

# **Kimball Main Street Design and Improvement Incentives**

## **Sponsored by the City of Kimball; Economic Development Program LB840**

**GOAL:** To improve the appearance of local business establishments

**PROGRAM OVERVIEW:** Businesses can receive up to **\$3000** in matching funds as an incentive for doing improvement to the exteriors of their building. Total program funds are limited to **\$15,000**. Funds will be earmarked and numbered as applications are approved, disbursements will not proceed until work is completed. Program is on a first come-first served basis. Businesses may receive the following funds based on a matching “dollar-for-dollar” program.

**ELIGIBLE APPLICANTS:** Any business located within the corporate limits of the City of Kimball. Business owner must own building, or permission must be secured in writing from property owner.

### **ELIGIBLE ACTIVITIES INCLUDE:**

- Paint and primer (and associated specific supplies)
- Siding
- Signage
- Lighting
- Awnings
- **Sandblasting of brick**
- Point tucking and brick repair (exceptions shall be made in the situation where actual work is incidental to rest of project and is done in order to better secure signage, decorative corbels, architectural enhancements or awnings.)
- Painting or brick unless previously painted
- **Gutters or drains**
- Chimneys
- Roofs
- Window replacement (exceptions may be made for new windows that result in a significantly different and improved appearance from the street.)
- Permanent landscaping
  1. (This includes trees, bushes, flower boxes, and ‘hardscape’ elements such as retaining walls or screening fences. Landscaping activities that are not included are sprinkler systems, well systems, sidewalks/walkways, flowers, etc.)
- You are eligible to receive credit for up to \$500 for labor performed by yourself, friends or family.
  1. (Tasks shall be outlined, work must be of professional quality, and your initial application must include this as part of the overall cost of project.)
- You are eligible to receive up to \$250 for professional architectural renderings done by a professional of your choice.

### **NON ELIGIBLE ACTIVITIES IN ADDITION TO THOSE ALREADY INDICATED:**

- Any interior work (exceptions shall be made for removing interior covers or walls on transoms/decorative glass that results in a different appearance from the street.)
- Sidewalks or driveways
- Not available to home-based businesses

**PARAMETERS AND ADDITIONAL RULES:**

1. Total project must be \$300 or more.
2. Applicant rebate will not exceed \$3000
3. Sales tax, building permits fees, inspections are not considered part of overall project cost.
4. Applicant must fill out the attached form indicating your project, cost, and timeline.
5. If applicant is unable to complete work, or contract with a craftsman, within 90 days, then applicant must contact the committee chair and inform them that an extension is required. Extensions may be granted for an additional 90 days twice. (For a total of 270 days to complete the work.) After that, if there are still available funds, applicant may reapply.
6. Applicant shall attempt to use local contractors.
7. Applicant shall endeavor to secure materials locally (if possible and practical.)
8. Applicant shall be prepared to provide receipts showing purchases.
9. No materials or work will be considered part of the grant project until the application and work project is approved and applicant has been notified. (Credit may be given for projects initiated up to 60 days prior to program approval; however, applicant does so at risk of not being reimbursed for this work.)
10. Applicant shall attempt to honor general maintenance guidelines on historic building when possible or practical. (In brief, that includes not painting bricked surfaces that have not been previously painted, no sandblasting of existing paint on brick, and proper materials for tuck point procedures.)
11. You should attempt to honor historically correct color for the time of your building. The Design Committee will approve all colors. (Obviously, colors for building constructed in the 60's will be different than the colors of our Victorian buildings.)
12. A reminder that interior repairs are not permitted to be part of the project for this year's incentives. Funds for those projects may be available in future years.

**PROJECT COMPLETION:**

All projects must be completed and verified by committee before rebate will be issued.

## **COMMITTEE:**

Committee will be established by blending representatives from downtown business, LB840, Main Street, and Partners. There shall be a minimum of 5 committee representatives and a maximum of 7. Committee decisions shall remain final unless appealed in writing and facts provided as to why the decision shall be overturned.

## **PROCESS:**

Applicant shall fill out form and submit to City Economic Development Director who will then submit to committee chair. Applicant shall be prepared to attend approval meeting and offer samples, sketches/drawings/ or explanations of work. Committee will approve and indicate whether your project is approved and at what level. At that time applicant will be notified that the project grant request will be submitted for City Council final approval. After City Council approval the successful applicant will be notified and then work may commence and supplies procured. Existing supplies may be used but receipts will be required if you wish to receive credit as part of the project. Note: if you choose to pre-purchase supplies, you shall do so at your own risk that your project may not be approved due to fund availability or project non-adherence.

## **FINAL STATEMENT:**

No personal or business 'financials' shall be required. Project is based on improving the appearance of business properties. However, committee reserves the right to ask for confirmation that business will be able to secure matching funds. Receipts and proof of work will be required.

**Note 1:** LB840 Loan Committee gave approval an additional allocation of \$10,000 to this program in August 2008; program details as outlined above received final approval 04/06.

**Note 2:** On April 7, 2015, Council approved to change the amount to refund to \$15,000.

**Note 3:** On April 7, 2015, Council approved to change the amount of matching funds to up to \$3,000.

## KIMBALL MAIN STREET DESIGN AND IMPROVEMENT PROGRAM GRANT APPLICATION

Name: _____	Phone: _____
Name of Business: _____	Phone: _____
Address of Business: _____	
Project Manager or Contact: _____	
*Building Owner: _____	

\* This program is open to any Kimball Business, however improvements for home based businesses are not permitted at this time. If Business is renting or leasing building, please attach a letter of permission, signed by the owner of the property, giving permission to Business to perform improvements. For more information, or questions about this application, please contact , Economic Development at (308) 235-3639

	Committee Use Only	
	Business	Grant
<b>PROJECT COST</b> <i>Save all receipts and documentation</i>		
PAINT _____		
SIGNAGE _____		
LAND-SCAPING _____		
SIDING _____		
LIGHTING _____		
AWNING _____		
OTHER MATERIALS _____		
_____		
_____		
_____		
<b>LABOR</b> <i>Please list details on what kind of labor will be performed, with time estimates</i>		
PERSONAL (Self, Family, Friends) _____		
Estimated _____ hrs. @ \$10.00 per hour - Not to exceed \$500.00		
CONTRACT LABOR _____		
_____		
ARCHITECTURAL RENDERING (Max. \$250.00) No Required Match _____		
	<b>TOTALS</b>	<b>TOTALS</b>
Committee Recommended Changes to above list:		

**PROJECT DESCRIPTION**

Please describe in detail, the scope of project. Attach paint chips, drawings and any thing else that would aid committee to evaluate your project.

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**AGREEMENT AND CERTIFICATION**

I have read the approved program and agree to its parameters. I also understand that no funds will be issued to me until the project is finished and all receipts/ documentation has been submitted, and verification of completed project has been completed

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

Date received by City  
Economic Development \_\_\_\_\_

Date Referred to City Council \_\_\_\_\_

Date referred to  
Improvement Committee \_\_\_\_\_

City Council Action \_\_\_\_\_

Improvement Committee  
recommendation \_\_\_\_\_

Submission for reimbursement \_\_\_\_\_

**APPLICATION PROCESS:**

After completion of this application, please return to: Director of Economic Development. Application will be reviewed and then forwarded to Improvement Committee. Improvement Committee will make a recommendation and present to City Council for final approval.