



**JACKSONVILLE**  
MAIN STREET

## DISTRICT FAÇADE IMPROVEMENT GRANT


### *What is this about?*

The Jacksonville Main Street District Façade Improvement Grant Program is designed to assist property owners trying to enhance the appearance of their property. These funds have been saved from fundraising efforts by the nonprofit organization over the years and are administered and approved by the Jacksonville Main Street (JMS) Design Committee. Eligible building owners can receive up to \$5,000 in grant money for an individual façade on a matching 30/70 program (grant money/property owner). Total funding for the program is \$25,000. Applications will be accepted, and grants will be dispersed once a year.

### *Questions?*

For more information, please contact the Jacksonville Main Street Design Committee:

 [info@jacksonvillemainstreet.org](mailto:info@jacksonvillemainstreet.org)





 217-245-6884

**ADMINISTERED AND FUNDED BY  
JACKSONVILLE MAIN STREET**



# Are you Eligible?

In order for applicants to have expenses reimbursed at the end of the renovation process, the owner of a commercially zoned property must:

-  Own a building in the Jacksonville Main Street District.
-  Follow the application process as specified.
-  Have plans approved by the JMS Design Committee.
-  Complete the proposed enhancement within the designated time frame as approved.

## COST EXAMPLES

### ELIGIBLE

- Door/window repair or replacement\*
- Exterior painting/ paint removal
- Masonry repair or replacement
- Awnings installation
- Storefront refurbishment
- Cornice restoration
- Sign repair or replacement\*
- Exterior lighting
- False front/slipcover removal
- Architectural/engineering fees
- Building permits
- Other labor/materials

### NON-ELIGIBLE

- Routine maintenance
- Leasehold improvements
- Self-payment for labor/work
- Interior improvements/roof repair

\*Replacement choices should be in keeping with preservation-friendly materials, recommendations, and methods for appropriateness.

# What is the review process?

The JMS Design Committee will review all applications. The Committee reserves the right to approve or deny proposed changes. Any work deemed ineligible by the Committee will not be reimbursed. Plans for renovations should be in keeping with the original architectural design of the building, and the historic continuity of the immediate area. It is suggested that owners review the Secretary of Interior Standards and City of Jacksonville Design Guidelines as resources for eligible improvements. Both are available on the Jacksonville Main Street website.

# How do I turn in my application?

Only completed application packages turned in before March 31 will be considered. Awards will be announced by April 15, as funds are limited. Application packets are available at the Jacksonville Main Street office, 222 West State Street or online at [www.jacksonvillemainstreet.org](http://www.jacksonvillemainstreet.org).

## ONE APPLICATION PER CONNECTING PROPERTY FAÇADE

One application per connecting property façade may be submitted per calendar year, with new submissions given special consideration. Applicants should meet with the JMS Design Committee to discuss plans or questions, and submit the following:

- A completed application form
- Necessary design drawings or photos of proposed work
- Color and/or paint samples
- Cost estimates
- Existing condition photographs

## AFTER REVIEWING THE APPLICATIONS

- The committee will notify building owners in writing of its decision.
- If approved, notifications will include all aspects of the project that qualify for reimbursement.
- Work must be begin within 3 months of approval and be completed within 12 months to be eligible.
- The applicant is responsible for obtaining required city permits, inspections, and approval.

# I've been approved, now what?

Upon completion, the following documents are required:

- A financial summary of total project expenses
- Copies of all invoices to be reimbursed
- Lien waivers from contractors
- Photographs of the completed improvements

Funds will be dispersed only after verification that work has been completed in accordance with these terms. The

JMS Design Committee reserves the right to withhold funding for work that is not completed according to the approved application. The property owner shall be responsible for maintaining the façade without alteration for 3 years unless approved by the JMS Design Committee or face repayment of the grant funds received.

## THE DETAILS

- Money is dispersed as a matching grant on a 30/70 basis (grant funding/property owner funding) up to \$5,000 per eligible façade.
- The building must be within the Main Street District.
- This grant may be combined with other incentive programs and does not require prevailing wages.
- A façade is deemed any part of a building facing public right of way.
- Any disagreements with the terms of the program may be submitted in writing to the JMS Design Committee. Appeals of unfavorable responses may be submitted in writing to the JMS Executive Committee.
- Façade improvements prior to the establishment of this program are not eligible.

The City of Jacksonville is not involved in the administration of this program, approval of funds, nor the arbiter of disagreements between applicants and the Committee.

## SCORING CRITERIA

- Meeting the basic eligibility requirements
- Project reuse of existing or historic materials
- Need for the project
- Overall impact of proposed work to the building and surroundings
- **Extra Points: May be given to projects or owners that have not received any other funding.**