

Monument Square District, Inc. (MSD)
2009 Facade Grant Program Application
Sponsored by Fifth Third Bank of Western Ohio

With financial assistance from our friends at Fifth Third Bank, we are able to continue to offer grants to property and business owners for facade improvements, exterior restorations, and maintenance purposes in the Center City Heritage Overlay District (Downtown Urbana). This program is administered thru the non-profit Monument Square District, Inc. and is meant to stimulate improvements to the front exterior of the buildings within the District.

Here are just a few benefits of renovating your downtown property:

- Saves time and money by repairing minor problems before they become major problems.
- Refreshes the look of your building.
- Increases property values in the District.
- Results in increased retail trade and traffic.
- Enhances the historic character and beauty of the District.
- Helps to spur additional investment in the District.

Criteria for Application

- 1) Building being improved shall be located within the boundaries of the District.
- 2) Applicant shall invest a minimum of 60% of the total project cost.
- 3) For members of Monument Square District, Inc., there is no fee to apply for the facade grant program as a direct benefit of membership. Non-members must submit a \$50.00 non-refundable application fee, and this fee is applied to a membership in Monument Square District, Inc. Application fee can be paid in the form of a check payable to Monument Square District, Inc.
- 4) Signage is not an eligible expense under the Facade Grant program. Preference shall be given to improvements that make a significant improvement and create a lasting impression within the District. Eligible expenses shall include: awnings without signage component, window repair, tuck pointing, painting, lighting, gutters and downspouts.
- 5) Monument Square District, Inc. has \$2,000 in available funds for the Facade Grant Program. The Board of Directors of Monument Square District, Inc. shall review all applications and score them to determine award of funds. Depending on the number of applications, some applications shall not be funded due to limited program funds.

- 6) After Notice of Award of Funds, applicant shall submit an application to the City of Urbana Zoning Office for any necessary Design Review Board approval. Monument Square District, Inc. shall not release any funds for improvements unless the project has been approved by Design Review Board. The City of Urbana Zoning Office can be reached at (937) 652-4322.
- 7) With Design Review Board Approval and Issuance of Certificate of Appropriateness by the City of Urbana, the work shall commence on the project.
- 8) After completion of work, grant recipient shall pay contractor for completed work. In addition, grant recipient shall submit a copy of the final project invoice and certificate of appropriateness prior to release of the grant funds to the recipient. Amount of award shall not be increased after Notice of Award.
- 9) Grant funds shall not be used for work that has been previously done prior to receipt of application.
- 10) Owner of property shall acknowledge that work is to be performed on the property.

Application Deadline: Applications shall be submitted via sealed postage paid envelope to Monument Square District, Inc. 121 ½ North Main Street Urbana, OH 43078 by Monday, June 22, 2009. Notice of Award of Funds will be released by Wednesday, June 24, 2009.

Project Completion Deadline: All work shall be completed by November 1, 2009.

For more information, call:
Doug Crabill at 484-8262.

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Project Business Information:

Business Name _____
Address _____
Phone Number _____ Fax _____
Email _____

Business Owner Information:

Owner's Name _____
Personal Address _____
Phone Number _____ Fax _____
Email _____

Building Owner Information (if different from business owner):

Owner's Name _____
Personal Address _____
Phone Number _____ Fax _____
Email _____

Description of proposed improvements (possible suggestions include: awnings without signage component, window repair, tuck pointing, painting, lighting, gutters and downspouts):

Proposed Project Start Date: _____

Proposed Project Completion Date: _____

Applicant's signature _____

Building Owner's signature _____