

# DOWNTOWN IMPROVEMENT GRANTS APPLICATION WEBINAR



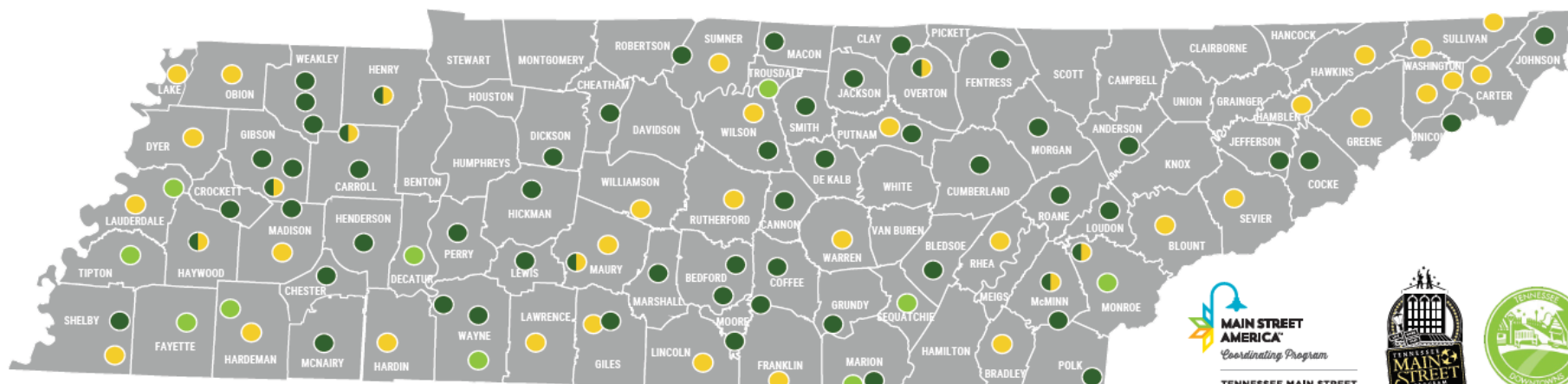
06-29-2021

# Façade Improvement Grants are expanding to Downtown Improvement Grants

- Available to accredited Tennessee Main Streets and Tennessee Downtowns alumni
- Sponsoring organization can be Main Street or other non-profit or city government
- Active design committee required
- Apply now at <https://www.tn.gov/ecd/rural-development/tennessee-main-street-programs.html>
- Deadline is July 31, 2021
- Maximum award is \$150,000 per community



# Main Street and Downtowns Communities



## ● Main Street Communities

Athens – McMinn Co.\*  
Bristol – Sullivan Co.  
Bolivar – Hardeman Co.  
Brownsville – Haywood Co.\*  
Cleveland – Bradley Co.  
Collierville – Shelby Co.  
Columbia – Maury Co.  
Cookeville – Putnam Co.  
Dayton – Rhea Co.  
Dyersburg – Dyer Co.  
Elizabethton – Carter Co.  
Fayetteville – Lincoln Co.  
Franklin – Williamson Co.  
Gallatin – Sumner Co.  
Greeneville – Greene Co.  
Humboldt – Gibson Co.\*  
Jackson – Madison Co.  
Johnson City – Washington Co.  
Jonesborough – Washington Co.  
Kingsport – Sullivan Co.  
Lawrenceburg – Lawrence Co.  
Lebanon – Wilson Co.

Livingston – Overton Co.\*  
Maryville – Blount Co.  
McKenzie – Carroll Co.\*  
McMinnville – Warren Co.  
Morristown – Hamblen Co.  
Mount Pleasant – Maury Co.\*  
Murfreesboro – Rutherford Co.  
Paris – Henry Co.\*  
Pulaski – Giles Co.  
Ripley – Lauderdale Co.  
Rogersville – Hawkins Co.  
Savannah – Hardin Co.  
Sevierville – Sevier Co.  
Sweetwater – Monroe Co.\*  
Tiptonville – Lake Co.  
Union City – Obion Co.  
Winchester – Franklin Co.

● \* Downtowns Alumni

## Tennessee Downtowns

### ● Active Communities

Collinwood – Wayne Co.  
Covington – Tipton Co.

Decaturville – Decatur Co.  
Dunlap – Sequatchie Co.

Halls – Lauderdale Co.  
Hartsville – Trousdale Co.

Madisonville – Monroe Co.  
Somerville – Fayette Co.

South Pittsburg – Marion Co.  
Whiteville – Hardeman Co.

### ● Alumni Communities

Alamo – Crockett Co.  
Arlington – Shelby Co.  
Ashland City – Cheatham Co.  
Athens – McMinn Co.  
Bell Buckle – Bedford Co.  
Brownsville – Haywood Co.  
Carthage – Smith Co.  
Celina – Clay Co.  
Centerville – Hickman Co.  
Clifton – Wayne Co.  
Clinton – Anderson Co.  
Crossville – Cumberland Co.  
Dickson – Dickson Co.

Dresden – Weakley Co.  
Ducktown – Polk Co.  
Erwin – Unicoi Co.  
Etowah – McMinn Co.  
Gainesboro – Jackson Co.  
Greenfield – Weakley Co.  
Henderson – Chester Co.  
Hohenwald – Lewis Co.  
Humboldt – Gibson/Madison Co.  
Huntingdon – Carroll Co.  
Jamestown – Fentress Co.  
Jasper – Marion Co.  
Jefferson City – Jefferson Co.

Lenoir City – Loudon Co.  
Lewisburg – Marshall Co.  
Lexington – Henderson Co.  
Linden – Perry Co.  
Livingston – Overton Co.  
Lynchburg – Moore Co.  
Lynnville – Giles Co.  
Manchester – Coffee Co.  
Martin – Weakley Co.  
McKenzie – Carroll Co.  
Milan – Gibson Co.  
Monterey – Putnam Co.  
Mount Pleasant – Maury Co.

Mountain City – Johnson Co.  
Newport – Cocke Co.  
Paris – Henry Co.  
Pikeville – Bledsoe Co.  
Portland – Sumner/Robertson Co.  
Red Boiling Springs – Macon Co.  
Rockwood – Roane Co.  
Selmer – McNairy Co.  
Shelbyville – Bedford Co.  
Smithville – DeKalb Co.  
Sweetwater – Monroe Co.  
Tracy City – Grundy Co.  
Trenton – Gibson Co.

Tullahoma – Coffee Co.  
Wartburg – Morgan Co.  
Watertown – Wilson Co.  
Waynesboro – Wayne Co.  
White Bluff – Dickson Co.  
Woodbury – Cannon Co.

March, 2021

39 Main Streets

68 Tennessee Downtowns (58 alumni, 10 active, 8 advanced to Main Street)

# Approved Activities for Facades

- Painting *(Although we don't encourage painting historic brick that hasn't previously been painted)*
- Awnings *(New or replacement)*
- Removal of vinyl or aluminum siding
- Brick repairs *(Tuck-Pointing mortar)*
- Windows & doors *(Within historic guidelines)*
- Safety improvements
- Signage on the building
- Improving visible back and side entrances
- Entryway improvements will be considered



# New Activities Allowed



- **Gateway improvements** – Physical improvements including landscaping and signage at the gateway(s) to your downtown.
- **Streetscape improvements** – Physical improvements such as planters, benches, lighting, landscaping that improve your streetscape and unify the district.
- **Courtyard improvements** – Physical improvements to prominent courtyards in your downtown including seating, landscaping, and signage.
- **Wayfinding signage** – Signage that is consistent with your community's brand that directs tourists to places of interest in your town.



# Activate public space for economic development



Tullahoma – quick and expensive change of corner lot into public space



# Activate public space for economic development



All downtowns in Tennessee have unused spaces....

*(this is not a before an after...left is a space between two commercial buildings  
In West TN, right is a new space in Sevierville)*

# Building improvements are still required; 50% of the overall project

*...All kinds of buildings in historic commercial districts  
big or small, fancy or plain*

Main Street Pulaski- 2020 Façade Grant  
217 N Second Street

BEFORE



AFTER



Repainting & Windows



# Design review to make good decisions for historic buildings...

Main Street Pulaski– 2020 Façade Grant  
229 N First Street

BEFORE



AFTER



Repainting / Renovation/ Awning/ Windows

# Goals: Economic Impact and Historic Preservation

Main Street Pulaski- 2020 Façade Grant  
102 W Jefferson Street

BEFORE



AFTER



Awning



# Scoring

- Project Need – 35 points
- Project Impact – 10 points
- Project Plan – 20 points
- Project Feasibility – 10 points
- Community Support – 10 points
- Economic Ranking – Up to 15 points based on county tier level
- Bonus points – 5 points for accredited Main Street communities

# Budget

- Reimbursable grant
- 25% match required (usually paid by property owner)
- Up to 5% can be used for administration
  - Must have some relationship with an experienced grants manager or administrator
  - Admin funds can be split between the grantee and an administrator



# What Are the Clawback Requirements?

- Protecting the Investment
  - To prevent owners from simply selling the property and profiting from the state-funded improvements, the owners must repay the program if they sell the property within 5 years. Part of the owner's obligation is forgiven each year they retain the property
  - Here is the schedule:
    - 0-12 months      100% repayment
    - After 1 year      80% repayment
    - After 2 years      60% repayment
    - After 3 years      40% repayment
    - After 4 years      20% repayment
    - After 5+ years      0% repayment

# Timeline

- Apply here: <https://www.tn.gov/ecd/rural-development/tennessee-main-street/downtown-improvement-grant-program.html>
- Deadline July 31, 2021
- Grantees announced in September
- Monthly reporting required – payments depend on being up-to-date with reports
- Contracts are for 24 months, targeted start date by January 2022.



# What Else is Required?

- Follow the local government procurement policy, or alternately the state procurement policy (obtaining bids over \$10,000), and document compliance
- Annual Title VI training, which is here:  
<https://www.proprofs.com/training/course/?title=NjEwODc3D>
- Monthly, annual and closeout reports
- Avoiding conflicts of interest
- Monitoring by ECD staff conducted halfway through the grant and at closeout

# What to Do Now

- Use your design plans and community branding to develop plans for signage and streetscaping
- Develop your plan to split the funds between façade grants and public improvements. Should be at least half for building improvements. Remember the focus is economic development.
- Get estimates for signage and other planned improvements
- Determine how you'll match the community parts of the grant
- Take the Before photos
- Tell your story – what impact will these improvements have on your downtown?



# Ask if you need sample applications

## *We have lots!*



### Facade Grant Application for Downtown Smithville

The Smithville-DeKalb County Chamber of Commerce is now taking applications from downtown (on the square) Smithville building owners for exterior improvements to their buildings. This funding is available through the Tennessee Downtowns program of the Tennessee Department of Economic and Community Development.

Each approved applicant can receive up to \$4,750 (maximum) in grants when he/she spends a minimum of \$5,150 on pre-approved exterior improvements. Each approved applicant is required to make a 20% investment toward the total project cost to refurbish, upgrade, and beautify downtown facades (building exterior) for pre-approved projects. The split between the grant and applicant is: Grant (Maximum \$4,750) 72% and Applicant (Minimum \$1,400) 28%.

Property /Business Owners: \_\_\_\_\_

Building Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Description of Proposed Improvements / Cost Estimate (attach Contractor Estimates)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email your Application, Contractor Estimates, & a Current Picture of Building Exterior to: [rwilliams@dekalbcountychamber.org](mailto:rwilliams@dekalbcountychamber.org) (or you can bring documents to the Chamber of Commerce Office during normal business hours). Deadline to submit all documents for next consideration is March 10, 2017.

All approved projects must be completed within 6 months of application approval in order to receive the grant.

Upon completion of the project, submit all receipts, invoices, proof of payment, and post improvement pictures to the Chamber of Commerce. Upon receiving all documents, a Post Improvement and Design Committee inspection will take place. Reimbursement should be expected within 8 to 10 weeks of receiving all documentation and post inspection of completed improvements.

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Initials: \_\_\_\_\_

Application Approved / Declined on: \_\_\_\_\_ (date)

Authorized by: \_\_\_\_\_

Tennessee Downtowns Program Committee Member

Authorized by: \_\_\_\_\_

Smithville-DeKalb County Chamber of Commerce Executive Director

Tennessee State Historic Preservation Office Approval: \_\_\_\_\_

Please Note: Funding is NOT Guaranteed.  
You will be notified by the Chamber of Commerce Office.

Are you (or the business that is occupying the building) a member of the Chamber of Commerce with up-to-date dues?

Yes or No \_\_\_\_\_ To request an application:

#### Acceptable Documentation

- Invoices
- Billing Statements only if it shows actual dollar amount showing payment
- Quotes are acceptable if they are accompanied by a receipt
- Itemized receipts which detail what is being purchased, name and transaction date.

#### Unacceptable Documentation

- Order billing invoices unless it has the name of the business or has a check to show it was paid.
- Check stubs unless the actual invoice is attached.
- Credit card receipts
- Invoice with copy of check blocking the invoice.
- Purchase orders are not acceptable unless they are accompanied by a receipt.

If you have any questions, email the Chamber of Commerce.

Initials: \_\_\_\_\_



### Downtown Manchester Revitalization Grant Application

The Manchester Downtown Steering Committee is accepting applications from property owners for Historic Zone structures exterior improvements. Each approved applicant will be required to invest a minimum of 50% of the total project cost to refurbish, upgrade, and beautify buildings in the Historic Zone, and the Downtown Revitalization Grant will invest 50% up to a maximum of \$2,500.

Property Owner: \_\_\_\_\_

Business Address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Description of proposed improvements with cost estimate (Attach contractor estimates):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Deadline for Application: April 30, 2017  
Return to Downtown Steering Committee, 200 W. Fort St., Manchester TN 37355.

All projects will be required to be completed within 6 months of application approval, unless the grantee has prior approval to extend the time due to scope of work. All extensions must be completed no later than May 30, 2018.

After Steering Committee inspection and collection of receipts, reimbursement should be expected within 10 days.

Application Approved / Declined \_\_\_\_\_

Authorized by \_\_\_\_\_ (date)

Manchester Downtown Committee Chairman  
**Reminder:** Exterior changes to any structure within the Historic Zone must have approval from the Historic Zoning Commission and City Codes Dept. Applications for this are available at City Codes Dept.

# Additional Tips

- Set up the program to provide the most benefit for your downtown
- Keep good documentation
- Stretch the dollars as far as you can
- Know your zoning and property requirements
- Ask us questions early on
- Let us know suggestions for improvement anytime – especially since we have made changes this year



# Contact Information

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# QUESTIONS?





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# THANK YOU



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