



MIKE COOPER
Mayor

CITY OF COVINGTON

ECONOMIC DEVELOPMENT

317 North Jefferson Avenue

Post Office Box 778

Covington, Louisiana 70434

phone 985.898.4715

fax 985.867.1205

website www.covla.com

FACADE GRANT PROGRAM AND APPLICATION

The purpose of the Facade Grant Program . . .

is to encourage both renovation and repair of existing buildings while at the same time promoting and encouraging new businesses throughout Covington's downtown historic district.

These funds are provided by the City of Covington and approved and awarded by the Covington Historic District Commission (CHDC). They are meant to serve as a modeling grant incentive program. This program will benefit not only the individual applicant but the entire downtown area as well. The facade grant is a one-time award. The maximum grant allowed for an individual property will be \$1,000.00 per fiscal year and requires dollar for dollar matching funds.

Improvements of the facade or "front of the building" may include—

Restoration of storefront, signage, awnings, painting and lighting.

Applicants for grants will be considered on a first come, first served basis. Each applicant must submit a preliminary application to the CHDC for approval. Approved applications will reserve funding for those projects for six months after such preliminary approval is granted by the Commission.

Accurate estimates of work to be done must be included on the preliminary applications, and proof of payments, including canceled checks, must accompany any final request for payment of grant funds. A completion report to compare final product to initial request may also be required.

Material alterations planned to any building within the Historic District . . .

must have a Certificate of Appropriateness from the CHDC. Highest priority will be given to those applicants whose completed projects will, in the opinion of the CHDC, have the greatest visual impact on the Covington downtown area. If no determination can be made as to impact, priority will be given to those applications with the earliest chronological date. Members of the CHDC and their related interests will not be eligible to receive grants.

Application Date _____ / _____ / _____ Application must be submitted prior to start of work.

Street Address of Project _____

Name of Business or Building _____ Square Footage _____

Present Use of Building _____

Applicant Name _____ Mailing Address _____

Email _____ Phone Number _____

Owner's Name _____ Mailing Address _____

Email _____ Phone Number _____

Applicant has reviewed Historic District Downtown Design Guidelines

Signature of Applicant _____

REQUIRED ATTACHMENTS:

- () Certificate of Appropriateness from CHDC
- () If applicant is not owner, provide owner's letter giving approval of proposed work on the building
- () Attach map indicating location of building
- () Attach photographs showing the entire front of building
- () If changes are proposed for the display windows or doors or other elements of the facade, attach a drawing (does not have to be professional drawing)
- () If changes of signs or awnings are proposed, attach photographs or drawings of the type of signs or awning
- () Signed estimates to complete the work, preferably two for each project.

_____ / _____ / _____ Date work is to begin

_____ / _____ / _____ Date work is to be completed

Scope of work to be completed	Cost
Clean and repair brick	\$ _____
Repair store front windows and door	\$ _____
Repair upper floor windows	\$ _____
Repair transom windows	\$ _____
New awning (see attached drawing)	\$ _____
New sign (see attached and note placement)	\$ _____
Paint wood	\$ _____
Lighting	\$ _____
Other _____	\$ _____
TOTAL PROJECT COST	\$ _____
Requested Grant Amount	\$ _____
<small>(50% of project cost not to exceed \$1,000 per fiscal year)</small>	
Matching Funds 50%	\$ _____

NOTE: *These are reimbursable grants. The owner must submit bills and receipts to the City at the completion of the project to be reimbursed for the grant award. If awarded, the applicant agrees to provide the necessary documentation.*

Date _____ / _____ / _____ **Applicant** _____

Reviewed by CHDC _____ Date _____ / _____ / _____ Paid () _____

() Approved / Amount \$ _____ () Denied _____

Mayor _____ CHDC _____