



City of Waukon Façade Improvement Grant

Purpose

The City of Waukon seeks to provide commercial building owners and their tenants with assistance to improve their structures and property for the betterment of the community.

Application Procedure

Applications will be accepted on an on-going basis until funding has been depleted. In order to receive City funding, projects need to adhere to the criteria and eligibility as listed below. A visual review of your property will be done prior to approval for project to start. Applications may be approved by council upon verification that all requirements have been met. The Council has final determination of the eligibility of projects. Applicants will be notified of award or rejection in writing.

For questions, contact City Hall at 563-568-3491, ext. 3. Applications are available on the City of Waukon website, www.cityofwaukon.com, under applications and forms.

Applications can be emailed to cityclerk@cityofwaukon.com or returned to:
City Hall
101 Allamakee Street
Waukon, IA 52172

The Council meets the first and third Mondays of the month. Submitted applications will be listed on the City Agenda at the next available Council Meeting. Deadline for agenda submittal is 10AM the Thursday prior to the council meeting.

Program Criteria:

- Property needs to be located within the City limits of Waukon.
- There will be a 1:1 Match requirement for any project request with funding limits per project up to \$10,000.
- Must be current on property taxes
- Funds will be available on a reimbursement basis. Receipts of completed work must be submitted and will be reviewed before grant funds will be disbursed.
- Applicants will be required to provide copies of estimate(s)
- Property needs to be in use at the time of application or be in use within 30 days after renovations.
- Project needs to be completed within 6 months from approval date unless a time extension is agreed upon.
- Projects already started or completed are not eligible.
- Must provide proof of property insurance showing the effective dates.
- Visual certification that the project is completed will be required.
- All projects need to adhere to the City Code of Ordinances
- Applicants may only receive funds once every three years based on project completion date.
- The City of Waukon reserves the right to disqualify the recipient if the above requirements are not met.
- The City of Waukon reserves the right to deny any application.

Eligible Activities:

- Masonry Repair/Replacement
- Cleaning or painting of the exterior
- Repair or replacement of entryways, doors, windows or decorative details
- Awnings (may need to check with City to verify awning meetings code requirements)
- Sign installation, removal or repair
- Other repairs that improve the aesthetic quality of the property

Ineligible Activities:

- Improvements which are not permanent in nature
- Work that will alter the historic appearance of the property

Nondiscrimination Statement: In accordance with Federal law, this institution is prohibited from discriminating on the basis of race, color, national origin, religion, creed, age, sex, disability, familial status, political affiliation, citizenship, gender identity, or sexual orientation. This is an Equal Opportunity Program.

City of Waukon Façade Improvement Grant Application

Applicant Information:

Name: _____

Home Address: _____

Phone & Email: _____

Property Information:

Business Name and Address: _____

Property Owner Name (if not applicant): _____

List the project description:

Total Project Cost: \$ _____

Grant Request Amount: \$ _____

(must not exceed 50% of total project cost)

Materials to include with form:

- Pictures of the exterior of the building
- Property Insurance
- Detailed Cost Estimates
- Provide information on portion of project to be paid by City if multiple projects are being done

To the best of my knowledge, all data in this application is true and correct. I understand and agree that in the event I fail to comply with the guidelines of the program, the City may cancel assistance. The City of Waukon will not be liable to any cost incurred in connection with the preparation and submittal of any application. I also understand that my project may be used for marketing purposes. The applicant acknowledges that he or she has read, understood and agrees to the conditions outlined in the above document.

Signature of Applicant: _____

Date: _____

Signature of Owner: _____
(if different than applicant)

Date: _____