

Carrington Business Façade Grant Program

1. Introduction

The Carrington Job Development Authority (JDA) has made available this BFGP “Business Facade Grant Program”. This grant initiative is being undertaken to support all businesses within the city limits. This BFGP describes the grant program for grants to be awarded.

❖ Background

Over the past years, the City of Carrington has been working on an overall Strategic Plan for our community. Through the Strategic Planning Process, business development was specified by the community and its members as a focus area. As a result, goals, strategies and objectives were developed around this focus area. One of those was for the JDA to initiate incentive plans for our business properties within Carrington city limits.

2. Grant Overview

❖ Eligibility Requirements

The Facade Grant Program is available to businesses and/or building owners that are located in the City of Carrington.

❖ Eligible grant Expenses

Facade grant renovations can be used on the exterior of the building. Corrections of all code violations are required for improvements utilizing the Facade Grant Program. Examples of eligible improvements under this program include, but are not limited to: painting, signage, doors, windows, lighting, awning and cement. All eligible improvements will be determined on a case-by-case basis by the CEDD and JDA Board. Grant funds may NOT be used for normal operating expenses.

❖ 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 JDA. The quote MUST be broken down into labor quote portion and a materials quote portion.

❖ Program Requirements

- Applicants will be required to receive approval for the Façade Grant Contract prior to the commencement of work or new construction.
- All work must be completed or the JDA reserves the right to revoke the grant.
- In order to receive reimbursement, all receipts must be submitted with proof of payment (i.e. cancelled checks) or an invoice from the contractor or vendor.
- Any improvements completed under the Façade Grant program shall become permanent fixtures of the building. They may not be removed by the business owner of the building

owner in the event of the closing or sale of the business or the sale of the building without express written consent of the City of Carrington Job Development Authority. This provision shall not apply if a future change is made to the building for the purposes of further renovations that will enhance the redevelopment of the downtown area.

- If the applicant performs the work himself or herself without a licensed contractor, he or she will have to hire a licensed contractor for certification of meeting all code requirements.

❖ **Matching Grant/Grant Amount**

If the applicant uses a contractor, the amount of the match is a \$1 to \$4 investment or 25% grant (this can include soft costs, i.e. labor) with a maximum award of \$10,000.

If the applicant performs the work himself or herself, the amount of the match is a \$1 to \$3 investment of 33% grant (materials cost only) with a maximum award of \$10,000.

Reimbursement under both circumstances again occurs after completion of the façade improvement with either proof of payment or an invoice from the contractor or vendor.

Applicants will not be awarded more than \$10,000 within a seven year period.

3. Grant process

❖ **Administration**

Grant applications shall be reviewed by the Job Development Authority Board and will require City Council approval. The grant program and its implementations will be reviewed on a year by year basis and is subject to change.

❖ **For Further Information**

If you have specific questions about the Business Façade Grant Program or overall process, please contact the City of Carrington Economic Development Director at 701-652-3919 or via e-mail at cedd@daktel.com

- Additional information may be requested by the Economic Development Director as required to complete the application.