



## Facade Improvement Program

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### Purpose

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

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### Specifics

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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 \$5,000**.
  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 currently own or be leasing the property at the time of the application, and have **permission of the owner** (if Applicant is not owner).
  4. Grants will be awarded on a **reimbursement basis** once the Applicant has completed the proposed repairs and a final inspection is completed.
  5. **Applicant is responsible in contacting the planning and zoning, and building department for applicable permits and inspections.**
  6. Grants **will not** be revised due to changes in cost of repairs during the process.
  7. The City of Fort Morgan retains discretionary authority to deny any application.
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### Process

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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. The **EDS will arrange a meeting on site** to discuss concept of project.
  3. The **EDS will contact the Applicant upon final acceptance/denial of application**. 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.
  4. The **Applicant is responsible** for contacting the EDS once work is completed to schedule a final site meeting. The **Applicant must provide receipts and paid invoices** for all eligible expenses that were listed on the application. If work is deemed in compliance with application and any applicable planning and zoning, and building codes, the Applicant will receive a check for the specified grant amount, within 30 days.
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## Eligible Expenses

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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

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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](mailto:sarah.crosthwaite@cityoffortmorgan.com)**

If you have any questions, please refer to the webpage [www.cityoffortmorgan.com](http://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, Instagram)

E-Mail Address

## CRITERIA

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

Are you in the Historic Downtown corridor?  Yes  No

Do you currently own/lease the property  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

Have you requested a City grant previously?  Yes  No

If so, what grant? Was it approved/denied and when?

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

If so, what grant? Was it approved/denied and when?

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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:**