



**DOWNTOWN FAÇADE IMPROVEMENT PROGRAM  
GRANT APPLICATION**

**Date Submitted:** \_\_\_\_\_

**Total Project Cost [Minus Sales Tax]:** \_\_\_\_\_

**Amount of Grant Requested \$** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Address of Property To Be Improved:** \_\_\_\_\_

**Applicant Mailing Address:** \_\_\_\_\_

**Applicant Phone Number(s):** \_\_\_\_\_

**Applicant Email Address:** \_\_\_\_\_

**Business Owner Name(s):** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Business Website:** \_\_\_\_\_

**Business is a (check one):**  Corporation  Partnership  Sole Proprietorship  Other

**Applicant and Property Owner income and property taxes are current (check one):**  
 Yes  No

**Applicant's interest is (check one):**  Owner  Renter of the property to be improved.

**If Applicant is Renter:**

Property Owner Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Property Owner Phone: \_\_\_\_\_

Property Owner E-mail Address: \_\_\_\_\_

Date current lease term expires: \_\_\_\_\_

Applicant is in compliance with current lease:  Yes  No (Attach Explanation)

**Building Dimensions:**

Frontage: \_\_\_\_\_  
Depth: \_\_\_\_\_  
Height: \_\_\_\_\_  
Number of Floors: \_\_\_\_\_

**Improvements for which grant funds are requested (check all that apply):**

- Exterior Signage
- Restoration of Architectural Details
- Accessible Entrance
- Exterior Lighting
- Storefront Windows
- Exterior Paneling/Siding
- Add Architectural Details
- Exterior Painting
- Storefront Door
- Awning/Canopy
- Other

**In separate attachment(s), provide ALL of the following to be considered a complete application [or provide a written explanation as to why they cannot be provided at this time]:**

1. Detailed description of the improvement(s) for which grant funds are requested.
2. Detailed description of the property, including the history of the property, original construction date, any major remodels, previous uses, current use, whether the property is a designated historic site.
3. Photos, historical and current.
4. Any documentation of historical designation.
5. **Description of public purpose or benefit to result from the proposed improvement. This is the *principal and primary factor* in evaluating use of MDC funds. The primary benefit derived from the project must be to the public and not the private applicant. *The Applicant is responsible to provide a sufficient explanation in their application of how their project primarily benefits the public.***
6. Any available plans, elevations, sketches, dimensional drawings, architectural renderings, architectural and/or engineering drawings and dimensions of the proposed improvements.
7. Project budget, cost estimate(s) for each improvement and project financing plan.
8. Name and contact information of proposed contractor, architect, etc.
9. Proposed project schedule, including start date and completion date.

**Certification:**

I, \_\_\_\_\_, hereby certify that:

1. I currently have sufficient funds or financing available to fully complete the façade improvement project for which I am requesting partial funding.
2. I understand that the use of Meridian Development Corporation (MDC) funds for this proposed project requires strict adherence to the specific restrictions and regulations pertaining to such funds. If selected for funding, I agree to comply in all respects with any and all applicable local, state and federal laws and regulations applicable to receipt and use of those funds and to the terms and conditions of any Participation Agreement between MDC and the Applicant.
3. I understand that if this proposed project is approved for partial cost reimbursement with MDC funds, I will be required to enter into a separate written Participation Agreement with MDC establishing the specific terms and conditions of using these funds for façade improvements as approved by MDC. Any approval an Application is contingent upon execution of the Participation Agreement by the Applicant and Property Owner and MDC.
4. I understand that all work requested for reimbursement must be approved *before* the actual work requested for reimbursement is started and completed.
5. I understand that all MDC-funded improvements must stay with the property unless approved, in writing, by MDC prior to removal.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Name (Print):** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Property Owner Name (Print):** \_\_\_\_\_

If you have any questions regarding this application or to schedule a meeting to discuss this program, please contact MDC Administrator Ashley Squyres at 208-477-1632.

**Please return all completed application materials by mail to:**

Meridian Development Corporation  
104 East Fairview Avenue, #239  
Meridian, Idaho 83642

**Or**

**By email to:** meridiandevlopmentcorp@gmail.com

## **FAÇADE IMPROVEMENT PROGRAM GRANT REQUIREMENTS**

The Meridian Development Corporation envisions a restored and revitalized downtown with vibrant, profitable businesses in a fun and exciting place for people to shop, do business and enjoy themselves. To improve and maintain the historic character of buildings and create a visual sense of place in downtown Meridian, property owners or business applicants may apply for grant funds to partially reimburse certain projects as described below. MDC is not required to approve any application or any amount. MDC, in its sole discretion, evaluates the applications in light of its goals, priorities, objectives and available funds.

### **1. Grant Program Specifics**

In Fiscal Year 2019, beginning on October 01, 2018 and ending September 30, 2019, MDC has allocated \$90,000 in general fund dollars toward this façade improvement program. While all properties in the urban renewal district boundary will be accepted and considered for this program, those properties that have been targeted for FY2019 are those bounded by Pine Street to the north; Second Street to the east; Meridian Road to the west and Broadway Avenue to the south.

MDC's goal is to fund multiple projects. Funding available under this program may be used for project design and actual construction costs to complete the façade improvement identified within the submitted application. If MDC, in its sole discretion, determines that the specific scope of the façade improvement project proposed provides more than an ancillary benefit to the private applicant, or, despite some public benefit, that its primary purpose is for private benefit, then MDC may deny an application in whole or in part.

### **2. Eligible Applicants**

Building owners or their representatives are the eligible, as well as business tenants with the written approval of the building owner.

### **3. Façade Improvement Eligibility Requirements**

- A. Proposed improvements to the building exterior, visible from or fronting on a public street or alley may be eligible for this funding.
- B. Eligible project costs include, but are not necessarily limited to: architectural and/or engineering services, the building façade from the grade up, including structural modifications, windows, casements, doors and doorways, canopy, awnings, signs, design details, fire escapes, power, drains, curtain wall assemblies, parapets, cornices, moldings, tiles and other design details, coatings and sealants, etc. *Please note, it is up to each individual applicant to describe how the requested project improvements meet the public purpose evaluation criteria.*
- C. Property owners must be up-to-date on all taxes prior to participation in the program.
- D. Applicant must comply with all federal, state, and local laws and regulations pertaining to licensing, permits, building codes, zoning requirements, and receipt and use of these funds.

Applicant shall be responsible for identifying and complying with all such requirements, including any cost or consequence to Applicant of compliance with such requirements prior to participation in this program.

- E. The obligation to obtain all necessary governmental permits and approvals shall at all times remain the sole responsibility of the Applicant.

#### **4. General Criteria for Selection of Projects**

- A. Buildings located within the Meridian Development Corporation's Urban Renewal Area are eligible for these programs. *Please note: Meridian Development Corporation will focus on a specific area annually. Proposals for projects that are within this annually designated focus area will be given more favorable consideration in the evaluation process.*
- B. Projects must be designed following and must be compliant with all Meridian City Code requirements in all respects, including, where applicable, current Meridian Downtown Design Guidelines. The street level should be pedestrian friendly with abundant windows, inviting entrances and with awnings or canopies sheltering the sidewalk. Projects may uncover, retain or preserve the original design for store-fronts, windows, and entrances. Design for individual buildings should not ignore the surrounding structures and should seek to install or preserve elements that link buildings together with a block and across the street, such as height, cornices, window patterns or materials.
- C. Energy conservation should be considered when modifying or replacing windows and doors.
- D. Prior to the execution of a Participation Agreement and funding of a proposed façade improvement project, the application may be sent by MDC for preliminary review comment, or approval to the following agencies: the Idaho State Historic Preservation Office, the City of Meridian Historic Preservation Commission, or the City of Meridian Planning and Zoning and/or Community Development Department. The obligation to obtain all necessary governmental permits and approvals shall at all times remain the sole responsibility of the Applicant.

#### **5. MDC Requirements and Discretion**

- A. The Participation Agreement with a selected Applicant will contain terms and provisions requiring that the Applicant comply with the applicable goals, policies and objectives of MDC as contained in MDC's Urban Renewal Plan.
- B. Whether to approve a specific application and the amount funds approved for a particular project is within the complete discretion of MDC. In accordance with the goals and objectives of MDC and the factors described at the end of this paragraph, MDC may deny an application in whole or in part, approve something less than the amount requested or establish caps or limitations on the amount of funds that may be approved per application or type of application. If MDC finds a project eligible and the improvements requested for reimbursement acceptable, MDC will typically attempt to reimburse the Applicant for up to fifty percent (50%) of the total cost (less sales tax) of the acceptable improvements. However, the Board may adopt a lower percentage based on various factors which include, but are not limited to, available funding, the number of applications received,

the strength of the application and MDC's goals, priorities and policies in a particular fiscal year.

## FAÇADE IMPROVEMENT EVALUATION CRITERIA

All applicants will be scored on the criteria listed below. A minimum score of 70% is required to be eligible for funding.

<b>EVALUATION CRITERIA</b>	<b>GENERAL FUNDS [% of Total Score]</b>
Historical Structure	5%
Public Benefit	55%
Cost to Benefit	10%
Eradication of Slum and Blight	25%
Individual applicant vs. joint applicants	5%
<b>Total</b>	<b>100%</b>