



Downtown Facade Grant Program Rules and Process

Program Goals

The goal of the Downtown Facade Grant Program is to encourage historically appropriate facade improvements to existing buildings downtown in a manner that promotes the success of the businesses while preserving the unique historical characteristics of those buildings.

- Preserve historic buildings
- Implement DREAM recommendations for exterior facade improvements
- Promote a high level of maintenance for the exterior of buildings
- Enhance pedestrian safety by increasing maintenance of building facades in zero setback areas
- Promote commercial vitality and increase economic activity and sales tax revenues
- Maintain or improve existing property values and add to the tax base
- Enhance the overall attractiveness of the community

Eligible Applicants

The applicant can be either the property owner or the tenant of a building that is at least 75 years old and is located within the DREAM boundary. Both the applicant and the owner must sign the application form.

Non-Eligible buildings

Owners or tenants of buildings that have one of the following special circumstances are not eligible to apply until the situation is resolved, if applicable:

- Properties and buildings that have special assessments, real estate taxes or personal property taxes that are delinquent
- Property with outstanding code violation orders, unless these are corrected as part of the project
- Property or buildings in litigation, mediation, condemnation, or receivership
- Exclusively residential property
- Tax exempt property

Eligible Activities

The work paid for by the grant funds or applicant's matching funds can take place on either the front or rear façade of the building and must be visible to the public. The building must be at least 75 years old and located within the DREAM boundary. The types of work that may be funded include, but are not limited to, the following:

- Masonry repair
- Tuck pointing
- Signage
- Awnings
- Window and door repair
- Painting
- Cornice repair
- Building front improvements
- Other

Non-Eligible Activities

- Roof repairs/replacement not related to an exterior facade improvement
- Structural work to foundations or walls, security systems, non-permanent fixtures, interior window coverings, security bars, and barbed wire fencing
- Purchase of property and/or building
- Construction of a new building
- Demolition
- Fixtures, furnishings, and equipment
- Inventory
- Design costs
- Work started or completed before approval of an application and a Notice to Proceed is issued for this Downtown Facade Grant Program

Program Funding

1. Applicants can apply to receive up to a maximum amount of \$1,000 in grant funds per grant cycle.
2. All applicants must provide a dollar for dollar matching amount to their grant request.
3. One grant per cycle (October 1 to September 30) may be awarded per property. A property is considered any individual platted lot or tract of land described by metes and bounds.
4. Any work done prior to the approval of a grant application is not eligible for funding.
5. All grants are awarded on a first-come, first-served, competitive basis starting on October 1.
6. Grant funds are only for actual owner-paid expenses approved by the grant committee.
7. If work is performed by a contractor, the contractor must have a current City of Warrensburg business license.
8. Funding is limited and the amount awarded for a project is at the discretion of the City.
9. Grant is only for actual owner/tenant paid expenses approved by the City.
10. May have to sit one year out if there are an abundance of applications in any given year.

Judging Criteria

1. Projects using Johnson County labor or materials purchased in Warrensburg will score higher.
2. First time applicants will score higher.
3. Projects producing the most visible facade changes and having maximum impact will score higher.
4. Work paid for by the grant funds or applicant’s matching funds must conform to the Secretary of the Interior’s Standards. Information on the standards is available at http://www.nps.gov/hps/tps/standguide/rehab/rehab_index.htm or contact City staff at the number below for a brochure.

Application and Payment Process

1. Complete and submit the application form and attachments to the City of Warrensburg, Community Development Department.
2. Upon receipt of a grant application and packet, staff will determine if the application and packet is complete and contains the necessary information for review. Incomplete packets will be returned to the applicant. Complete packets will be assigned a project number and forwarded to the grant committee for review.
3. If the grant committee determines a building permit may be necessary, the packet will be forwarded to the City of Warrensburg Building Division for review. Once a letter has been issued from the City stating either 1) a building permit is not required or 2) a building permit is ready to be issued, the committee will continue the grant review process.
4. The grant review process may take up to 30 days from the date of application. If a building permit is required, that could extend the review period.
5. If the grant is approved, the applicant must fill out a W-9 form and return to the City.
6. The City will issue a Notice to Proceed which will include the amount of grant funds awarded and the amount of matching funds required.
7. Applicant will complete the work at their own expense.
8. All work must be completed by August 15 of the grant cycle.
9. The applicant will then submit 1) photographs of the completed work and 2) copies of paid invoices to prove how the grant money and match money was spent to the City by September 1 of the grant cycle.
10. Once the work has been approved by the grant committee, the City will pay the applicant the awarded grant amount within 30 days.

Grant Committee

The grant committee will consist of one representative from the Historic Preservation Commission, one representative from Warrensburg Main Street and one City staff person.

Additional Assistance

State and Federal tax credits are available for rehabilitation of historic buildings listed on the National Register of Historic Places. To learn more about the tax credits available, please contact City staff, the Historic Preservation Commission, Warrensburg Main Street or visit www.nps.gov/tps/tax-incentives.htm.

- City staff and the Historic Preservation Commission: 660-747-9135
- Warrensburg Main Street: 660-429-3988

Warrensburg Main Street has secured a price reduction on historic paint colors at local vendors. To learn more about this cost saving opportunity, contact Warrensburg Main Street.