

Downtown Development Authority
of the City of Douglasville
Façade Improvement Assistance Program

- Purpose:** To assist merchants and property owners through a matching assistance program to facilitate renovations that are consistent with the Historic Preservation “Design Standards” criteria.
- Eligibility:** Current property owners and tenants in the Downtown Development Authority (DDA) service area.
- Objective:** Rehabilitation of downtown building exteriors including painting, awning removal, glass replacement, and other improvements of historical significance (landscaping normal maintenance and upkeep excluded).
- Requirement:** The Douglasville Historical Preservation Commission must approve projects involving exterior changes to historic buildings in the historic district.
- Application Period:** Applications will be accepted year round and awarded at regular DDA meetings in July and December of each year.
- Application Details:** All applicants should submit an application form to the City of Douglasville Main Street Manager. All applications should have design plans and all related bid proposals/receipts for the work completed.
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|-------------------------|---------------------|-------------------------|
| Amounts Awarded: | <u>Job Estimate</u> | <u>Matching Portion</u> |
| | \$1000 (minimum) | \$500 |
| | \$2000 | \$1000 |
| | \$6000 or more | \$3000 |
- Application Deadline:** Application deadline is 60 days prior to its selection. For example, the applications to be reviewed in July need to be in by the last day of April. The applications to be reviewed in December need to be in by the last day of September.
- Review Board:** Douglasville Downtown Development Authority.
- Funding:** Funding is administered through the DDA. Funding of projects is up to 50% of total project cost but shall not exceed \$6000. The Douglasville Downtown Development Authority reserves the right to restrict the amount of funds given during the application period.
- Project Example:** After approval by the Historic Preservation Commission, Ms. Owner decides she would like to apply for façade assistance. Ms. Owner’s gift shop would like to make improvements to her signs and awnings. With a budget of \$1,500, Ms. Owner realizes she needs an additional \$500.00 to complete her project to remove the existing signs and pay for the design work. After completing her project, Ms. Owner applies for assistance. As Ms. Owner meets the criteria, her application is reviewed and approved. Ms. Owner is handed a check for \$500.00.

Frequently Asked Questions

How does the program work?

The Douglasville Downtown Authority (DDA) makes funds available for façade improvements in the DDA service area.

Who is eligible for the assistance program?

Current property owners and tenants in the DDA service area.

What types of projects are eligible?

Eligible projects will visibly improve the unique historic and architectural character of the storefront. Examples include appropriate signage, awnings, exterior painting, and storefront feature restoration. (Maintenance and upkeep are excluded.)

**The Douglasville Historical Preservation Commission must approve projects involving exterior changes to historic buildings in the historic district.*

What help is available to me?

The DDA provides an architectural design rendering and will assist you in planning your project. Further assistance is available through the Georgia Trust for Historic Preservation. A nominal fee will be charged for services provided through the Georgia Trust.

What must I do to obtain the matching assistance?

Complete the application form and return it to the DDA along with a detailed description, drawing, etc. of the design. Tenants must include a letter of permission from the property owner. The DDA will review your application and notify you of a determination of funding and the amount funded.

What is the time line for facade reimbursement?

The façade assistance funds will not be dispersed until all work is completed and reviewed. The grantee must fill out and sign an application that gives all required information and states the grantee understands the rules and regulations, will comply with them, and certifies the information obtained in the application is true and accurate. Reimbursements given in July and December of each year.

Are there any restrictions?

Because limited funds are available, the DDA cannot grant funds to the same façade more than one time. The DDA reserves the right to restrict the number of assistance recipients based on the available funds for that year. The DDA may reject any application it deems necessary for any reason.

Who can I contact for more information?

The Main Street Manager
Douglasville Welcome Center
(678) 715-6092

Façade Assistance Program Application

Applicant's Name _____

Business Name: _____

Property Owner's Name _____

(if applicant is not the property owner, please attach written permission from the property owner for modification to be made)

Contact Person: _____ Phone: _____

Street Address: _____

Mailing Address: _____

(if different)

Brief description of building history, including year built: _____

Description of the proposed renovation/restoration/repair (attach additional pages if necessary) photos, drawings, or other visuals is required depicting completed project or change in façade whichever is applicable:

How much money are you requesting (max. \$3000.00)? _____

Estimate of total costs for renovation/restoration/repair (attach a project budget and/or an explanation of how you estimate your costs): _____

3. Certification

I, the undersigned representative of the applicant, certify that I have read and understand the rules and regulations governing the DDA Façade Program and agree that, if awarded, will comply with the same. I do further certify that the information contained in this application is to the best of my knowledge true and accurate. I understand the DDA has the right to deny any application for any reason it deems appropriate.

Applicant Signature

Date

Applicant Name, Title (Print or type)

Downtown Façade Assistance Program Evaluation Criteria

***Approval of application will be subject to the extent and end result of your restoration project.**

A combination of the following criteria will be considered:

1. Feasibility of the proposal.
2. Improves the exterior appearance of the building.
3. Improves customer access to the business.
4. Creates additional investment in the property.
5. Is historically accurate (the work proposed is restoration or a re-creation of features documented as having existed in the past).

**Applications should returned to:
The City of Douglasville
Downtown Development Authority
6694 E. Broad Street
P.O. Box 219,
Douglasville, GA 30133**