

Historic Richmond Façade Grant Pilot Program – Phase II Program Description for Application and Website

Historic Richmond is excited to announce that we are offering a second phase of our Façade Grant Pilot Program! This program is designed to keep the neighborhood in the neighborhood by helping property owners living and working in City Old and Historic Districts (COHDs) maintain their buildings. Based on feedback, we have expanded the COHDs that are eligible to apply and during this phase of the Pilot Program we will be focusing on the Jackson Ward, Union Hill, Church Hill North, Chimborazo, and St. John's Church COHDs.

How it works:

Historic Richmond will provide matching grants of up to \$10,000 to assist in exterior and structural repair, rehabilitation, and restoration projects for owner-occupied buildings located in the target areas. Examples of the types of projects covered include, but are not limited to:

- Windows and doors
- Exterior painting
- Porches
- Roofs and gutters
- Foundation
- Original exterior details
- Structural repairs

This is a competitive grant and funding is limited. Factors that will be considered for selection include:

- Preservation impact of the project - saving historic material and visibility
- Financial need
- Ability to complete the project within the proposed time frame
- Time sensitivity

What is a matching grant?

Matching grants are grants that require the grantee to provide funds equal to or in excess of the Historic Richmond grant funds. Historic Richmond will never contribute more than the applicant has contributed, but the applicant is able to contribute beyond the grant amount.

For example, if you are awarded \$10,000, then you should anticipate spending at least \$10,000 of your own funding as well. However, if the project total came to \$10,000, then

Historic Richmond would match your payment at \$5,000. If the project total came to \$30,000 then Historic Richmond would pay \$10,000 and you would pay \$20,000.

Who qualifies?

- Building must be owner-occupied, either as a primary residence or locally owned business.
- Building must be within the Jackson Ward, Union Hill, Church Hill North, Chimborazo, or St. John's Church COHDs. If you're not sure if you qualify, you can check [here](#).
- Building must be over 50 years of age.
- Proposed work must comply with the Commission of Architectural Review and its guidelines.
- Property must be covered by appropriate fire and property insurance.

How to apply:

To begin the application process, please fill out the application below and send to dporter@historicrichmond.com along with photographs of the property by **Wednesday, July 3, 2024**.

If your application is selected, applicants will be asked to provide proof of matching funds, copies of bid(s) for the proposed project, and supplemental information relating to insurance and licensing before being provided with a formal grant agreement.

Timeline:

The application is due by end of day July 3, 2024. [Applicants will be notified in August.] Once notified, applicants are expected to provide supplemental documents and sign grant agreements within 30 days. Projects must be completed within 12 months of signing the grant agreement and regular check-in's are required.

Grant Agreements and Terms:

All stipulations related to the grant will be detailed in a contract to be signed by the grantee and Historic Richmond before funds are released. In some cases, funds will be reimbursed to applicant and will require documentation and inspection by Historic Richmond before funds are released.

Historic Richmond reserves the right to deny grant funding for any reason. Grants will be considered based on the factors set forth above and will not be based on an applicant's relationship, if any, with Historic Richmond or its staff, board of trustees, auxiliary groups,

or donors. Membership in a Historic Richmond auxiliary group or status as a donor to Historic Richmond is not a prerequisite for being considered for, or awarded, a grant. Members of Historic Richmond auxiliary groups and Historic Richmond donors are eligible to be considered for a grant on the same basis as non-members but will not be given any preferential treatment. Any local, state, or federal taxes resulting from a grant awarded are the sole responsibility of the grantee.

Historic Richmond is available to answer questions before and during the application process to help you determine your eligibility and ensure that a preservation ethic is being adhered to.

Historic Richmond Façade Grant Pilot Program Application

Contact Information

Name: _____

Address: _____

Phone Number: _____

Email: _____

Location/Address of historic structure: _____

Ownership:

1. Do you own your building: Yes No
 - a. If yes, please list all owners and describe ownership structure

 - b. If no, please describe ownership

2. When did you acquire this property? _____
 - a. If the amount of years you have resided in this property differs from when you acquired it, please note how long you have resided within the property as your primary residence or place of business.
3. How did you acquire this property? (Traditional MLS sale, off market negotiated sale, purchased at auction or tax sale, inherited, long term lease, etc.)

4. Do you currently have a mortgage? Yes No
 - a. If yes, what is your total monthly payment (mortgage plus taxes and insurance)? _____
5. Do you own any other real property inside or outside of the City of Richmond?
 - a. If yes, list address(es):

Project:

1. Please describe the scope of work for your project:

2. How time sensitive is your project?
 - a. This project is preventative maintenance
 - b. This project is a necessary repair
 - c. Failure to complete this project will cause further deterioration and/or damage
 - d. This project has a city-imposed deadline for completion
3. Is there anything unique or significant about your building or project?

4. Project Timeline:
 - a. How soon will you be ready to begin the project?

 - b. Approximately how long will the project take to complete once work begins?

 - c. Are there any known supply chain issues or delays?

 - d. Have you spoken with the Commission of Architectural Review or received a Certificate of Appropriateness (COA) for work yet? A COA is required for most work in COHD. Building permits are required for many types of work.

5. Project Cost:
 - a. What is the estimated cost of the project? _____
 - b. Have you received any contractor estimates? _____

6. Project Funding:
 - a. What amount of facade grant funding are you seeking? _____
 - b. Have you applied for any additional grants or funding?

c. How much of your own money are you prepared to invest in your project?

d. Will you be able to match the grant funds if awarded? _____

7. Do you need technical assistance putting together a project?

Grant Impact:

1. Please describe how this grant will impact your ability to complete this project?

2. Will this grant help you avoid displacement pressures or the threat of deteriorated living conditions?

Household Income (for businesses, please contact us for additional questions):

1. What is your total household Annual Gross Income (annual pre-tax income)? This must include income of all adults living in the house. _____

2. How many adults live in your household (including yourself)? _____

3. How many children live in your household? _____

Other:

1. Is there anything else you want us to know about you or your project?

2. How did you hear about this program?

3. Please describe any relationships (personal, family, business) you have with Historic Richmond staff or board members.

By signing below, you represent and warrant to Historic Richmond that all the information provided by you to Historic Richmond in the Historic Richmond Façade Grant Pilot Program Application and any related materials are true and correct. Furthermore you understand that this is a matching grant, subject to additional terms set forth in a grant agreement, and will be able to produce the matching funds if awarded. You understand that projects must be completed within 12 months of signing a grant agreement and regular check-in's are required."

Signature:

Date:

Please type your full name above as an electronic signature