



BUILDING IMPROVEMENT GRANT PROGRAM  
CITY OF GREENSBURG, INDIANA

Restoring downtown Greensburg, one building at a time...

**PURPOSE**

The Alma Taylor Foundation (herein referred to as ATF) Alma Taylor Downtown Building Improvement Grant Program (herein referred to as ATG) was created to encourage and assist in the maintenance and rehabilitation of our downtown commercial buildings.

**AMOUNT**

The ATF will provide up a grant up to \$10,000 each year for downtown building improvement, maintenance and rehabilitation.

**ELIGIBILITY**

Applicants must be the owner of record, mortgagor or contract purchaser.

Property must be located downtown Greensburg. Downtown Greensburg for the purpose of this grant program is defined as an area that is within two blocks of the downtown square.

Buildings must be used for commercial or industrial purposes. Residential and church-related properties are not eligible. If there is a mixed-use property involved in the grant request, only the commercial or industrial aspect will be covered by the grant.

Applicant must provide funds to match the amount of the grant. Additional consideration will be given to applicants that exceed a 50% match.

Applicants must report if they are applying for additional grant money from other organizations for the same project as they are applying for the ATG.

Each property is only eligible for one grant for the duration of the program.

Owners, mortgagors, or contract purchasers of multiple buildings are eligible for multiple grants provided each grant is for a separate building.

**USE OF GRANT PROCEEDS**

The matching grant program is designed to encourage restoration and rehabilitation of original and historic building features that contribute to a distinctive downtown character. Most visible exterior improvements such as storefront renovations, doors, lighting, signage, awnings, landscaping, architectural cornice restoration, replacement windows, and upgrade repairs are eligible for matching grants. Structural items including mechanical systems, roofs, interior design and utility improvements may be considered eligible for grants provided such items are proven to be necessary to maintain the integrity of the building, increase employment or expand business operations.



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Grant proceeds can be used for:

- Exterior renovation of the structure
- Interior modifications and improvements designed to enhance the building

Grants will not be awarded for working capital, property acquisition or refinancing of existing debt.

Grant amounts shall not exceed 50% of any approved project's total cost with a maximum award of \$10,000 per building. Therefore, to receive the maximum grant amount, the total project cost must be at least \$20,000.

All ATG requests are subject to review by the ATF executive board. Grant decisions will be determined on a case-by-case basis.

ATF grants will be distributed to recipients upon successful completion of the project as approved. Changes to an approved project must be reviewed and approved by the ATF executive board. Failure to obtain proper approval may result in a reduction of award amount or the forfeiture of the grant in its entirety. Grant applicants will be required to provide receipts and / or proof of purchase to validate their expenses, financing and investment match.

The ATF executive board will monitor program compliance. The ATF treasurer will administer all ATF funds subject to full board approval.

Upon completion of the project, a bronze placard approved by the ATF must be placed on the exterior façade of the building. The placard will must include the words "Project sponsored in part by the Alma Taylor Memorial Building Improvement Grant". This requirement will help insure the legacy of Alma Taylor lives on and acknowledges her passion for downtown and her generosity.

## **DEADLINES & INFORMATION**

Applications may be submitted at any time; the ATF executive board meets on an as needed basis, and the ATF board meets quarterly. Projects must be completed within six months of approval, unless the ATF executive board grants an extension.

Building permits and other requirements of the city, county or state are the sole responsibility of the property owner.

Applications and/or further information can be obtained by contacting the ATF at:

Alma Taylor Foundation  
PO Box 531  
Greensburg, Indiana 47240



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**ALMA TAYLOR DOWNTOWN BUILDING IMPROVEMENT GRANT PROGRAM APPLICATION**

1. APPLICANT INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Land

Mobile \_\_\_\_\_

Interest in property to be renovated (check one)

\_\_\_\_\_ Owner

\_\_\_\_\_ Buyer on contract

If buyer on contract, who is the property owner?

\_\_\_\_\_

2. PROJECT INFORMATION

Business Name \_\_\_\_\_

Project Address \_\_\_\_\_

City Map Attached (please check) Yes \_\_\_\_\_ No \_\_\_\_\_

Current property Use \_\_\_\_\_

Proposed Use \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed Rehabilitation

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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Project Cost Estimates

Rehabilitation	ATF GRANT	Owner Equity	Other Financing (specify source Including other grants)	Total
Exterior Renovation				
Signage				
Interior Renovation				
Total				

3. REQUIRED APPLICATION ATTACHMENTS

To receive full consideration, the following items must be included with the application (if applicable).

Site plan drawn to scale, at a minimum at 1"=100'. Project location must also be noted on a City of Greensburg map.

Elevations of any facade proposed to be altered, drawn to scale of at least 1/8" = 1'; each elevation drawing should include notations of proposed materials, color, finishes and details. The drawing should clearly show proposed signage (if any).

Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

Clear and identifiable photographs, at least 5"x7" in size, of the building facades and facades of neighboring buildings. If more than one facade is proposed for renovation, photographs of each building facade, proposed as well as neighboring, should be submitted.

Preliminary (written) cost estimates.

Rehabilitation/Construction time schedule, noting start and completion dates.

Applications that have submitted to other organizations requesting grant money for the project.



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CERTIFICATION

I, the undersigned, certify that I have received and read the guidelines and procedures of the ATF Building Improvement Grant Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed and provided the required attachments in accordance with this application.

Applicant Name (print or type) \_\_\_\_\_ Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

Date Received \_\_\_\_\_

Application is \_\_\_\_ APPROVED \_\_\_\_ DENIED Date \_\_\_\_\_

Amount of approved grant: \$ \_\_\_\_\_

ATF Executive Board Authorized Signatures:

President: \_\_\_\_\_

Vice President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer \_\_\_\_\_

**A copy of the certification page of the ATF Building Improvement Grant application indicating if the grant application is denied or approved will be mailed to the applicant within five days of the ATF board decision. If approved, the applicant will have 30 days from receipt of notification to advise the ATF if they intend to proceed with the project.**