



Boonville Now, INC, is not a Government Entity

## FAÇADE GRANT PROGRAM

2025-26

The Boonville NOW FAÇADE GRANT PROGRAM in coordination with City of Boonville is a program intended to provide financial assistance for exterior building façade improvements in the Boonville Now Downtown Historic District. The goal of the program is to stimulate retail growth and catalyze investment through enhanced aesthetics.

Grants will be awarded for 50% of the approved project. The minimum project plan must be no less than \$5,000. The minimum grant amount is \$2500. The applicant will provide at minimum a 50% cash match. The program will provide a maximum of \$100,000 in grant funding for the 2025 calendar year with a maximum award of \$10,000 per applicant. Availability of funding will vary per calendar year.

Grants will be awarded on a reimbursement basis, following an application procedure, review, approval, and construction. Disbursement is contingent upon submittal of paid invoices from contractors and tradesmen and certification of final completion. Partial grant funds can be disbursed after 50% completion of the project at the discretion of the committee

### ELIGIBLE PROPERTIES

- Intended grant recipient properties must be located in the Boonville Now Historic District current boundaries. (See attached map).
- Applicants certify that they are current on all local and state taxes; current on all permit fees; compliant with all local municipal codes; and free of foreclosure status.
- Property must have commercial or non-profit activity as its primary purpose and a copy of the deed must be attached to the application.
- Applicants must provide an executed W-9 with application.

### ELIGIBLE ACTIVITIES (Must be visible from the outside)

- Restoration of original façade (or new façade that meets the approval of the selection committee).
- Cornices, entrances, doors, decorative details or awnings;
- Masonry repair;
- Painting or cleaning as it relates to prepping for painting;
- Other activities that restore the original exterior architecture;
- Exterior cladding, only as part of a larger project;
- Window repair and replacement if part of a larger façade improvement;
- Exterior lighting;
- Roof repairs or replacement.

### INELIGIBLE ACTIVITIES

- Interior work;
- Activities not visible from the public right-of-way;
- Demolition or acquisition of property;
- Permit fees;
- Sidewalk or paving;
- Labor cost performed by the applicant or employees of the applicant.

## **GUIDELINES**

- No work may begin until funding has been approved.
- The applicant must be the owner of the building.
- The amount of the grant can be for no more than 50% of the approved improvements up to a maximum of \$10,000.
- Contractors, electricians, and other tradesmen must be licensed in their field as required by local and state authorities.
- Project eligibility is at the full discretion of the Grant Committee.
- All rules and guidelines are subject to change at any time.
- All work must be completed within 9 months. (applicants can apply for extensions under special circumstances)
- Upon approval of the application and prior to construction, successful applicants will enter into a contract with Boonville Now.
- Once the funding has been exhausted no further projects will be granted for the given year.
- All projects must comply with the City of Boonville municipal codes.
- The property or properties of the owner must not be delinquent of any property taxes, city liens or fines.

## **APPLICATION CHECKLIST: All information below must be turned in with application and checked off on this list.**

1.  A completed application form.
2.  Color photographs of existing conditions
3.  Samples of materials and colors to be used.
4.  Any other documentation necessary to illustrate the visual impact of the project.
5.  Detailed project budget.
6.  Renderings of proposed project.
7.  Local match in place.
8.  Timeline for construction.

## **FAÇADE GRANT PROGRAM**

**Example (Photo Courtesy of the Heart of Jasper)**





**Facade Grant Program Policy**  
**3/1/2025**

**Introduction:**

The grant policy for Boonville Now is a general standard for outlining program criteria to process grant applications consistently. The policies and guidelines shall be based on the fundamentals deemed necessary to award the grant and to protect the major assets of the City of Boonville.

**Geographic Market:**

Grants will only be awarded to properties within the Boonville Now Downtown Historic District boundaries shown in Exhibit A. If boundaries change within a given year, properties within the new boundaries will be eligible the following year.

**Grant Committee:**

The grant committee shall include members recommended by the Boonville Now Board and the City of Boonville. The Boonville Now Executive Director shall be responsible for collecting, processing, and maintaining grant applications and all relevant grant documents.

The Grant Committee will meet monthly or as necessary to discuss pending grant application requests. The Director shall provide the committee members with copies of grant requests prior to the meeting.

**Duties and Authority:**

The Grant Committee will review all new grant application requests to verify adherence to Boonville Now program guidelines. If the application complies with all guidelines and program funds are available, the Grant Committee will recommend the award to Boonville Now Executive Board. The Boonville Now Executive Board will have the final say on all grant awards.

Applicants may request an increase in their grant amounts during construction due to unforeseen circumstances, but at no time will the total award exceed \$10,000. Each request must be approved by the Grant Committee, and any increase will be reported to the Boonville Now Board of Directors. If the increased cost is allocated to renovations that meet the guidelines of the grant program and funds are available at the time of request, the Grant Committee will recommend a grant increase to the Board of Directors.

**Boonville Now Staff Responsibilities:**

Boonville Now's Executive Director will be responsible for assembling the necessary documents for each grant application prior to submission to the Grant Committee for review. The Director is responsible for the verification of completeness and accuracy of all documents associated with the grant application.

A file will be maintained so that any committee member can quickly access the status of the request. The Director will process all grant requests in a timely manner.

In addition to processing, reviewing, and compiling data for grant requests, the Director will keep ongoing records of all files and will monitor all construction projects to ensure procedures are met prior to releasing funds on a project. The Director will monitor and provide status reports monthly to Boonville Now's Board of Directors on all active projects.

**Conflict of Interest:**

Boonville Now executive board members or grant committee members shall abstain their voting privileges when considering an application submitted by any board member or person to whom they are related, whether by birth or marriage or with whom they cohabit or have a business or other financial relationship. A conflict-of-interest form must be executed by Boonville Now executive committee members on an annual basis and be on file in the Boonville Now Office.

**Confidential Information:**

In the ordinary course of business, the Boonville Now Executive Board may be exposed to confidential financial, and company related information. Such information shall be treated with complete confidentiality to adhere to the highest legal and ethical standards. Personal financial information on all applications will be discussed in executive sessions only.

**Grant Programs and Policy Approval:**

All grant programs and policies are to be reviewed annually by Boonville Now's Board of Directors.

Modification to the programs and policies will be recommended periodically as the environment changes or as regulatory requirements dictate. Any changes to these policies will be recommended and approved by the Board of Directors.

**Policy Implementation:**

The Grant Committee, with the assistance of Boonville Now's Board of Directors shall be responsible for implementing this grant policy and may supplement the policy with detailed guidelines and/or procedures from various loan and grant types.

**Exemptions to Policy:**

It is recognized that there will be occasions when legitimate exceptions to this grant policy arise. In no event, however, should an exception be granted which would violate regulatory requirements. Each exception to policy shall be clearly defined in the analysis of the request and formal approval issued by the Board of Directors. In all cases, full justification for the decision is to be disclosed and documented.

Exhibit A (Businesses that border or are within the yellow line are eligible for façade grants)



Boonville Now Historic District Outlined in Yellow

**FAÇADE GRANT PROGRAM**  
**Boonville**  
**NOW!**

**Applicant Information**

Name:
Phone:
Referred by:

**For Office Use Only**

Application
Date:
Approval
Date:
File Number:
Amt
Requested:
Amt
Approved:

**Property Owner Information**

Name:	Years Owned:
Address:	Phone:
Type of Ownership:	Email:

**Business and/or Project Location Information**

Business Name:	Project Owner Name:
Address:	Phone:
Type of Business:	Property Use:

**Proposed Improvements (Attach Additional Pages, Drawings and/or Photos as Needed)**

Description of Improvements:	
Are there other improvements being made to the property that are not eligible for the façade grant? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   If yes, please attach a written description to the application including the dollar amount of said improvements.	
Estimated improvement cost for publicly visible façade:	

The applicant certifies that they own the property where improvements will be made.

The applicant has read and agrees to comply with the policies and guidelines of this grant program and to complete the project within the specified time allowed. All required materials for a complete application are attached to this form. The applicant also certifies that all taxes are paid and up to date.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Attachments:  Deed

Executed W-9

(Return Application with required documents to Boonville Now, Inc., 115 E. Locust St. Boonville, IN 47601)