



ELEVATE GRANTS

DOWNTOWN FACADE GRANT PROGRAM

ELEVATE DOWNTOWN FACADE GRANT APPLICATION FORM

The City of La Crosse and Downtown Mainstreet, Inc. (DMI), through the generous support of the La Crosse City Council, Economic Development Commission and Planning Department will provide funds to promote facade renovation of downtown buildings. The Elevate Façade grant program will help to conserve valuable architecture and to preserve the City’s ethnic and cultural heritage as reflected in its historic structures. Preference will be given to historic buildings. The grant is also available to businesses and property owners located in the Downtown district that are not historic buildings.

APPLICANT INFORMATION

Name(s) _____ Telephone _____
Current Address _____ Email Address _____
City _____ State _____ Zip _____

PROPERTY OWNER INFORMATION

Name(s) _____ Telephone _____
Years Owned _____ Type of Ownership _____
Current Address _____ Email Address _____
City _____ State _____ Zip _____
Property Owners Signature _____ Date _____

PROJECT INFORMATION (costs must be verified by written estimates from contractors)

Name of Business _____ Project Owner’s Name _____
Project Address _____
Type of Business _____ Upper Floor Use _____
Architect Name(s) _____ Telephone _____
Current Address _____ Email Address _____
City _____ State _____ Zip _____

Primary Facade Cost: _____ Other Facade Cost: _____ Total Building Restoration: _____

Brief description of the work to be undertaken _____

Project Completion Date: _____

Please review the Eligibility Requirements on page 2 of the Application Materials and check appropriately:

- _____ I am applying for grant funding as a business/property owner of a Historic Structure.
- _____ I am applying for grant funding as a business/property owner of a Non-Historic Structure.
- _____ I have reviewed and will comply with the Downtown Façade Grant Program and Design Guidelines.

Name _____

Signature _____ Date _____

FOR ELEVATE FACADE COMMITTEE USE ONLY:

Application Date _____ Approval Date _____ Amount _____ Tax ID number _____
Conditional Approval _____ Items needed to complete _____

ELEVATE DOWNTOWN FACADE GRANT

ELIGIBILITY REQUIREMENTS

Applications will be not accepted if there are any outstanding taxes or fees payable to the City on this or any other property associated with the building or business owner.

An applicant shall qualify for the Elevate Downtown Façade Grant if:

- The property for which the facade grant is being requested is listed on the local historic inventory, on the State or National Register of Historic Places or is potentially eligible to be listed on the State or National Register of Historic Places.
- The applicant is a business or property owner of a non-historic structure.
- The property must be located within the designated Downtown District

Please check each line to indicate acceptance of the eligibility requirement. Work that does not comply with the eligibility requirements is subject to reduction or retraction of award.

- _____ The design work must be done on the exterior of the building and result in a publicly visible improvement.
- _____ Only work begun **after the grant application has approved** will be eligible for a grant.
- _____ All design work must comply with the Downtown design guidelines.
- _____ Only one (1) grant per building address for historic buildings.

HISTORIC PRESERVATION INFORMATION (Required if historic building)

***You must contact Tim Acklin to verify status and process (608-789-7391 or acklint@cityoflacrosse.org)**

Name of Property: _____

Property Address: _____

Local Historic Inventory: _____ State/National Register of Historic Places: _____

Potentially Eligible for State/National Register of Historic Places: _____ Historic District _____

Verified by: _____

NON-HISTORIC STRUCTURE INFORMATION (Required if non-historic building)

Company Name _____

Name of Owner(s): First _____ Middle Initial _____ Last _____

RELEASE OF INFORMATION

I hereby authorize the City of La Crosse and Downtown Mainstreet, Inc. (DMI) permission to share all application materials with the committees and members who will be reviewing my application. I acknowledge that information provided to the City and DMI may be released as part of the program requirements and in the reporting and promotion of the program.

CERTIFICATE

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

Name _____

Signature _____ Date _____

For questions and more information:

LACROSSEDOWNTOWN.COM/LAUNCHLACROSSE

Andrea Schnick, Economic Development Planner, City of La Crosse (608) 789-8321 schnicka@cityoflacrosse.org

Robin Moses, Executive Director, Downtown Mainstreet, Inc. (608) 784-0440 robin.moses@lacrossedowntown.com

APPLICATION REVIEW

The application package will be reviewed by the Elevate Façade Committee to determine whether the project should receive a grant and determine the amount of the award. In making the determination, the committee will consider the following factors and may give priority to projects that meet the following criteria:

REQUIRED MATERIALS FOR APPLICATION

Application package must include:

- _____ A completed application form (Pages 1-2)
- _____ Written consent from property owner giving permission to conduct façade improvements.
- _____ Design Cost Estimate from Licensed Architect based within La Crosse County.
- _____ Photographs with a key plan illustrating existing conditions.
- _____ Historic photos with dates listed (if available).
- _____ Colored, rendered elevations drawing(s) to scale.

SEND GRANT APPLICATION TO

Andrea Schnick, Economic Development Planner, City of La Crosse, 400 La Crosse Street, La Crosse, WI 54601
(608) 789-8321 schnicka@cityoflacrosse.org

GRANT REIMBURSEMENT

- When all construction work is **COMPLETE**, submit a request for final inspection and the façade reimbursement form.
- After final review by the City of La Crosse, if the completed project has met the requirements, the City of La Crosse will release funding to the applicant.
- Reimbursement can be expected in approximately (1) month after the following documentation has been submitted.

Required Materials for Reimbursement

- Copies of all paid invoices and canceled checks for all of the façade design work covered by grant.
- The invoices must be marked paid, signed, and dated by the consultants. All project expenditures must be paid by check. Cash payments are not accepted. Invoices should have an itemized breakdown of work done and show the cost of each item (such as X square feet or tuckpointing \$5,000).
- A final copy of the research and/or design must be submitted to the City of La Crosse.
- Color photos showing the completed project. Photos shall be taken from similar angles/locations as the originals.
- Construction work must be completed within one (1) year of authorization to proceed.

The Elevate Façade Committee reserves the right to refuse reimbursements in whole or in part for work that:

- Does not conform to the Downtown Commercial Historic District Standards or the Commercial Design Standards, whichever is applicable.
- Work that does not conform to the proposal submitted, reviewed and approved by the Elevate Façade Committee may be partially or totally rejected.
- Work done that does not comply with building codes and zoning will be rejected.
- The façade improvements are not constructed within 1 year. Since the committee cannot reserve funds indefinitely, your grant may be subject to cancellation if not completed or significant progress hasn't been made by the completion date. Request for extensions will be considered only if made in writing and progress towards completion has been demonstrated.

For questions and more information:

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