



Laurel Main Street Façade Grant Overview

In order to increase interest in re-use of existing buildings and to help recruit new businesses and services downtown, the Laurel Main Street Association will provide financial incentives for owners to make exterior improvements to downtown buildings through a Façade Grant Program. In addition, efforts will be made to increase the awareness of existing financial incentives, which include:

- ❖ Federal historic tax credits for commercial rehabilitation projects

The Laurel Main Street Façade Grant Program will provide awards up to \$5,000.00 per project for exterior improvements to buildings within downtown Laurel. The improvements include: store signage, lighting, awnings, windows, building fronts, entries, planters, and other expenditures as defined by Laurel Main Street's board of directors. The Laurel Main Street Façade Grant Program is a reimbursement program. All awards shall be retained pending completion and inspection of the project.

PROGRAM CRITERIA

1. All Laurel Main Street Façade Grant projects shall be for properties within Laurel's Main Street District (see map). The basis for awards shall be first come, first served with priority given to those projects that have a significant visual and economic impact and that show dedication to preservation of the historic integrity of the building.
2. Applicants must be current members of Laurel Main Street.
3. Grants may not be used for the refinance of existing loans, working capital, or for purchase of inventory or interior.
4. Grants will be made to a maximum of \$5,000.00; matching \$1.00 to every \$2.00 invested by the applicant.
5. Participants must secure their portion of the project cost BEFORE the start of the improvements and submit documentation in writing to Laurel Main Street.
6. The grant does not need to be paid back.

7. Approved projects shall be underway within 60 days of contract execution and shall be completed within (4) months of the contract date.
8. All projects shall be done by contractors who meet all licensing requirements of the City of Laurel. Project owners and/or contractors shall acquire all necessary permits.

APPLICATION PROCEDURE

1. Meet with Main Street Director to view the proposed project and discuss preliminary plans. Review and approval of project by Historic Commission if in the historic district or a designated historic structure is required prior to beginning project. Permit for any permanent signage must be secured from the City Inspection Office.
2. Submit the following print documents and information to Laurel Main Street for its review:
 - a. Complete plans and specifications. Laurel Main Street reserves the right to require plans and specifications to be prepared by an architect for structural improvements.
 - b. Cost estimate
 - c. Complete application and consent form by property owner and tenant (if applicable).
 - d. Proof of insurance
 - e. Proof of ownership
 - f. Current photographs of building's exterior

APPLICATION PROCESS

1. Applicant meets with and presents a completed grant application to the Laurel Main Street Executive Director.
2. The application goes to the Executive Committee and then Design Committee for preliminary approval. Should the design be rejected, the committee will suggest changes or improvements. If the applicant complies with the changes, the design will be submitted to the LMS board.
3. Approval of the application is left to the sole discretion of The Laurel Main Street Board.
4. There is no guarantee of approval.

DISBURSEMENT OF FUNDS

To receive reimbursement for eligible project costs as contracted:

1. Notify Laurel Main Street upon completion of work
2. Submit request for reimbursement with documentation of eligible costs paid by the applicant.
3. Work will be inspected by Laurel Main Street. Upon approval of the work performed, a check will be drawn for payment of eligible costs.
4. Submit photograph of completed project.

LAUREL MAIN STREET FAÇADE GRANT APPLICATION FORM

Name of Applicant _____

Mailing Address _____

Email Address _____

Telephone / Fax Numbers _____

Property Address _____

Description of work to be done (attach detailed work descriptions, plans and photos)

Total cost of work _____

Amount to be paid by owner/tenant _____

I certify that I am the owner of the above property, have read and will comply with Laurel Main Street's Façade Grant Program's requirements, guidelines and procedures and understand that I will not be reimbursed for the work on this property until the project is completed.

Signature of Owner/Tenant

Date

Mailing Address

FOR LAUREL MAIN STREET USE:

Application received date: _____

Laurel Main Street Review Date: _____

Laurel Main Street suggestions

Project approved by:

Committee

Main Street Board President

Final payment date: _____ Final amount: _____