

# Sprinkler System Grants

## Fire Sprinkler Grant Program

### **SPRINKLER GRANT GOALS:**

The mission of this program is to increase fire safety, encourage residential development, assist in redeveloping under-utilized upper floors in the City of La Crosse's older buildings, and stimulate more mixed-use building in commercial buildings. This grant helps to provide financial support to carry out fire code enforcement and fire prevention measures for buildings within the city.

### **PROGRAM BENEFITS:**

This program will provide reimbursement grants up to a maximum amount of \$30,000, with a 50/50 match requirement. **All successful applicants must meet the program requirements and go through the approval process prior to beginning any work.** Preference will be given to historic buildings.

### **ELIGIBLE PROPERTIES AND SCOPE OF WORK:**

#### **Eligible Properties**

- Properties must be located within the City of La Crosse
- Buildings shall have been constructed 50 years ago or more
- Applicants must be property owners or building tenants obtaining written permission from the relevant property and/or land owner
- Project must meet all state and municipal codes
- Buildings are required by state or municipal code to install sprinkler systems
- Properties that have under-utilized and/or previously vacant spaces
- Located in a Qualified Census Tract or otherwise negatively impacted by the pandemic
- Are private and taxable

#### **Ineligible Properties**

- Properties with back taxes
- Building owners with back taxes on other properties
- Properties and/or Owners with outstanding citations/orders from Community Risk Management, unless this grant is being used to correct those violations
- Have any debt or municipal obligation due to the City

#### **Eligible Work & Expenses**

- Installation of sprinkler systems
- Alarm system and alarm system installation, in association with installation of sprinkler system

#### **Ineligible Work & Expenses**

- Fire safety community education programs
- Training on fire extinguishers
- Fire safety equipment that does not adhere to a fire service recognized standard
- Fire suppression equipment
- Fire-retardant house gels
- Kitchen suppression systems

## GRANT SELECTION CRITERIA:

### Buy Local

While not required, it is strongly recommended to hire local contractors and craftsmen to help support and strengthen the local economy.

### Applicant Checklist

Applicants should make sure to have all items in the list below included in their submission

- Fire Sprinkler Grant Application Form
- Design plan drawing(s) to scale
- Electronic photos with a key plan illustrating existing conditions
- Contractor's Opinion of Probable Cost/Estimate
- Anticipated work start and completion date

### How To Apply

- After confirming eligibility, the scope of work must be defined. This will require retaining the services of a professional for the design plan and could also include a Contractor to assist in preparing the "Opinion of Probable Cost."
- Fill out all required information on the application form and return to the Planning Dept. Please provide current contact information. If an area does not apply to your project simply write "N/A".
- The "Opinion of Probable Cost" shall list the work to be performed. A minimum of a 10% construction contingency to help cover unforeseen conditions may also be included.
- Submit electronic photographs depicting the existing conditions. (Please keep in mind that photos taken at the same location after project completion will be required prior to final disbursement of funds.)
- For further questions, contact Julie Emslie, Economic Development Administrator:  
[emsliej@cityoflacrosse.org](mailto:emsliej@cityoflacrosse.org), 608-789-7393

### Process for Award of Funds

- After the complete submittal has been received, it will be reviewed by City staff from Planning, CRM, and Engineering/Public Works.
- Applications are reviewed monthly after the 15<sup>th</sup> of the month. In order to be reviewed in any given month, complete applications must be received by the 1<sup>st</sup> of that month.
- Applicants will be notified if their project is "Conditionally Approved" or "Denied" by the 5<sup>th</sup> of the following month their project was reviewed. Applicants who are conditionally approved may receive items requiring action on their part.
- Portions of work on the project utilizing these funds can only begin after receiving a written Conditional Approval from the City.
- When all construction work is **COMPLETE**, request a Reimbursement Form from City Planning staff. All receipts and invoices paid in full must also be submitted (invoices should have an itemized breakdown of work done and show the cost of each item) with the completed Reimbursement Form. City staff will conduct a final inspection.
- After final review, if the completed project has met the requirements and a W-9 is completed, the City will release funding to the applicant.

### Other Program Specifics

- Grants will require a 50% match requirement from the applicant for the eligible work and expenses. For every dollar of grant funds used, at least one additional dollar must be paid toward the project from another source of funding.
- Applications with a residential component will be given priority.
- Grant award amounts are based on a per tax parcel basis.

- All photos, drawings and other documents shall be able to be used by the City for marketing and advertising purposes without any compensation to the Owner or other parties involved.
- Work that does not conform to the proposal submitted, reviewed and approved may be partially or totally rejected.
- Work done that does not comply with all State and Municipal codes will be rejected.
- Work on the project shall commence within 6 months. Projects not completed within 12 months of the date on conditional approval may have part or all of the funding denied. The property is required to be utilized within 6 months of project completion.
- Grant amounts may be reduced at the time of conditional approval due to insufficient funds being available.
- This grant and application process does not preclude or eliminate the City's Design Review process.

For questions and more information:

Julie Emslie, Economic Development Administrator (608) 789-7393 [emslij@cityoflacrosse.org](mailto:emslij@cityoflacrosse.org)