



David F. Denman Façade Enhancement Grant Program 2019 Program Guidelines

Harrisonburg Downtown Renaissance (HDR) is pleased to offer a competitive matching grant program to assist businesses and property owners with making improvements to their building facades, signage, and/or surroundings in the downtown Main Street district. We have \$10,000 available for this grant round. The maximum grant amount is \$5,000, the minimum grant is \$500, and project costs must be matched at least 50/50 by the applicant.

Criteria:

Eligible applicants **must** be physically located within the downtown district approved by Virginia Main Street (see attached map). *Applicants must contact Andrea Dono in advance of applying and meet with the Design Committee to discuss project plans. The Design Committee is a resource for applicants and may be used for free guidance and advice.* The committee also developed a guidebook for downtown development to share principles of good design.

Awards shall be based on economic impact, appropriateness, creativity, timeliness, design quality, visual impact, degree of change between before and after, and level of contribution to neighboring properties and downtown revitalization. Priority for grant funds shall be given to projects that include the creation of non-disposable, tangible assets. Examples include façade improvements, signage, and landscaping. Projects that would be considered to be routine maintenance are not eligible.

The City of Harrisonburg's Community Development office should be consulted before initiating any façade and/or signage work. This grant program does **not** waive the requirement to obtain proper sign and/or building permits.

Timeline:

Feb. 11, 2019	Application process begins
April 17, 2019	Deadline to submit applications to HDR
May 6, 2019	Façade Grant Subcommittee selects recipients
May 17, 2019	Agreements signed and awards announced
Dec. 10, 2019	Deadline for reimbursement paperwork to be emailed to HDR



**David F. Denman Façade Enhancement Grant Program
2018 APPLICATION FORM**

1. Applicant Information

A. Applicant name: _____

B. Applicant mailing address:

C. Applicant phone number: _____

D. Applicant email: _____

E. Applicant tax identification number: _____

F. Business name: _____

G. Business address:

2. Project Information

Description of proposed improvements (attach additional pages if needed):



Describe how your project advances the goals of downtown revitalization and economic development:

Estimated Cost of Improvements: \$ _____

Name/company of contractor or project manager for construction work:

Architect or sign designer/installer:

Estimated date of project commencement: _____

Estimated date of project completion: _____

3. Required Application Documents:

Check if Submitted:

- A. Letter of consent from property owner if the applicant is a tenant _____
- B. Pledge that all property taxes are current _____
- C. Minimum of three digital photographs of existing building conditions _____
- D. Drawings from architect, contractor, or sign designer depicting the exterior of the building after completion of proposed project _____
- E. Detailed cost estimate or bid on contractor's letterhead. Include an itemized breakdown of all anticipated expenses by category _____
- E. Paint samples or awning sample (if applicable) _____
- F. Current Friend of Downtown Status _____



The Frazier Family has established a **Limestone Legacy Fund** through The Community Foundation of Harrisonburg & Rockingham County. The purpose is to revive the appreciation of Shenandoah Valley limestone as an important architectural element of historic downtown Harrisonburg. If your project includes installing limestone or enhancing existing limestone, please contact HDR for additional information on how to apply for funds through the Limestone Legacy Fund.

4. Conditions:

The David F. Denman Façade Enhancement Grant Program is subject to change or cancellation at any time by a vote of the Façade Grant Subcommittee. In addition, any policy or procedure described herein may be waived by official action of this subcommittee. The subcommittee reserves the right to reject any and/or all applications. HDR reserves the option to grant all the allotted funds to applicants received by the deadline, or to retain a portion of the funds for projects initiated later in the budget year.

Applications will only be accepted digitally. Only complete applications will be processed. Email applications to andrea.dono@harrisonburgva.gov by April 17, 2019. HDR is open to receiving inquiries and applications after the deadline in the event not all funds have been allocated to applications received prior to the deadline.

Please read and sign:

If I am successful in obtaining a Façade Enhancement Grant from HDR, I am obligated to maintain the improvements funded by HDR for a minimum of 18 months from the time I receive reimbursement from HDR. If the improvements are removed or changed prior to the 18 month timeline without prior approval from HDR, I agree to promptly reimburse HDR for the entire amount of the grant, unless a waiver is granted by the committee due to extenuating circumstances.

I have read, understand, and will comply with Harrisonburg Downtown Renaissance's David F. Denman Façade Enhancement Grant Program criteria, timeline, and application information included herein, and I certify that the above information is true and correct to the best of my knowledge. I hereby acknowledge my application for a grant, and authorize HDR to obtain verifications from any source named in this application.

I understand that I must send high-resolution digital photos to document the project before construction and after completion before grant money can be disbursed.

Signature: _____

Date: _____



Legend

- Other Zoning Classifications
- B-1 - Central Business District

Central Business District
Virginia Main Street Program

City of Harrisonburg,
A Shared Vision for the Future

September 2007

Map Data Provided by the City of Harrisonburg
Department of Community Development

0 300 600
Feet

