Project Guidelines

The purpose of the Façade Grant Program is to restore, improve or create historic architectural features to facades of commercial buildings anywhere within the Hinesville Downtown Development Authority, HDDA, boundary area. This program also strives to improve the curb appeal within the HDDA boundary and make it more inviting to conduct business in Downtown Hinesville.

- 1. Where practical, all building Façades shall be restored to their original period design. If it is deemed not practical by the HDDA Review Board, then a similar architectural design shall be used. All horizontal and vertical features shall be retained.
- 2. If a building does not have a historically significant architectural design or feature, then a proposed compatible design may be submitted to qualify for the program.
- 3. All storefronts shall be designed, constructed, and maintained to complement the architectural features of the building. All accessories, signs, and awnings shall likewise harmonize with the overall character of the building.
- 4. All color schemes shall accent the building as well as harmonize with adjacent buildings. When painting, all color choices must be approved. Historical murals will be considered on a case-by-case basis. Your current signage will need to compliment your new décor or you will need to also replace your sign. New signage is an approved use of grant funds, provided the signage is attached to the building. Please submit a picture of your current sign if you wish to keep it or design a new sign if you are changing it.
- 5. Funds shall be allocated on a first-come basis. Property owners may apply or tenants may qualify to apply for funds upon receipt of written consent of the owner of the building.
- 6. All grant funds awarded require a dollar-for-dollar match expenditure by the owner/tenant. Matching funds may be awarded for up to \$3,500.
- 7. No work for which a grant is sought shall begin until authorized by the HDDA.
- 8. No grant monies or matching monies shall be used to perform general repair, structural, or habitable work or otherwise to meet the code to occupy the building.
- 9. No grants will be made to government-owned properties or tenants in government-owned properties.
- 10. Limit one award per calendar year, per building.

Project Procedures



1. Fill out the application and checklist; submit them to the HDDA with the requested supporting data by the 15th of the month.

- 2. The HDDA Director will review the project and submit the package to the HDDA Board of Directors for consideration.
- 3. Once the Board has approved the project, a written notice will be delivered and work can begin. Material and labor invested in portions of work initiated before receiving approval will not be eligible to receive grant funds.
- 4. Grantee is responsible for obtaining any permits required to do the project. The cost of permitting cannot be part of grant funding.
- 5. When the project is complete the HDDA will reimburse the grantee for the following:
- a. Disbursement for 50% of the pre-approved costs and scope of work will be reimbursed in an amount not to exceed \$3,500.
- 6. The grantee must submit proof-of-payment (paid-in-full statement from contractor, canceled checks, credit card statement, etc.) and photographs of the completed project as a means of requesting disbursement of funds. The HDDA Director may also require a project site visit to be conducted before processing disbursement. If the grantee decides to change the project after approval they must contact the HDDA office. Any unapproved changes will void the grant. Failure to comply with City of Hinesville policy, regulations, and guidelines may cause forfeiture of grant funds at the discretion of the HDDA board.
- 7. The HDDA reserves the right to grant additional money to targeted projects that they believe will have a significant impact on the area. 8. Staff will be available to offer any assistance needed and may seek outside guidance on any project being considered for the grant program.

MISSION

The Hinesville Downtown Development Authority's mission is to create a sustainable, revitalized, and vibrant downtown that is an economic hub while enhancing the quality of life for the community.

VISION

Our vision is to create a community proud of its small-town charm with big-city amenities; progress and preservation work together to create an attractive livable city center and a thriving, diverse marketplace where all are welcome to gather and celebrate our unique heritage and patriotism.

Hinesville Downtown Development Authority sponsors a local matching grant program for façade improvements of commercial buildings within the Hinesville Downtown Redevelopment District. The façade grant reimburses 50% of pre-approved project costs, not to exceed the \$3,500 award amount.



Matching Grant





mainstreet@hinesvilledowntown.com

115 East M.L. King Jr. Drive Hinesville, GA 31313



MATCHING GRANT PROGRAM FAÇADE APPLICATION

			SIDE	
4	Applicant Name:			
в	Business Name:			
Р	roperty Address:			
т	elephone and Email:			
<u>Туре</u>	e of Façade Improveme	<u>nt Planned (note all that apply).</u>		
<u>SIGI</u>		Removal 🗌 New 🗌 Altered 🔲 Repaired		
	 Sign: Provide a color rendering of the design chosen with the dimensions listed. Indicate how & where the sign will be hung on the building and how the architectural style of the building will be complemented. 			
	Lighting: Provide images of fixture(s) with style & color and how the architectural style of the building will be complemented.			
PAIN	I <u>T</u> : Approximate square	e feet of area:		
_	Provide samples of the colors chosen. Define the primary and accent color(s).			
	Indicate where each color will be used and how the architectural style of the building will be enhanced.			
	Submit at least one written estimate from painter of your choice.			
AWI	<u>NINGS</u> : Approximate sq	uare feet of area:	l her	
	Provide information about color, style, and size of selected awning.		spec that	
	Indicate where on the building the awning will be placed, how this will highlight the architectural style, and how it will improve the functionality of the space.			
	IOR FAÇADE ALTERATIO	<u>on</u> :	app of co	
Stru	ctural Alteration:			
	Provide a rendering of	major changes including paint, siding, doors,	Prop	

- windows, and awning colors where applicable.
 Submit a written estimate from at least one contractor, including the
- project timeline and anticipated start date.

MATCHING GRANT PROGRAM FAÇADE APPLICATION CONT'D

SIDEWALK FRONTAGE, PATIO(S) & OTHER OUTDOOR SPACES:

pproximate square feet of area:

- Provide a rendering of the space with color, design element, and the dimensions listed.
- Space must comply with the Americans with Disabilities Act, ADA (at least 36" pathways through or around the space).
- Indicate how this will highlight the architectural style of the building and how it will improve the functionality of the space.
- Note how this change will invite customers to your business and how many customers can utilize the space at one time.

ALL PROJECTS PROPOSED:

- Submit a budget showing contributions (monetary and in-kind) from all partners in the project.
- Submit documentation indicating design and size comply with City codes.
- Submit at least one written estimate for materials and/or labor.
- To be eligible, tenants need to provide a notarized Authorization for Work from the property owner.
- Submit signed Matching Grant Program for Facades Release and Hold Harmless Agreement (included in this literature).
- Submit a copy of your current Occupational License and Certificate of Use, if applicable.

DTHER WORK: (explain)

otal Cost of Project:

Amount Requested (Not to exceed \$3,500.00):

I hereby submit the attached plans, current photos, and specifications/color samples for the proposed project, and understand that these must be approved. No work should begin until I have received written approval. I further understand that the project must be completed within six (6) months and those grant monies will not be paid until the project is complete. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion.

Property Owner Signature

Date

Date

Please Print Name

Business Owner Signature

REL

by _____

() · · / ·

of

In consideration of being gran physical changes to the proper understands that they are sol that those contractors are ful permits by City regulations. T not to sue the Hinesville Down or damages therefore, on acc with City or State guidelines. Releasor(s) agrees that this reas broad and inclusive as per portion of the agreement is he notwithstanding, continue in f Releasor(s) further states that contents of the release and si Releasor(s) obligations and do by the maintaining of any insu-This release contains the enti-

Dated this _____

Property Owner Signature

Please Print Name



MATCHING GRANT PROGRAM FOR FACADES RELEASE AND HOLD HARMLESS AGREEMENT

Release executed on the _____ day of _____, 20___,

(Property Owner/Tenant/Releaser)

_____, Hinesville, GA 31313.

(Street Address)

In consideration of being granted monies for restoration, modifications, signage, or other physical changes to the property located at the above address, the Releasor(s),

understands that they are solely responsible for providing their contractors, and assure that those contractors are fully insured and licensed and have obtained all necessary permits by City regulations. The Releasor(s) waives, releases, discharges, and covenants not to sue the Hinesville Downtown Development Authority for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releasor(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Georgia and that if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Releasor(s) further states that it has carefully read the above release and knows the contents of the release and signs this release as its own free act.

Releasor(s) obligations and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above-referenced event. This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

_ day of _____, 20____,

Witness

Tenant Signature (if applicable)

Witness