



Facade Improvement Program

Purpose

The Façade Improvement Program is a reimbursement grant program provided to a business and/or property owner for the improvement of existing buildings throughout the City of Fort Morgan. The Downtown Corridor will receive priority consideration.

Specifics

1. Grants may be awarded for up to **50%** of the total cost of a qualified façade, with a **maximum grant award of up to \$3,000.**
 2. Applicant **must have matching funds at time of application.** Labor provided by the Applicant cannot be charged against the grant.
 3. All Applicants must have owned/leased the property for at least **1 year**, and have **permission of the owner** (if Applicant is not owner).
 4. No **property** may receive more than **one grant per fiscal year**, and **no applicant can receive more than two grants per year.**
 5. Grants will be awarded on a **reimbursement basis** once the Applicant has completed the proposed repairs and a final inspection by the Planning and Zoning Department is completed.
 6. Grants **will not** be revised due to changes in cost of repairs during the process.
 7. The Economic Development Specialist, Planning and Zoning Department and City Council retain discretionary authority to deny any application.
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Process

1. The Applicant will complete an application and submit to the Economic Development Specialist (EDS).
 2. The EDS will contact the Applicant once the application is received and reviewed by the Planning and Zoning Department. The **EDS will arrange a meeting on site** to discuss concept of project.
 3. Upon tentative approval, the application will be submitted to **City Council** at their next regularly scheduled meeting for final approval.
 4. The **EDS will contact the Applicant upon final acceptance/denial.** If approved, the EDS will provide a Letter of Commitment specifying amount of grant and time frame in which work must be completed to receive grant.
 5. The **Applicant is then responsible** for contacting the EDS once work is completed to schedule a final inspection by the Planning and Zoning Department. If work is deemed in compliance, the Applicant will receive a check for the specified grant amount, within 30 days.
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Eligible Expenses

1. **Only exterior** improvements are eligible (i.e., front-facing assets)
 2. Cost can **include but are not limited** to the following:
 - a. Façade washing/brick cleaning
 - b. Removal of deteriorating/inappropriate materials from façade
 - c. Sign repairs/updates
 - d. Lighting
 - e. Awnings/Canopies
 - f. Window restoration
 - g. Painting
 - h. Door replacement
 - i. Restoration of original architectural features/characteristics
 - j. Window display remodeling
 - k. Consultant fees
 - l. Labor (**other than the Applicant**)
 - m. Landscaping immediately adjacent to the property.
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Ineligible Expenses

1. Interior improvements **are not eligible**
 2. Cost **cannot** include:
 - a. Labor by the Applicant
 - b. Billboards/Advertising
 - c. Parking lots
 - d. Interior renovations
 - e. Expansion of the building
 - f. Temporary, portable, or non-permanent improvements
 - g. Refinancing of existing debt
 - h. New construction
 - i. Property acquisition
 - j. Delinquent payments of any type
 - k. Improvements in progress/completed prior to approval
 - l. Permitting and Review fees
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Please submit completed application to:

Sarah Crosthwaite (Economic Development Specialist)

sarah.crosthwaite@cityoffortmorgan.com

If you have any questions, please refer to the webpage www.cityoffortmorgan.com or contact Sarah at **(970) 542-3924**.



Facade Improvement Application

CONTACT INFORMATION

Name

Street Address

City, State, ZIP Code

Phone

E-Mail Address

PROPERTY/BUSINESS INFORMATION

Name

Street Address

City, State, ZIP Code

Phone

Website

Other Profiles (e.g., Facebook)

E-Mail Address

CRITERIA

Please reference the "Specifics" and "Eligible Expenses" Sections

Are you in the Historic Downtown corridor? Yes No

Do you have permission from the owner? Yes No

If you are not the property owner, please provide their contact information:

Name _____

Phone _____

Email _____

Are the repairs front-facing? Yes No

How long have you owned/leased the property? Less than 1 year More than 1 year

Date of initial purchase/lease agreement _____

Have you requested a grant previously? Yes No

If so, was it approved? _____

If so, when? _____

Have you requested a grant for this property previously? Yes No

If so, was it approved? _____

If so, when? _____

How much are you requesting in grant funding? \$ _____

Do you have matching funds secured? Yes No

Proposed improvement completion date _____

REPAIRS

Please list and describe all **eligible expenses** and associated costs.

Cost:

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Total Improvement Cost:
Grant Amount Requested: