

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
- Buildings that are less than 75 years old
- Buildings outside the DREAM boundary

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 or on an exterior side facade open to a common space or public right-of-way 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
- Painting
- Signage (*no neon or flashing*)
- Awnings

- Window and door repair (*no tinted windows or doors*)
- Exterior lighting attached to building
- Other
- Carpentry work
- Cornice repair

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
- Exterior furniture
- Tinted windows or doors
- Signs with neon or flashing elements
- Work started or completed before approval of an application and a Notice to Proceed is issued by the City of Warrensburg for this grant program

Program Funding

Starting with the October 1, 2021 grant cycle, there will be two categories of grant applications: one for large scale projects (between \$1,001 to \$5,000) and one for small scale projects (between \$0-\$1,000). Only 1 large scale project will be awarded in a grant cycle. Small scale projects will be awarded as funds allow. The private match requirement for each grant will be determined by the table below.

	Total Project Costs	Meets Secretary of Interior’s Standards	Grant Funds (% of total costs)	Applicant Match (% of total costs)
Large Scale	\$1,001-\$5,000	Required	75%	25%
	\$1,001-\$5,000	Not required	50%	50%
Small Scale	Up to \$1,000	Required	75%	25%
	Up to \$1,000	Not required	50%	50%

1. 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.
2. Any work done prior to the approval of a grant application and Notice to Proceed being issued by the City is not eligible for funding.
3. Grant funds and the required private matching funds are to be spent for actual owner-paid, direct expenses approved by the grant committee such as purchasing materials and paying a contractor.
4. All contractors performing work associated with a Façade Grant must have a current City of Warrensburg business license. Business Licenses may be obtained from the City Collector Carl Larkerbrink at City Hall by calling 660-747-9131 or online at www.warrensburg-mo.com/186/Business-Licenses:
5. Funding is limited and the amount awarded for a project is at the discretion of the City.
6. Applicants that have received a Facade Grant in previous cycles may have to sit one year out if there are an abundance of applications in any given year.
7. Information on the Secretary of Interior’s standards is available at http://www.nps.gov/hps/tps/standguide/rehab/rehab_index.htm

Small Scale Projects

1. Applications for small scale projects can be submitted starting October 1 until July 31.
2. Grants for small scale projects are awarded on a first-come, first-served, competitive basis.
3. The small scale grant review process may take up to 30 days from the date the application is received. If a building permit is required, that could extend the review period.

Large Scale Projects

1. Applications for large scale projects can be submitted starting October 1 until Nov 1.
2. Applications received during the October 1 – November 1 application window will be evaluated on a competitive basis.
3. An award for the large scale project to be funded will be announced by December 1.
4. Any large scale application that is not funded, may amend their project and apply for a small scale grant.

Judging Criteria for Small Scale and Large Scale Projects

Applications will be scored based upon the following criteria.

1. Use of Johnson County labor or materials purchased in Warrensburg
2. Whether or not the applicant is a first time applicant
3. Projects producing the most visible facade changes and having maximum impact.

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 attachments, 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 is approved, the applicant must fill out a W-9 form and return to the City.
4. The City will issue a Notice to Proceed which will include the amount of grant funds awarded and the amount of matching funds required.
5. Applicant will complete the work at their own expense.
6. All work must be completed by August 15 of the grant cycle.
7. The applicant will then submit 1) "after" 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.
8. 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

- 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.