

Façade Grant Program
City of Florence
Revised 1/16

Eligibility Requirements

The Façade grant program is available to business and/or building owners that are located in the downtown “H1 Historic District” as defined by the City of Florence Zoning Map.

Façade grant renovation can be used on any exterior portion of the building that is visible to the public. This can include the front, back and sides of the building, exterior doors, windows, shutters, gates and any other decorative elements that are an integral part of the façade.. **Façade grant money may not be used for interior renovations or roof repair.**

Application Process

Applications are accepted at anytime during the year. However, if all available funds have been expended for the fiscal year, the application will not be considered until the next fiscal year.

Application Requirements

The grant application must include a recent price quote for the proposed project from either an architect or a licensed contractor. This quote shall be utilized only for the purpose of determining the amount of grant needed for the project and any costs incurred in obtaining the quote shall be the responsibility of the applicant, not the City of Florence. If the grant is awarded, three bids will need to be solicited and the project shall be awarded to the lowest qualified bid. If desired, the Downtown Development Manager will assist the applicant in obtaining bids.

Guidelines

All work must be completed within 180 days of the awarding of the grant or the City of Florence reserves the right to revoke the grant.

All Downtown projects that involve exterior changes to a building must be approved by the local Design Review Board. In the event that a grant is awarded and the project does not meet the design standards, the City of Florence reserves the right to revoke the grant.

All grants normally require a minimum match of 50%. If financial hardship can be proven, the match can be reduced. If the applicant is applying to have the match reduced, business and personal financial statements for the past two years must be included with the application. This information will be reviewed only by the Downtown Development Manager and shall not be revealed to other parties.

Any improvements completed under the Façade Grant program shall become permanent fixtures of the building. They may not be removed by the business owner or the building owner in the event of the closing or sale of the business or the sale of the building without the express written consent of the City of Florence.



REQUEST FOR REIMBURSEMENT

Downtown Florence Façade, Sign & Design Grant Programs

Instructions:

Please attach copies of invoices from contractors and/or vendors that reflect charges for qualifying expenses. If invoices reflect work that does not qualify for reimbursement, please indicate those items on the invoice.

Name of person requesting reimbursement: _____

Business name: _____

Physical address: _____

Mailing Address (if different from above) _____

Phone: _____ Email: _____

I hereby request reimbursement in the amount of \$ _____ under the terms and conditions of the Façade Sign Design Grant Program.

I declare under penalty of perjury that the foregoing information is true and correct to the best of my knowledge. I authorize the City of Florence to verify the information contained herein with the contractors and/or vendors. I understand that if complete documentation is not provided, this request for reimbursement will be denied. I understand that the City may be required to issue me an IRS Form 1099-G for the grant payments I receive from the City, depending upon the federal tax classification status marked on the IRS Form W-9 that I will be required to complete as a condition of obtaining this grant.

Signature _____ Date _____

Printed Name _____ Title _____

Approved by City of Florence:

By: _____ Date _____