

Downtown Selma Storefront Improvement Grant Program

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Downtown Selma Storefront Improvement Grant Program

Framework and Eligibility Criteria

Overview:

The Downtown Business Storefront Improvement Grant Program in the City of Selma is a strategic initiative aimed at revitalizing downtown businesses by providing financial support for exterior enhancements. Unlike traditional facade grant programs, this unique initiative distinguishes itself by excluding improvements subject to upcoming design guidelines. Recognizing the ongoing development of these guidelines, the program focuses on eligible enhancements that align with community preferences but do not fall within the parameters of the forthcoming design restrictions. This intentional exclusion is designed to ensure that the grant program not only complements the City's vision for immediately providing resources for improving aesthetics, but also serves as a prelude to include physical façade improvement that will seamlessly integrate with the established design guidelines. Through this phased approach, Selma aims to empower downtown businesses, enhance community aesthetics, and lay the groundwork for a cohesive and visually appealing downtown.

Applicants:

- The applicant must own a business or be a property owner within the downtown business improvement district.
- If the applicant is a tenant, the property owner must also sign the Program application and provide an authorization form to support any improvements made to the building on their behalf.
- Property owners are also eligible applicants.

Eligibility Requirements:

- Retail, restaurant, service, and other commercial businesses (cultural, office, etc.) within the Downtown Business Improvement District boundaries.
- Businesses must be identifiable by an address with an active business license that is current with BID dues.
- Only one application can be submitted per business license per funding cycle.
- Applicants must either
 - ✓ Own the property being submitted for funding; or,
 - ✓ Operate their business at the project site and obtain written authorization from the property owner authorizing the proposed improvements.
- Only exterior improvements listed under the “Eligible Improvements” section of this form qualify for grant funds.
- The submittal of an application does not guarantee reimbursement for funding.
- All proposed improvements must comply with City laws, including but not limited to the Selma Municipal Code, California Building Code, California Fire Code, local sign regulations, zoning ordinances, applicable design guidelines, and the Selma General Plan.
- Anyone doing business in Selma must have an active Selma Business License, to be considered for funding you must provide your 6-digit business license number. *Your business license must be current. You may not be delinquent on your business license fee or BID assessment fee.*
- All required building permits must be obtained before any construction begins.
- All applicants must complete a Form W-9.
- Construction must commence within 45 days after a building permit has been awarded. Improvements must be complete within 6 months (one (1) six-month extension allowed).

Funding Terms

- Grant recipient is responsible for covering remaining project costs that exceed the City’s total grant award.
- Grant funds are issued on a reimbursement basis requiring applicants to furnish a 50% match for the total project cost.
- The Business Improvement District Board reserves the right to define project milestones and reimbursement eligibility.
- The Business Improvement District Board may suspend or terminate the agreement, in whole or in part, if the applicant fails to comply with any term of the agreement or with any of the rules.
- City of Selma employees, volunteers, committee board members, or council members are eligible to apply if they meet all other outlined requirements listed below.

Ineligible Improvements:

- Excludes site plan design, building permit fees, financing or loan fees, consultant fees, items taxed as personal property, reusable/removable items, and unforeseen/contingency fees.
- Excludes improvements to businesses not within the Downtown Business Improvement District boundaries.

Eligible Improvements:

- Removal of unnecessary visual distractions, such as taking down window decals.
- Removal of non-compliant signage but excluding primary signage of the business.
- Removal and or replacement of damaged or outdated door.
- Repairing damaged or outdated window.
- Code deficiencies including ADA compliance upgrades for store entrance (excluding sidewalk)
- Exterior entryway flooring or pavement as part of ingress/egress to building (excluding city sidewalks)
- Installation of permanent lighting attached to your business storefront.

Application Requirements:

- Read and review Program Requirements to confirm your eligibility.
- Complete the program application with attachments and submit it to the BID Committee.
- Attachments:
 - ✓ Provide a PDF copy of an active City- issued business license in good standing.
 - ✓ Provide two licensed contractors' itemized quotes or bids for the total project (valid within the last 60 days).
 - ✓ A construction budget with itemized cost estimates for labor and materials based on bids from a contractor must be paid prevailing wage.
 - ✓ Provide a detailed plan illustrating proposed improvements.
 - ✓ Provide the property deed with legal description (for owner verification). Alternatively, you can provide a notarized affidavit from the owner.
 - ✓ If a tenant is applying, they must have a signed letter from the building owner approving the project.
 - ✓ Submit a photo of your storefront where the improvements are being proposed.

Processing of Application:

- Application completion by building owner(s) or tenant business owner(s) with building owner's written approval.
- Submission of a detailed site plan illustrating proposed improvements.
- Applications received will be reviewed on an ongoing basis. Please reference the "Timeline" section of this document for review dates.

Approval Procedures:

- The BID Committee will act as the reviewing committee for Business Improvement grant applications.
- If any BID board member has a stake in the project, such as being a business owner, property owner, or has any vested conflict of interest, they are ineligible to score the application and must recuse themselves.
- The BID Committee will publish scoring criteria with a minimum score for qualifying projects.

Post-Approval Procedures for Storefront Improvement Program Reimbursement:

- Project construction is to commence within 45 days after approval.
- Completion of all construction within 6 months, with an opportunity for one six-month extension. Reimbursement upon project completion, proof of payment, and unconditional waivers/releases.
- No reimbursements if any program requirements remain unsatisfied.

Program Funding Awards and General Guidelines:

- Funding is awarded on a first-come, first-served basis until budgeted funds are exhausted.
- Reimbursement amounts: 50% of eligible improvements, with a minimum funding amount of \$500 and a maximum funding amount of \$10,000 provided through the program.

SB 975: Prevailing Wage Legislation

In the last year, the California Department of Industrial Relations ("DIR") has issued a number of new determinations of prevailing wage applicability in various publicly assisted projects. In almost all of those determinations, the DIR found that public agency assistance to the projects triggered prevailing wage requirements. The prevailing wage requirements were changed even further by the Legislature's adoption of SB 975, which dramatically expanded the coverage of prevailing wage requirements to projects involving almost any sort of public subsidy. Under current law, prevailing wages are required to be paid on any public works project in excess of \$1,000 (Labor Code Sections 1770 – 1774). A public works project is defined as a work of "construction, alteration, demolition or repair work done

under contract and paid for in whole or in part out of public funds" (Labor Code Section 1720).

Types of Assistance Requiring Prevailing Wages Under SB 975.

SB 975 defines "paid for in whole or in part out of public funds" as any of the following:

- The payment of money or the equivalent of money by a state or political subdivision directly to or on behalf of the public works contractor, subcontractor, or developer.
- Performance of construction work by the state or political subdivision in execution of the project.
- Transfer of an asset of value for less than fair market price.
- Fees, costs, rents, insurance or bond premiums, loans, interest rates, or other obligations that would normally be required in the execution of the contract, which are paid, reduced, charged at less than fair market value, waived or forgiven.
- Money to be repaid on a contingent basis.
- Credits applied against repayment obligations.

Exceptions to Prevailing Wages Under SB 975.

- SB 975 contains certain exemptions, the most important of which are as follows:
- Private residential projects are built on private property, if the project is not built pursuant to an agreement with a state agency, redevelopment agency, or local public housing authority.
- Public agency contribution of funds for public works if the public agency "maintains no proprietary interest in the overall project" (but prevailing wages must be paid on the public works project).
- Public agency reimbursement of costs "that would normally be borne by the public."
- Public subsidy to a project that is "de minimis in the context of the project."
- Affordable housing projects where the only public subsidy is redevelopment low- and moderate-income housing funds.
- Affordable apartment projects financed with multifamily mortgage revenue bonds (for bonds allocated before December 31, 2003).
- Single family housing projects financed with single family revenue bonds (for bonds allocated before December 31, 2003).
- Affordable apartment projects which receive federal or state low-income housing tax credits (for tax credits allocated before December 31, 2003).
- While there is no "grandfather clause" contained in the text of SB 975 itself, the DIR has sent out a notice that SB 975 will not be applied against "public works projects advertised for bids" prior to January 1, 2002.

Downtown Selma BID Boundary:



**Only businesses situated within the designated Downtown Business Improvement District qualify for funding through the downtown storefront improvement grant.*

Downtown Selma Storefront Improvement Grant Program Application

Applicant Name: _____

Name of Business: _____

Address of Business: _____

Mailing Address (if different): _____

Phone Number: _____ Email Address: _____

Are you the business owner? Yes ___ No ___

Are you the property owner?

___ Yes

___ No, but I have attached a letter of support from the property owner.

Total Project Cost _____ x .50 = **Total Requested:** _____

Signature of Applicant: _____ Date: _____

Please see page 9 for the list of required attachments.

Downtown Selma Storefront Improvement

APPLICATION REQUIREMENTS

- Read and review Program Requirements to confirm your eligibility.
- Complete the program application with attachments and submit it to 1710 Tucker Street, Selma.
- Attachments:
 - ✓ Provide a PDF copy of an active City- issued business license in good standing.
 - ✓ Provide two licensed contractors' **itemized** quotes or bids for the total project (valid within the last 60 days).
 - ✓ A construction budget with itemized cost estimates for labor and materials based on bids from a contractor must be paid prevailing wage.
 - ✓ Provide a detailed plan illustrating proposed improvements.
 - ✓ Provide the property deed with legal description (for owner verification). Alternatively, you can provide a notarized affidavit from the owner.
 - ✓ If a tenant is applying, they must have a signed letter from the building owner approving the project.
 - ✓ Submit a photo of your storefront where the improvements are being proposed.

How to Submit:

Gather your attachments and submit them to 1710 Tucker Street, Selma, CA 93662, or email your complete application packet (signed cover page + attachments) to AliciaA@cityofselma.com.

Questions:

All questions can be directed to Alicia Aguirre through email AliciaA@cityofselma.com or by calling (559)891-2223.

Deadline:

Grant funds are allocated based on the scoring of Storefront Improvement Grant Applications in a competitive, first-come-first-served manner until all funds are used up. To see the scoring rubric visit www.cityofselma.com.

Downtown Selma Storefront Improvement Grant Program Scoring Rubric

	Exceptional (30 pts)	Meets Requirements (15 pts)	Needs Improvement (5 pts)	TOTAL
Application & Eligibility	<ul style="list-style-type: none"> ▪ Application complete ▪ Property is in eligible area ▪ Proposed improvements are eligible ▪ New business to district 	<ul style="list-style-type: none"> ▪ Application somewhat complete ▪ Property is in eligible area ▪ Proposed improvements are not all eligible ▪ New business to district 	<ul style="list-style-type: none"> ▪ Application not complete ▪ Property is not in eligible area ▪ Proposed improvements are not eligible ▪ Not new business to district 	
Project Scope	<ul style="list-style-type: none"> ▪ Project makes quality permanent improvement to space ▪ Project increases the commercial property values downtown ▪ Property owner providing generous tenant improvement funding in addition to the grant ▪ Location of building/current vacancy/square footage 	<ul style="list-style-type: none"> ▪ Project makes some quality permanent improvement to space ▪ Project somewhat increases the commercial property values downtown ▪ Property owner providing some tenant improvement funding in addition to the grant ▪ Location of building/current vacancy/square footage 	<ul style="list-style-type: none"> ▪ Project makes no quality permanent improvement to space ▪ Project has little impact on the commercial property values downtown ▪ Property owner providing no/little tenant improvement funding in addition to the grant ▪ Location of building/current vacancy/square footage 	
Value of Proposed Project	<ul style="list-style-type: none"> ▪ Project brings a new elevated dining space to district ▪ Value of total investment made is substantial ▪ Number of jobs created is substantial ▪ Estimated revenue per square foot when operational is substantial 	<ul style="list-style-type: none"> ▪ Project brings a new dining/retail space to the district ▪ Value of total investment made is somewhat substantial ▪ Number of jobs created is somewhat substantial ▪ Estimated revenue per square foot when operational is somewhat substantial 	<ul style="list-style-type: none"> ▪ Project brings a dining/retail space to the district ▪ Value of total investment made is low ▪ Number of jobs created is low ▪ Estimated revenue per square foot when operational is low 	
TOTAL SCORE				