



Thibodaux Main Street, Inc. Façade Grant Program

PROGRAM GUIDELINES

Purpose

The purpose of the Thibodaux Main Street, Inc. Façade Grant Program is to provide financial incentive grants to building owners or commercial tenants located within the Thibodaux Main Street District. The incentive grants are funded through a grant from the Lorio Foundation and administered by Thibodaux Main Street, Inc. and the Thibodaux Chamber of Commerce Foundation, Inc. Restoration of individual façade improves the visual appearance of the entire downtown, which is critical both to the success of individual businesses and to the economic health and vitality of the district as a whole.

Program

Businesses or property owners interested in applying for a grant must meet the following criteria:

- The business or owner must be located within the boundaries of the Main Street District. The district boundaries include La. 1 to West 5th Street between Jackson Street & Canal Boulevard.
- The business or owner must fill out a complete application detailing plans for the proposed alterations.
- Grant awards will be on an annual basis and range between \$500 and \$8,000 per applicant.
- The applicant must provide a 1 to 1 cash or in-kind match for the project.
- The applicant will agree to comply with all local land use laws as well as any local or state laws pertinent to the project such as, but not limited to: Building Codes, the State Environmental Quality Review Act, and the State Historic Preservation Act (for historic structures).
- Grant will be awarded to grantees upon completion of the project.
- Applications must meet one of the eligible project categories to be eligible for consideration.
- Projects cannot have started prior to a grant award.

All applicants that meet the above criteria will have their applications reviewed and rated by the Thibodaux Main Street, Inc. Review Committee. The Thibodaux Main Street, Inc. Review Committee will present all recommendations for project awards to the Thibodaux Main Street, Inc. Board of Directors for final approval. Any projects undertaken before receiving approval from the Board will not be eligible for a grant.

Eligible Projects

Eligible applicants for façade renovation and/or restoration grants include building owners or tenants (with owner permission) of commercial buildings in the defined Main Street District. In addition, only the principal structure of a property is eligible. No outbuildings or accessory buildings such as garages and barns shall be eligible.

Grants must be utilized for any (or a combination) of the following façade renovations, rehabilitation, or restorations:

- Painting
- New walls and siding, and repair of same
- New awnings
- Exterior storefront and/or storefront display lighting
- Cleaning and repointing of brick
- Windows
- New signage
- Other areas, on approval (may include specific projects not listed here)

All of the above façade improvements must be in keeping with the architectural or historical characteristics to ensure compatibility with the existing downtown, helping to create a uniform and coordinated streetscape which is attractive and functional. Buildings with multiple retail stores are only eligible for one (1) façade grant per year.

Review Criteria

Projects including historic buildings in danger of being lost, in part, or in total, to disrepair shall have priority for funding. This may include properties listed on the state and/or national registers of historic places or properties with historical, architectural or cultural significance. In addition, vacant properties where façade improvements would reduce the perception of downtown decay shall also receive high consideration for funding. The following criteria will be used in reviewing applications:

- Project will create or expand a business
- Project will sustain jobs or create new jobs
- Public to private investment cost ratio
- Aesthetic impact of the renovation on character of Main Street
- Degree of the improvement(s) capitalize(s) on building's architectural assets
- Degree of historical integrity of renovation plans
- Property is on or eligible for State/National Historic Register
- Other building improvements completed beyond those funded
- Project demonstrates collaboration/partnership
- Proposed renovation will stop serious deterioration of the building's facade

The Thibodaux Main Street, Inc. Review Committee and the Thibodaux Main Street, Inc. Board of Directors will review all applications against these criteria.

Grant Application Instructions and Review Process

A complete application must include the following:

1. A completed application form including a detailed description of your project
For example, if you are replacing windows, what style will they be replaced with; if you are painting, what will be the color scheme?
2. If your project requires, provide architectural plans, design sketches or site plans (illustrating all proposed work on the building).
3. A project cost estimate
4. If you are adding or changing materials, provide a sample of the product.
5. Two photographs showing the entire façade at different angles of the building and one streetscape photograph
6. A signed Owner Approval for Tenant Applicant form

The more detailed information and renderings submitted, the better your chances are for a successful review. It is the applicant's responsibility to provide a completed application. The Board will not contact you for missing information; therefore, the Review Committee may reject (or has the right to reject) your application if it's submitted incomplete.

Application Submission, Review and Grant Award

1. Submit a formal application to Façade Grant Program c/o Jessica Durocher, 409 B West 3rd Street, Thibodaux, LA 70301. If you have any questions about the application process, please contact Jessica Durocher at (985) 856-3695.
2. The Main Street Review Committee will review the application to insure consistency with the Program Guidelines and will rate the applications consistent thereto.
3. The Main Street Review Committee will make a formal recommendation to the Main Street Board of Directors within (30) days of receipt of the applications.
4. The Board will notify the applicant(s) of all grant awards.
5. Historic District Commission must review Scope of Work before grant awards are issued.
6. Façade grant projects shall be completed within 12 months of the signed grant award.
7. Prior to the funding of grants, any changes to the scope of work or completion date must be reviewed and approved by the Thibodaux Main Street, Inc. Board.
8. Prior to processing grants reimbursement, the Thibodaux Main Street, Inc. Board will perform a site visit and review of the completed project for completeness and quality of work.
9. All receipts must be submitted simultaneously to receive grant reimbursement.

Timeline for the Thibodaux Main Street, Inc. Façade Grant Program:

April 24, 2009	Grant Application with all attachments must be submitted
April 30, 2009	Main Street Review Committee Meets to Allocate Grants
May 14, 2009	Main Street Board of Directors meets to review recommendations
May 18, 2009	Grants awarded and work may begin <*>
November 9, 2009	Last day for consideration of extension for completion of work
May 14, 2010	All improvements must be completed and invoices submitted

<*> Approval from Historic District Commission is required