

UPDATE NORTH LA CROSSE!

NORTHSIDE FAÇADE IMPROVEMENT GRANT PROGRAM

NORTHSIDE FAÇADE GRANT APPLICATION FORM

The City of La Crosse, through the generous support of the La Crosse City Council, Economic Development Commission and Planning Department will provide funds to promote facade renovation of commercial buildings, to conserve valuable architecture and to preserve the City’s ethnic and cultural heritage as reflected in its historic structures through a Northside Façade Grant. The grant is available to business and property owners located within ½ mile of the Amtrak Depot Tax Increment Finance District (TID 7). This grant program is supported by the North La Crosse Business Association (NLBA).

APPLICANT INFORMATION

Name(s) _____ Telephone _____
Current Address _____ Email Address _____
City _____ State _____ Zip _____

PROPERTY OWNER INFORMATION

Name(s) _____ Telephone _____
Years Owned _____ Type of Ownership _____
Current Address _____ Email Address _____
City _____ State _____ Zip _____
Property Owners Signature _____ Date _____

PROJECT INFORMATION (costs must be verified by written estimates from contractors)

Name of Business _____ Project Owners Name _____
Project Address _____
Type of Business _____ Upper Floor Use _____
Architect/Designer Name(s) _____ Telephone _____
Current Address _____ Email Address _____
City _____ State _____ Zip _____
Total Estimated Cost _____ Project Completion Date: _____
Brief description of the work to be undertaken _____

Please review the Eligibility Requirements on page 2 of the Application Materials and check appropriately:

_____ I am applying for grant funding as a business/property owner within the designated Northside District.
_____ I have reviewed and will comply with the Northside Façade Grant Program and Commercial Design Standards.

Name _____

Signature _____ Date _____

FOR CITY USE ONLY:

Application Date _____ Approval Date _____ Amount _____ Tax ID number _____

NORTHSIDE FACADE GRANT

ELIGIBILITY REQUIREMENTS

Applicant must be located within the designated Northside District to qualify for the Northside Façade Grant

Please check each line to indicate acceptance of the eligibility requirement. Work that does not comply with the eligibility requirements is subject to reduction or retraction of award.

_____ The design work must be done on the exterior of the building and result in a publicly visible improvement.

_____ Only design work begun **after the grant application has been submitted and approved** will be eligible for a grant.

_____ All design work must comply with the Northside design guidelines.

_____ Only one (1) grant per building address.

RELEASE OF INFORMATION

To Whom It May Concern:

I hereby authorize the City of La Crosse permission to share all application materials with committees and members who will be reviewing my application. I acknowledge that information provided to the City may be released as part of the program requirements and in the reporting and promotion of the program.

CERTIFICATE

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

Name _____

Signature _____ Date _____

For questions and more information:

Andrea Schnick, Economic Development Planner, City of La Crosse (608) 789-8321 schnicka@cityoflacrosse.org

APPLICATION REVIEW

The application package will be reviewed by the City of La Crosse to determine whether the project should receive a grant and determine the amount of the award. In making the determination, the committee will consider the following factors and may give priority to projects that meet the following criteria:

REQUIRED MATERIALS FOR APPLICATION

Application packages must include:

- _____ A completed application form (Pages 1-2)
- _____ Written consent from property owner giving permission to conduct façade improvements.
- _____ Design Cost Estimate from Licensed Architect or Designer.

GRANT REIMBURSEMENT

- When all construction work is **COMPLETE**, submit a request for final inspection and façade reimbursement form.
- After final review by the City, if the completed project has met the requirements, the City will release funding to the building owner.
- Reimbursement can be expected in approximately (1) month after the following documentation has been submitted.

Required Materials for Reimbursement

- Copies of all paid invoices, canceled checks and/or receipts for payment for all of the façade design work covered by grant.
- The invoices must be marked paid, signed, and dated by the consultants. All project expenditures must be paid by check or credit card. Cash payments are not accepted. Invoices should have an itemized breakdown of work done and show the cost of each item (such as X square feet or tuckpointing \$5,000).
- A final copy of the research and/or design must be submitted to the Design Review Board.
- Electronic color photos showing the completed project, photos shall be taken from similar angles/locations as the original submitted photos.
- Construction work must be completed within one (1) year of authorization to proceed by the Design Review Board.

The Design Review Board reserves the right to refuse reimbursements in whole or in part for work that:

- Does not conform to the Commercial Design Standards.
- The façade improvements are not constructed within 1 year. Since the Design Review Board cannot reserve funds indefinitely, your grant may be subject to cancellation if not completed or significant progress hasn't been made by the completion date. Request for extensions will be considered only if made in writing and progress towards completion has been demonstrated.

For questions and more information:

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