	
Interested in Federal or State Tax Incentives for Projects benefiting building listed on the National Register for Historic Places:	Yes		No	
Interested in State Grants: Georgia Heritage or Historic Preservation Fund	Yes		No	
Interested in learning more about the Rural Zone Tax Credit program	Yes		No	
Number of Quotes provided for Project:	3+	2	1	0
Will the Project replace items not Historically accurate currently on Building?	Yes		No	
Project will maintain Historical Significance of Building:	Yes		No	
Does the proposed improvements consistent with surrounding buildings in the area?	Yes		No	
Length of Project from Date of Application Submittal:	>2yr	1yr	6m	3m>

Owner of Building Signature: _____

Owner of Business or Building Resident Signature: _____

Office Use Only

Date Received:		Date Presented to BOD:		Date Funding Approved:	
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