

ADVANCE SHULLSBURG

Downtown Design Grant

WIN UP TO \$5,000 FOR YOUR STOREFRONT!



This is your chance to transform your storefront and boost our downtown district's impact with a grant of up to \$5,000. It is a perfect opportunity to get recognized by the community while we help cover the costs of your project success story.

Award Criteria: Grants will be awarded to projects based on the impact the project will have on the overall downtown district. A variety of factors are considered in determining grant awards including, but not limited to: projected increase in property value, street front visibility, business track record, impact on surrounding area, readiness to proceed, local economic impact, and new use of a high profile property.

Program Details: Grant(s) will be planned but not guaranteed to be on an annual basis. Property owners may apply for up to 50% of total project cost (front facade, exterior renovations only). For example, if your total project cost is \$10,000, you may apply for a grant of \$5,000. If a property owner determines their project will not be completed or timelines have not been met, funds will be reallocated back into the grant pool to be awarded to another property owner. Projects may not receive the total amount requested. Multiple Recipients may be awarded. Grants awarded total \$5,000.

Eligibility: All exterior property improvements must have prior approval from the City of Shullsburg. Projects cannot be started prior to grant approval. Grant projects within the limits of

the historic district will be considered before projects outside the district. Businesses applying must have a staff of 10 full time employees or under.

Use of Funds: Funds are to be used for labor or materials associated with exterior renovations. Examples include: carpentry, masonry, windows, doors, lighting, paint, signs, awnings, roofing (if visible from street level).

Matching Investment: The matching investment must be equal to or greater than the amount being requested on the grant application. The matching investment may not include costs incurred prior to finalization of a signed grant contract.

Reimbursement Process:

If the grantee fails to complete the project by the deadline, or cannot provide proof of matching expenses equal to or greater than the grant award, the grantee must reimburse the grantor for any portion of the grant funds not fully matched.

Contingency: All projects will be required to post a sign in a visible location stating “This project was funded in part by Advance Shullsburg” Upon payment, Advance Shullsburg will write a press release and submit a picture to local media. Project success stories must be available to ASI to further promote the various grant programs.

Important Dates:

- **Application Open:** Monday, July 20th
- **Application Deadline:** Friday, August 7th @12:00pm
- **Grant Recipient(s) Notified By:** Friday, August 14th @12:00
- **Project Completion Deadline:** Thursday, December 31st

All applications to be sent to:

Advance Shullsburg
PO Box 223
Shullsburg, WI 53586

Grant Application:

Applicant Name: _____ Date: _____

Phone: _____ Email address: _____

Property Owner/Owners: _____

Property Address: _____

Total Exterior Project Cost: _____

Grant Amount Requested (cannot exceed 50% of project): _____

Desired timeline for the start and completion of your project: _____

Written description of your project: _____

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Required Attachments:

1. Photos of existing conditions
2. Architectural drawings or rendering of proposed project
3. Copies of estimates, bids, contracts, or quotations to be done in connection with the project
4. Written letter of support from property owner (if not the applicant)