

Onsted DDA Façade Improvement Grant Program

Program Defined: In order to improve the appearance of the village with a goal toward improving economic vitality, the Onsted DDA (Downtown Development Authority) is sponsoring a Façade Improvement Program. Application will be available beginning in March. Any owner of any property within the DDA boundaries may submit an application for funding any project that will improve the appearance of their building's façade. Funding will be provided for project materials and/or fixture(s) only. Funding will not be provided for labor. Grants up to \$2,000 will be awarded.

Eligibility:

1. Property must be structurally sound.
2. Any property within the DDA district.
3. All property taxes and other village accounts must be current.
4. Application must be submitted by the property owner.
5. Applications must be submitted for each individual property (Tax Parcel ID)
6. Must follow all steps of application process.

Application:

1. Any applicant must fill out application in its entirety. Any incomplete applications will not be considered.
2. Approval of application.
 - a. A select committee of DDA members will review all applications and the select committee will approve or deny grant applications.
 - b. If denied by committee, applicant may appeal to the board.
3. Administration of funds
 - a. Upon approval of application, the building owner will receive one-half (50%) of the funding requested, up to \$1000.
 - b. Upon completion of project and submission of receipts, building owner will receive the second and final payment, up to \$1000, the grant amount applied for or material cost whichever is less.

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- c. If the building owner does not follow through with their proposed improvement, they will be billed for the full disbursed amount.
- d. The DDA reserves the right to nullify and/or recall funding if the project becomes non-compliant in any way, at any point during the improvement process.
 - 1. If the monies are not repaid to the DDA by December 31, the full disbursed amount will be added to their village property tax bill.
- e. This program may continue on an annual basis. Any property that is improved using DDA Façade Improvement monies will not be eligible again for the program for five years.

4. Application Limitations

- a. Application is not a guarantee of funding
- b. The Onsted DDA reserves the right to award grants it deems are in the best interest of the Village of Onsted, the DDA and Façade Improvement Program
- c. The DDA will not accept applications for previously completed projects.
- d. All improvements are subject to local ordinances and state codes
- e. Projects must be started within 30 days of grant approval and completed in 90 days to receive grant payment.

Rights Reserved: The DDA reserves the right to reject any and all applications. The specific program guidelines detailed herein are subject to revision by the DDA. The DDA may discontinue the program at any time, subject to the availability of the program funding.

Village of Onsted DDA Façade Improvement Program

1. Project Address or Tax Parcel I.D.		2. (DDA) Grant Number	
3. Name and Address of applicant:		4. Phone Number	
		5. Estimated Start date:	
		6. Email:	
7. Estimated cost of the project			
8. Detailed Description of Project:			
9. Certification: I certify that to the best of my knowledge and belief this application is correct and that all financial actions are in accordance with the terms and conditions of the DDA Façade Improvement Program terms and conditions.		Signature: _____	
		Name/Title: _____	
		Date: _____	
10. (DDA) Remarks:		11. (DDA) Approval Date:	
		Signature: _____	
		Signature: _____	