

Main Street Washington Incentive Fund (MS-WIF) 2018

Application Round 8

Grants are made possible through the generosity of the Washington County Riverboat Foundation

The goal of this program is to encourage remodeling & repair work on commercial buildings in the Main Street District consistent with proven Main Street practices, including those that retain unique historic elements & use “green” materials.

Grants are offered on a sliding scale from \$1000 to \$10,000. All projects require owner funding & all elements of the project must meet MSW criteria. Grant funds may pay up to 50% of costs up to the amount awarded. Projects such as these are eligible:

- Maintenance- Roofs & Awnings
- Improvements & Repairs to existing buildings
- Consultation with a structural engineer &/or asbestos removal specialist

Funds will be awarded after the project is completed according to contract with MSW. Grant amounts are subject to available funds. Previous MS-WIF recipients are eligible to apply for new projects if they have not received a grant during WIF Round 7. To be considered for a WIF Grant & to receive your application form, please turn in a letter of intent outlining your project by **Friday June 15th, 2018 by 4 pm.**

Main Street Washington wants to support your project in any way we can, so please do not hesitate to ask. We offer:

- Free Main Street Design Assistance from a professional architect.
- Technical publications such as Cleaning & Water-Repellent Treatments, Improving Energy Efficiency, Historic Storefronts, Repair of Wooden Windows, etc.
- Interpretation & further explanation of the Secretary of Interior’s Standards for Rehabilitation.
- Certification for low-interest loans from participating local banks.
- Information & assistance with State & Federal Tax Credit Programs.

Steps in the Application Process:

1. WIF application workshop **Tuesday June 5th, 2018 @ 5 pm** in the Washington State Bank Room @ the Washington Public Library. Come learn about the grant program, how to write a successful application, & how grants are scored.
2. Send a Letter of Intent to Participate (attached) by email or in person to Main Street Washington, 205 W. Main Street Washington, IA 52353 no later than **4:00 pm on Friday June 15, 2018.** [Required for eligibility.]
3. Within a few days, the MS Design Committee will make an appointment to visit your property to discuss your plans [Required for eligibility]
4. Plan the details of the project with your contractor using information from the MS Design committee visit as guidelines. Be sure to contact MSW if you or your contractor have questions.
5. Compute the estimated cost of the project. [Required for eligibility]
6. Complete the application form, attach contractor bids, & return the packet to the Main Street Office, 205 W. Main St., Washington, IA 52353 by **NOON on Thursday June 28, 2018.** [Required for eligibility]
7. Only AFTER the Main Street Board of Directors approves your project may work begin.
8. All invoices & proof of payment must be in our hands by **Friday May 3, 2019.**

RETAIN THIS DOCUMENT FOR REFERENCE

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Program Information for Round 8

Eligibility requirements for all programs will assure high quality, “green” improvements that will enhance our downtown for many years to come. Projects must adhere to the proposed plan. Any changes must be approved by the MS Design Committee prior to completing that portion of the work. A walk-through is required to access grant funds. A partial grant payment may be disbursed once the project has advanced past the point for which that portion of the funds are contracted.

How to Qualify: All commercial properties in the Main Street District are eligible to apply following the steps described on page one. Past WIF recipients are eligible to apply & for funding consideration if they did not receive funds in the last grant award Round 7. Final decisions about borrower eligibility for the low interest loan program will be determined by each individual lender.

The Letter of Intent to Participate must use the form provided. Please include as much information as possible so we can best assist applicants in choosing appropriate materials & methods.

A. Building Improvement- a Grant Partnership with Washington County Riverboat Foundation

Purpose: to Facilitate repairs on commercial buildings in the Main Street District. The proposed work may be interior or exterior, & may include removal of contemporary façade material in conjunction with other façade improvements.

Incentive: Up to \$10,000 per building for approved plans; grant pay 50% of costs up to the amount awarded. Grant funds may be applied to labor & materials.

B. Property Maintenance-

Purpose: A set aside of \$15,000 available for the projects that are important, but tend not to score well like Roofs, Awnings, etc.

Incentive: Up to \$5000 per building for approved projects; grant pays 50% of costs up to the amount awarded.

C. Specialist Consultations- A Grant Partnership with Washington County Riverboat Foundation

Purpose: To assure that planned remodeling in old buildings is safe, & to assist owners in solving structural problems & identifying potential hazards.

Incentive: Up to \$500 per building for an inspection & report from a structural engineer &/or inspection & report from as asbestos inspector; grant pay 50% of costs up to the amount awarded.

D. Low Interest Loan- A local Financial Institution Partnership

Purpose: For new construction or for making improvements to existing building. May be exterior or interior work; no business fixtures or merchandise expenses may be part of the loan.

Incentive: Loans at special WIF terms are available from local lenders. See your bank for details.

Two Funding Examples

	Project Budget	Grant Award	Actual Cost	Grant Amt Paid (50%)
Project A	\$5,000	\$2,500	\$4,657	\$2,328.50
Project B	\$5,000	\$2,500	\$5,240	\$2,500

**Letter of Intent to Participate
Washington Incentive Fund
Round 8 2018**

Letter of Intent is due no later than **4:00 pm Friday June 15, 2018.**

Application forms will be provided at the time the MS Design Committee visits your building.

Completed Application forms due no later than NOON on Thursday June 28, 2018.

Questions? Call Sarah at 319-653-3918

Property Owner Information	Business Information, if different than building owner
Name:	Name:
Address:	Address:
Phone:	Phone:
Email:	Email:

Primary Contact person regarding this project? _____

Project Information: please check all the item being considered for the project.

Roof	Exterior Painting	Handicapped Access
Masonry Work	Signs	Rear Entrance
Basement/Foundation	Awnings	Interior Updating
Heating/Cooling	Storefront Restoration	Upper Story Renovation
Electrical Work	Transom Windows	Metal Ceiling
Site Improvements	Entrances/Doors	Windows
Asbestos Abatement	Engineering Consultation	Design Assistance

Other: _____

Intended Start Date: _____ **Expected Completion Date:** _____

Approximate Project Budget: (bids not necessary at this time)

___ below \$2500 ___ \$2500-\$10,000 ___ \$10,000-\$30,000 ___ Over \$30,000

Signing this document indicates I/We would like a site visit from Main Street's Design Committee.

Building Owner Signature _____ Date _____

Business Owner Signature _____ Date _____

(if different than building owner)

Return this form to Main Street Washington, 205 W. Main St., Washington, IA 52353 by 4:00 pm on Friday June 15, 2018

Main Street Washington, as Grantor, is not liable for any contracts or agreements nor for any damage incurred as a result of this project. Main Street Washington reserves the right to withhold payment of said grant for work that does not comply with the scope of work as contracted between the grantee and Main Street Washington.