



Downtown Nashville Strong Façade Improvement Grant Program Application

Purpose: The purpose of the Façade Grant Program is to provide businesses and commercial property owners an economic incentive to renovate the exterior facade of the buildings located within the Municipal Service District (MSD). The architectural quality of Nashville’s downtown is important to the entire town, its history, its image and its future.

Eligibility:

- Any property owner or business tenant that pays the MSD tax located in the Municipal Service District (see-attached map).
 - Business tenants must have property owner’s written consent.
- Private dwellings are not eligible unless they are currently functioning as commercial buildings.
- One grant award per property, per project.
- *Facades may include roof improvements, replacements, and repairs, if the roof is prominently visible from the front view of the building and only the whole roof is to be improved, replaced, or repaired.*

Guidelines:

- Projects will be awarded to those that meet the approval of the Downtown Nashville Strong Committee and Town Council.
- Proposed façade grants must meet all code requirements of the Town of Nashville, Nash County and State of North Carolina.
- Façade design proposals and applications must receive approval from Downtown Strong Committee and Town Council PRIOR to beginning the work.
- Only renovations or restorations to the outside façade, which are permanent improvements, are eligible.
- Grants are not eligible for general or deferred maintenance.
- All work must be started within 45 days of the signed notification of the grant award and must be completed within 6 months of the start date.
- Failure to comply with the guidelines will result in loss of grant funding.
- Grants are issued on a first-come first-serve basis subject to funding availability.

- Those property owners wishing to use the North Carolina and Federal Historic Rehabilitation Tax Credits are advised to contact the State Historic Preservation Office before making application (SHPO Contact: Reid Thomas, (252) 830-6580 ext. 222)
- Adhere to the US Secretary of the Interior's Standards for Rehabilitation 36 CFR 67
 - 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
 - 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
 - 3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
 - 4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
 - 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
 - 6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
 - 7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
 - 8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
 - 9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
 - 10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Funding:

- This is a 50% reimbursement matching grant program, meaning that the amount of the grant will be equal to 50% of the cost of the improvement, subject to a maximum grant of \$5,000.
- The final award amount is based on documentation of actual costs. Receipts must be submitted to the Town of Nashville Planning Director prior to reimbursement.

- The Planning Director for the Town of Nashville will inspect and issue a certificate of completion before the grant is awarded. They will also act as program administrator for the reimbursement of funds.
- The grant agreement will require that the grant be repaid (in whole or in part) to the Town if the property is not maintained or the grantee fails to comply with the grant program guidelines.

Application Process:

- Complete application form along with,
 - 5 color photographs of existing façade with color samples;
 - Description in detail of proposed façade improvements;
 - Design plans, sketches and examples;
 - Itemized project cost estimates from proposed contractor;
 - W9
 - And (If necessary) Letter of permission for project from property owner.
- The Application must be submitted to the Town Planning Director to then be reviewed Downtown Strong Nashville Advisory Board, Town Manager, the application will then go to the Town Council for final approval.
- Applicants will have 6 months to complete the project from the approved start date unless an extension is requested in writing and approved by the Town Manager.
- Approved applicants will receive funding upon completion of the project. Copies of all paid receipts, invoices, and a signed maintenance agreement must be submitted to the Program Administrator; and a Certificate of Completion issued before the grant is dispersed.

Downtown Nashville Strong Façade Improvement Grant Program Application Form

APPLICATION FORM

All work MUST comply with the appropriate guidelines

Applicant Name _____

Property Physical Address _____

Business Name _____

Mailing Address _____

Telephone # _____ Email _____

I am the (check all that apply): Property Owner and/or the Business Tenant

Applicant Signature _____ Date _____

Property Owner's Signature _____ Date _____

Please submit the following with your application: W-9 Color Samples

Description of Improvements Design Plans/Sketches Color Photographs

Itemized project cost estimate Letter of Permission from Owner (*if applicable*)

(For Program Administrator Only)

Estimated Date of Completion of Work _____

Approved as Submitted Approved with Modifications or Conditions (see attached)

Rejected (*see attached*) Purchase Order # _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Controls

