

Pocahontas Façade Grant Program

Thank you for your interest in the Pocahontas Façade Grant Program. The City of Pocahontas has set aside funds to assist property owners for exterior façade renovations in the Business District. The grant matches private investment dollar for dollar up to \$5,000 per building (\$10,000 max. for buildings with multiple frontages).

Enclosed you will find a copy of the program overview, which lists eligible and ineligible improvements, explains the application and review process and details the information required with the application, as well as the grant application.

To become eligible for funding, please complete the application and return it and all other required information as requested to City of Pocahontas at your earliest convenience.

Upon receipt of your application, we will invite you to meet with the Review Committee to discuss your project. The Committee will make the final determination of grant approval.

If we can be of further assistance in the meantime, please do not hesitate to call 712-335-4841 or send an email to pokyclerk@hotmail.com.

Sincerely yours,

Joan DeWall
City Administrator

Pocahontas Façade Grant Program

Overview

This is a grant program available to owners and leaseholders for exterior façade renovations in the Business District including painting, signage improvement, awnings, windows, masonry repair (including tuck-pointing), and lighting. Maximum grant award per building is \$5,000 (\$10,000 max. for buildings with multiple frontages). Applicant must match each grant dollar, one to one.

Program Requirements

- Business or property owner must possess a newly executed lease or a lease renewal for a minimum five-year term or provide evidence of ownership of property.
- Renovation must comply with City code requirements and with the Americans with Disabilities Act.
- Business must present copies of related contracts and paid invoices for reimbursement of approved expenditures.
- Maximum project reimbursement of \$10,000, minimum reimbursement of \$500.

Eligible Improvements

Exterior Façade Renovations including:

- Painting
- Signage improvement
- Awnings
- Windows
- Exterior Masonry repair including Tuck pointing
- Exterior Lighting

Design Guidelines

- The facility improvements are designed in a manner mindful of and complementary to the existing buildings and overall downtown plan.
- The facility should be compatible and complementary with and of nearby buildings' architectural scale, color and proportions.
- All buildings and improvements shall be designed with attention and sensitivity to the historical, architectural and physical content in which they are located. For example, all windows will fit the entire opening of the replacement area to be eligible for grant consideration.

Application and Review Process

- The applicant submits the application to the City Administrator who refers it to the Review Committee, which reviews the applicant's request and makes a final decision on the application.
- All work must be completed within 90 days of approval unless otherwise approved.
- Upon satisfactory completion of the project, copies of all invoices, bids, affidavits and waivers of liens will be submitted to the Review Committee.
- If all of the requirements listed above are satisfied, the Committee will prepare a check in the amount of the grant.
- Change orders will not be covered through the grant, unless the work was approved by the Review Committee.
- Awards are made on a first come/first served basis with limited funds budgeted each year.

Information Required with Application

- Narrative description of scope of work to be performed and various public benefits to result from grant.
- Estimates of the façade associated costs.
- Executed lease or lease renewal, for minimum term remaining of five years, or evidence of ownership of property.

The program procedures described above may be revised by the City at any time without prior notice. The City retains the exclusive right to change, add to, eliminate, or modify the program requirements at any time at its discretion, with or without notice. All awards are limited to available funding.