



## MAINSTREET SHELBYVILLE, INC FAÇADE GRANT PROGRAM GUIDELINES

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The Mainstreet Shelbyville, Inc. FAÇADE GRANT PROGRAM is intended to provide financial assistance for exterior building façade improvements in the historic commercial district in downtown Shelbyville. The goal of the program is to attract shoppers and catalyze investment through improved aesthetics. The Design Review Committee will follow the Secretary of Interior's Standards for Rehabilitation of Historic Buildings when reviewing grant applications. Guidelines may be found at:

<http://www.nps.gov/history/hps/tps/tax/rhb/stand.htm>

Pre-application design assistance is strongly encouraged.

Façade Grants have a maximum award of \$15,000. The applicant must provide a 50% match. A corner building with two visible facades may be eligible for two grants. If a building has two facades visible from major streets, then the applicant must determine which façade will be eligible for the primary façade and which façade will be eligible as the secondary façade. If two separate buildings relate to a primary or secondary façade on the same street and have two separate postal addresses, then it would be eligible for two separate façade grants. If two separate buildings relate to a primary or secondary façade on the same street but they have the same postal address, then they are eligible for one façade grant. A property owner who owns multiple properties in the district is eligible for no more than two (2) façade grants per calendar year. Any eligible building in the district is eligible for no more than one (1) façade grant per calendar year.

Grants are made on a reimbursement basis, following an application procedure, design review and approval, and construction. Disbursement is contingent upon submittal of cost invoices from certified contractors and tradesmen and inspection of the work. Available grant funds will vary from year to year depending on funding sources.

### **Eligible Properties**

- Intended grant recipients are within the Historic District listed on the National Register of Historic Places Streets *or* buildings adjacent to the Historic District that may be eligible for listing (older than 50 years). The district is roughly bounded by Colescott St, Vine St, Miller St, and the Blue River.
- Priority will be given to buildings located within the historic district or eligible for listing; however, the Design Review Committee has the discretion to grant funds to other significant buildings if the need of improvements and benefit to the community is deemed to be substantial.

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Grant Application- revised 2020 B.doc*

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- Priority will be given to commercial/retail businesses in downtown buildings; however, the Design Review Committee has the discretion to grant funds to other business types if the need of improvements and benefit to the community is deemed to be substantial.
- Primary/storefront facades funded up to one-half (50%) of the cost of the project
- Secondary facades funded up to one-fourth (25%) of the cost of the project

### **Eligible Activities**

- Window repair/restoration of historic/original/existing windows;
- Window replacements—only of non-original/non-historic windows to windows of more historically appropriate style and materials;
- Restoration of original façade;
- Masonry repair;
- Painting or cleaning, with appropriate methods that will not damage building;
- Cornices, entrances, doors, decorative detail;
- Lighting, signs, window display areas;
- Other activities that restore the original exterior architecture;
- Architectural fees associated with the façade improvements.

### **Ineligible Activities**

- Interior work;
- Activities not visible from the public right-of-way, unless a necessary component of façade improvement work;
- Activities inconsistent with the Secretary of Interior's Standards for Rehabilitation of Historic Buildings;
- Demolition or acquisition of property;
- Building Permit Fees;
- Sidewalks or paving;
- Repair or creation of features not consistent with original architecture.

### **Guidelines and Application Procedure**

- Prior approval of the Design Review Committee is necessary. No work that has already been started will be eligible for funding through this grant.
- The applicant must be the owner of the building, or if a lessee, must have written permission from the building owner for the work proposed.

- Projects must be completed within 1 year of approval. After 1 year, the applicant must re-apply for funds with no guarantee.
  - The amount of the grant is up to 25 - 50% of the project total.
  - Whenever possible, local (Shelby County) contractors, materials, and tradesmen should be used for the work. Contractors, electricians, and other tradesmen should all be licensed in their field.
  - Volunteer work is permitted on projects but is not a billable item, therefore volunteer work/time is ineligible for grant funding.
  - Mainstreet Shelbyville Inc. reserves the right to approve or deny any application for any reason.
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- Upon completion of work, all receipts must be presented and a member from the Design Review Committee must inspect the completed work before disbursement of funds.
  - No funding will be provided for work that deviates from the approved application, if the changes were not submitted and approved by the Design Review Committee.
  - Applicants are encouraged to apply for the Federal Historic Rehabilitation Tax Credits. Assistance with that process can be provided upon request.
  - The applicant must obtain all required building permits from the City of Shelbyville.
  - Applicants please complete the attached form with the listed supporting documents.



MAINSTREET SHELBYVILLE, INC  
FAÇADE GRANT PROGRAM APPLICATION

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**Applicant Name** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**Business Name** \_\_\_\_\_

**Property Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Primary Façade Street Address** \_\_\_\_\_

**Secondary Façade Street Address** \_\_\_\_\_

**Are property taxes up to date?** YES \_\_\_\_\_ NO \_\_\_\_\_  
Please attach current property tax receipt to the application

**Estimated Start Date** \_\_\_\_\_ **Completion Date** \_\_\_\_\_

**Total Cost of Project** \_\_\_\_\_

**Please attach the following supporting documents:**

**Appendix 1.** Project description, including architectural renderings, where applicable.  
Paint color samples, where applicable.

**Appendix 2.** Photos of existing building and close-up photos of areas to be improved.

**Appendix 3.** Professional cost estimates from contractors, architects, and tradesmen (2  
or more). Be sure to include cost estimates for both the materials and labor.

**Appendix 4.** Written permission of building owner, if the applicant is not the owner.

Complete and return to: Mainstreet Shelbyville, Inc. 18 N. Harrison St. Shelbyville, IN 46176. Call 317.398.9552 or email [director@mainstreetshelbyville.org](mailto:director@mainstreetshelbyville.org) with any questions.

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