

## **DOWNTOWN MAINSTREET INC. PAINT & FACADE GRANT PROGRAM**

From now through December 31, 2015 Downtown Mainstreet Inc. (DMI) is looking to sponsor a voluntary *Paint & Facade Grant Program* for buildings located within Downtown La Crosse. For purposes of this program, Downtown La Crosse is bounded by the La Crosse River, Mississippi River, Cass Street, and 7<sup>th</sup> Street.

Interested building owners will be eligible to receive up to \$500 in a matching grant to paint and make exterior improvements to their properties. Exterior improvements include but are not limited to signage, awnings, windows, and doors. The 2004 *Downtown Commercial District Heritage Preservation Plan & Design Review Guidelines* will be used as a guide to determine the eligibility and appropriateness of changes and improvements to facades, signage, awnings, windows and doors.

Interested parties have to complete a Pre-Documentation Property Worksheet that will describe the work and estimate the cost and then submit it to Downtown Mainstreet. DMI staff will work with the DMI Design Committee to select the applicants they feel will benefit the most from this program, inspecting the work, taking before and after photos, and authorizing reimbursement. Applicants will be responsible for signing a Contract for Services form and making sure the proposed work is completed.

### **PAINT & FIX-UP PROGRAM PROCESS**

1. Interested property owner(s) fill out the Pre-Documentation worksheet.
2. DMI staff & Design Committee select projects and take “before” photos of each project.
3. Property owner signs contract with Downtown Mainstreet Inc. to participate in the Paint & Fix-up Program.
4. DMI staff must inspect the applicant’s paint prep work and take photos before giving their “okay” to receive a paint voucher and proceed.
5. Upon completion of their project, the property owner must complete a Final Reimbursement Worksheet and notify DMI staff for final inspection. DMI staff to take photos of all completed work.
6. Applicant receives a complete reimbursement for all work per the contract and project scope. Only completed projects will be reimbursed.
7. If projects are completed in a timely manner and there is money still available, there may be opportunities to undertake more projects before the project ending date of December 31, 2015.

The following parameters have been established for the Downtown Mainstreet Inc.'s Paint & Fix-Up Grant Program and will be incorporated into the Contract for Services form that must be signed by the applicant before any work is to begin.

#### CONTRACT FOR SERVICES

1. Scope of Services. Owner agrees to perform the services listed on their pre-documentation form and in accordance with the terms and conditions of their contract.

Owners planning to **paint or stain** can receive a paint voucher good for up to \$500 for paint and supplies from a local paint provider. Vouchers for paint will be given to owners when paint prep work on the property has been completed and has been inspected and documented by Downtown Mainstreet.

Owners are to pay up-front the cost of other repairs and improvements and must provide matching funds for the repairs and improvements. Acceptable **Fix-up/Repairs** are exterior improvements to property that include materials, parts and labor. However, only professional labor can be claimed for reimbursement as the intent of the program is to foster sweat equity and the greatest return on investment. Owners are encouraged to go beyond the grant caps.

2. Payment (reimbursement) for Work. All work is to be completed by December 31, 2015. No reimbursement requests will be accepted after this date.

To receive reimbursement, owners must submit a completed Final Reimbursement Sheet with appropriate receipts to Downtown Mainstreet. Only completed projects will be reimbursed.

**Owner must provide matching funds for fix-up and repairs projects equal to the amount requested.**

If you have any question about this program please contact Robin Moses at Downtown Mainstreet at 784-0440 or via email at [downtownmainstreet@centurytel.net](mailto:downtownmainstreet@centurytel.net)