



MEMO

To: City of Mansfield Downtown Improvement Board
From: Jennifer Kime & Jamie Thompson
Subject: Façade Grant Funding
Date: October 12, 2020

One of the most impactful programs we have had in downtown Mansfield is the Façade Improvement Grant Program. Since 2001, DMI was able to assist the redevelopment of 35 facades in downtown Mansfield. The grant investment in those facades totaled \$65,000 and yielded over \$680,000 in total project cost investment.

We are at an important junction in downtown Mansfield's growth, we know that a façade grant program will greatly assist our economic development efforts as we recruit new ownership, seek new merchants, retain current merchants and leverage additional private investment. Applicants to the program will work with a design committee consisting of 7 members from the following areas such as: City of Mansfield, Construction Industry, Realty, Banking/lending, Preservation, and DMI.

Please see the attached program outline and budget. Our request at this time is for an investment of \$25K annually for four years as highlighted in the attached budget.

Thank you!

Project Budget

DMI Façade Grant Program	2020	2021	2022	2023 Total	
Income					
City of Mansfield	25000	25000	25000	25000	100000
Richland County Foundation*	25000	15000	10000	5000	55000
Other Sources*	10000	10000	10000	10000	40000
Total Income	60000	50000	45000	40000	195000
Expenses					
Marketing and Administration	6000	5000	4500	4000	19500
Matching Grants	54000	45000	40500	36000	175500
					195000
Total Property Investment	\$0-\$19,999	1-1 match up to 2500			
	\$20000 - over	\$5,000			
Anticipated Grants @2500 or less	5.6	4	4.2	4.4	18.2
Anticipated Grants @5000	8	7	6	5	26
Anticipated Projects	13.6	11	10.2	9.4	44.2
Projected Façade Grants Awarded	54000	45000	40500	36000	175500
Estimated Private Investment Match-Minimum	188000	160000	141000	122000	611000
Estimated Total Reinvestment-Minimum	242000	205000	181500	158000	786500

*partners in discussion pending City approval

Program Summary

Downtown Mansfield, Inc. (DMI) believes that our historic downtown is a vital resource to the economic vitality of the region. The purpose of the DMI Facade Improvement Matching Grant Program is to further economic development, rehabilitate historically significant properties and incentivize property development in downtown Mansfield.

Eligible Applicants

- Property owners of mixed use or commercial structures located within the downtown district. Boundaries are First Street to the south, Sixth Street to the north, Adams Street to the east and Bowman Street to the west.
- Tenants of commercial or mixed use commercial structures located within the district as defined above with written permission of the actual property owner.

Program Guidelines

All work performed and completed must be in keeping with the architectural renderings and specifications as approved by DMI. Including DMI design guidelines as well as local historic district regulations as applicable.

Any and all changes in design, construction or materials after application has been approved, must be resubmitted for approval.

Projects will be reviewed and approved using the following criteria:

- The impact of the project on the attractiveness of the building, streetscape and the district.
- All work must meet the City of Mansfield's Building Codes, including any applicable local historic district regulations.
- The historical or architectural significance of the building.
- Project must begin within 3 months of application approval and be completed no later than 12 months post approval.
- DMI will only allow one grant, per applicant, per building within a calendar year. Multiple projects may be given consideration on an individual basis, if funds are available and unallocated.
- Funds received via the DMI facade program may be used in conjunction with other grant funding and/or used as matching dollars in leveraging additional funding.
- Grant funds will be paid directly to applicant, upon DMI's receipt of proof of completion of work, to include project invoices and before and after photos.
- Property owner (or tenant granted permission by property owner) must meet with DMI prior to consideration of funding.

Eligible Improvements

- Projects are limited to facade improvements only
 - Exterior cleaning, painting and/or paint removal
 - Masonry repair, including pointing and tucking
 - Repair and replacement of architectural details or materials
 - Window replacement or repair
 - Rehabilitation or compatible reconstruction of storefronts
 - Repair or rehabilitation of historic signage
 - New awnings or the rehabilitation of existing awnings
 - Removal of inappropriate or out of date signage
 - Removal of metal siding and exterior slip covers
- * The above list provides examples only. All projects are subject to the discretion of DMI.

Ineligible Expenditures

- Interior rehabilitation or decoration
 - Landscaping or paving
 - Refinancing of existing debt
 - Inventory and equipment
 - Sweat equity (payment's for applicants own labor)
 - General periodic maintenance
 - General business operations expenses (payroll, taxes, utilities, etc.)
- * Improvements made prior to grant approval are not eligible

Grant Amount

Projects under \$20,000 are eligible to receive up to \$2,500 as a dollar per dollar match. Projects \$20,000 or higher will receive \$5,000 total.

Application Process

- Complete application, including scope of work, renderings and current photos. Submit to DMI.
- Meet with DMI to review application.
- Begin work within 3 months of application approval. Complete work within 12 months of approval.
- Submit a financial report, copies of invoices and waiver of lien from contractors (and subcontractors, if applicable).
- DMI reserves the right to cancel this agreement in the event of failure to comply with this process and schedule
- Grant will be dispersed within 30 days of the receipt of final documentation received.



FACADE IMPROVEMENT GRANT PROGRAM

Application

Applicant name: _____ Applicant phone number: _____

Applicant email: _____

Applicant address: _____

City: _____ State: _____ Zip code: _____

**Please complete the following if property owner information is different than applicant information*

Owner name: _____ Owner phone number: _____

Owner email: _____

Owner address: _____

City: _____ State: _____ Zip code: _____

Building Address: _____

Estimated total cost of improvements: \$ _____

Estimated time of completion (weeks): _____

Please attach a brief description of scope of improvements, a current facade photograph, renderings of proposed changes and estimated project budget. Application will be considered incomplete if attachments are not submitted.

Property Owner Authorization

I acknowledge receipt of a copy of the DMI Facade Improvement Grant Program summary and eligibility criteria. I have also reviewed or prepared this completed application and consent to its filing. The information provided is accurate to the best of my knowledge. Upon approval, I agree to be bound by the requirements and criteria as outlined therein.

I hereby certify that I have title to said property. I hereby appoint (if applicable) _____ as authorized agent for the DMI Facade Improvement Grant.

I acknowledge and understand that approval for the receipt of matching funds in no way creates liability of any kind whatsoever on behalf of DMI, its staff or representatives and agree to indemnify and hold DMI harmless from any and all liability.

Owner signature: _____ Date: _____

Applicant signature: _____ Date: _____