



Mainstreet Shelbyville Interior Renovation Grant Application

Mainstreet Shelbyville offers this grant program for new or existing businesses within historic downtown Shelbyville. The purpose of the grant program is to provide funding for interior renovations that will help start, improve, or expand a commercial business. All applicants and work performed will have to meet certain criteria outlined in the application. The funding for this program is limited; it is not guaranteed that all applicants will receive funding and some applicants could receive less than the maximum amount of the grant. The Mainstreet Shelbyville Board of Directors will be the final authority concerning the granting of these funds.

This grant application applies to commercial buildings within the Mainstreet district boundaries. The boundaries are as follows: Blue River (North), Colescott Street (South), Vine Street (East) and Miller Street (West). Please visit Mainstreet Shelbyville's website for boundary map.

The maximum amount of the grant: \$5,000

Eligible Use of funds:

Inside renovation of existing buildings to include upper and lower floors for commercial or non-residential use only. (Ex: drywall, plaster, painting, brick work, electrical work, plumbing, and flooring). Interior fixtures, equipment, and lighting are eligible provided they are a permanent part of the building. If the interior fixtures, equipment, or lighting are portable in nature they can be funded up to 20% of the total cost of the items not to exceed \$3000.

HVAC equipment is eligible for grant funds up to 50% of the total cost of the unit not to exceed \$5000. The eligible HVAC unit must be an upgrade in higher efficiency. HVAC replacement is limited to only one unit per building per year. If grant funds are used for HVAC equipment, that building/owner is not eligible for additional HVAC replacement for 10 years.

If a building has two or more street addresses and is connected by open spaces (no permanent walls between the spaces) then only one grant application per building can be submitted.

Any eligible building in the district is only eligible for no more than one 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 paid invoices from certified contractors and tradesmen and inspection of the work. Available grant funds will vary from year to year depending on funding sources.

The Mainstreet Shelbyville Inc, board of directors will have final authority concerning approval of all applications and granting of funds.

Ineligible Use of Funds:

Real Estate investment, refinancing debt, accounts payable, purchase of inventory, working capital, and routine maintenance of fixtures or the building. The Mainstreet Shelbyville Board of Directors will have final discretion on the use of funding.

Grant Procedure:

A business that wants to obtain grant funds must do the following:

- 1). Submit a completed application with detailed quotes and supporting documentation.
- 2). The completed application will then be presented to the grants committee for review. If the grants committee approves the application, it will be presented to the board of directors. If approved by a majority of the board of directors, the applicant will be notified within 30 days or sooner that the grant has been approved. If the application should be denied the applicant will also be notified and the reasons for denial will be explained at that time.
- 3). Once approved a Memorandum of Understanding (MOU) will be signed by both parties and a grant work in process poster will be displayed during the project.
- 4). The grant funds will be released through reimbursement once all work is satisfactorily completed and inspected, and detailed paid invoices submitted to the office of Mainstreet Shelbyville.

Date of Application: _____

Business Name: _____

Business Address: _____

Phone Number: _____

Contact Person: _____

Email address: _____

Grant amount requested: _____

Do you own or lease the building? _____

(*If the answer is "lease", please submit a statement from the building owner stating permission and full support of this application)

Please describe the scope of work to be performed by the grant funds:

Project Costs:

Design Fees \$ _____

Permit Fees \$ _____

Other costs \$ _____

Total project cost \$ _____

Project Financing:

Bank Loan \$ _____

Private Loan \$ _____

Cash \$ _____

Other \$ _____

Total Financing \$ _____

Please attach with this application detailed quotes, pictures of the status of the space to be renovated, and any other relevant documents.

Please check in the boxes to indicate that you have read and will comply with these items:

In order to receive funding, applicant acknowledges that Mainstreet Shelbyville Inc. may require input on design elements, color, materials used etc.

- Applicant will determine if this project needs approval/permits from the City of Shelbyville before the project starts. 317-392-5102.
- I will allow signage provided by Mainstreet Shelbyville Inc in my store front window during the length of the project promoting our grant programs.
- I certify that all taxes and mortgages are current and in good standing, and that the property has no outstanding debts or liens currently.

Applicant Signature:

Date: _____

Building Owner Signature (if not applicant): _____

Date: _____