



Dear Grant Applicant,

Thank you for your interest in the Renew Arkadelphia Exterior Renovation Grant program.

The Renew Arkadelphia Exterior Renovation Grant is a grant located in Arkadelphia, Arkansas dedicated to improving the overall quality of life in the city. A key aspect of improving the quality of life in a community is ensuring a strong and healthy economic climate. One of the ways we do this is by providing facade improvement grants to local businesses to help revitalize buildings. The grants are intended to assist owners and occupants with updating or improving building facades, increasing curb appeal, and supporting the continued success of commercial operations. Expected outcomes include attracting patrons, creating job opportunities for residents, increasing the tax base, and supporting creation of other neighborhood amenities. We are excited to be able to assist you with improving your business property. Included in your application packet, you will find the Grant guidelines, which help explain the basics of the application process, and a copy of the application form. Feel free to contact us with any questions you may have.

Once your application is prepared, return it with all attachments and addendums by digital submission via email. You may also mail or hand deliver the application along with all attachments. We do not accept faxed submissions.

We look forward to reviewing your application and participating in your update.

Sincerely,

Jon Merryman

Executive Vice President and Chamber Director

Arkadelphia Alliance and Chamber of Commerce

Jon@arkadelphiaalliance.com

Renew Arkadelphia Exterior Renovation Grant

Grant Guidelines

1. The Renew Arkadelphia Exterior Renovation Grant is a 50% matching grant to assist small businesses in Arkadelphia with costs associated with renovating their commercial or retail property. The grant covers exterior renovations only.
2. The Arkadelphia Area Chamber of Commerce will match half of a business tenant or a building owner's investment with a maximum grant amount from the Chamber of \$2,500.
3. Applicants must be a member in good standing of the Arkadelphia Area Chamber of Commerce.
4. Buildings should be currently occupied by an active business or should be occupied by an active business within 30 days of the completion of the project.
5. Only exterior renovation projects qualify for this grant. Projects that qualify include: Removal of deterioration; exterior cleaning; re-painting; repair/replacement of exterior doors or windows; installations of canvas awnings; installation of permanent signs; landscaping; sidewalks; paving parking areas; replacing old pavement or concrete with green spaces. Other exterior projects can be approved on a case-by-case basis.
6. Recipients of the grant must submit their project plans including paint/awning colors to the Chamber prior to commencement of the project. Once the Chamber has approved the project, construction/work can begin. Any changes to the approved project plan must be authorized by the Chamber to be eligible for matching funds.
7. No interior renovation costs can be applied toward the applicant's matching expenditures.
8. In-kind labor or materials do not count toward the applicant's matching portion. Only contracted labor, materials, supplies, or rented equipment can be counted toward the matching 50%.
9. Applications, with a detailed description of the work to be done and price

estimates for the work, must be completed before the work begins.

10. The grant amount will be paid to the applicant only when the work is completed and the vendor has been paid. You must submit receipts for the work before we can reimburse you for the grant.

11. All projects should be started within 3 months of the approval of the application and should be completed within 12 months or grant funds can be put back into the grant pool.

12. All renovations must meet all applicable codes. Failure to comply will result in an automatic refusal of the application.

13. Applicants may only apply for one grant per funding cycle.

14. Applications will be reviewed by a selection committee and award notice will be made by July 1st.

15. Grant funds cannot be used to pay for deductible costs on insurance claims or repairs covered by insurance.

16. If you are not the owner of the building, the building owner must indicate approval of the proposed project by signing this application.

17. The Arkadelphia Area Chamber of Commerce requests that local vendors be utilized for project work. This is not a requirement but preference will be given to applications that are using vendors located in Clark County.

I have read and completely understand that I must comply with all of the above conditions and the conditions mentioned in the grant application to qualify to receive a reimbursement of 50% of the project cost (up to \$2,500) at the end of my project.

Applicant Signature _____ Date _____

Renew Arkadelphia Exterior Renovation Grant

Grant Application

SECTION I

Name of Applicant

Name of Business

Address of Business

Phone # _____

Fax # _____

Email (required)

The Applicant is _____ Property Owner _____ Business Owner _____ Other
(specify)

Do you lease/rent? ()Yes () No

If yes, when does your lease expire? _____

Length of time doing business at your present address? _____

Building Owner (if different from applicant)

SECTION II

The following are required with your application. Please check that you have included them.

- _____ Two color photos showing the existing building and/or property conditions.
- _____ Any sketches of the proposed project such as measured plans, site plans, etc.
- _____ Paint color samples if painting is part of the project.
- _____ Awning colors and materials if part of the project.
- _____ Completed Project Form (attached).
- _____ A one to three page description of the project (please attach).

SECTION III

Please check which improvements you will make under this grant:

- _____ Removal of old materials - Please specify what will be removed
-

- _____ Safe cleaning of brick or stone exteriors
- _____ Re-painting
- _____ Repair/replacement of exterior doors or windows
- _____ Installation of canvas awnings
- _____ Re-pointing of brick facades
- _____ Installation of a permanent sign
- _____ Historic reconstruction
- _____ Sidewalks
- _____ Paving of parking areas
- _____ Removing old concrete foundations

SECTION IV

How much do you estimate the total project will cost?

How long do you estimate it will be until you start the project?

How long do you estimate it will be until you complete the project?

I agree that changes to the portion of the project covered by Arkadelphia Chamber funds must be approved by the Arkadelphia Chamber prior to reimbursement.

()Yes ()No

SECTION V

Applicant Signature _____ Date _____

Building Owner Signature _____ Date _____
(If different from applicant)

Renew Arkadelphia Exterior Renovation Grant

Project Form

Applicant Name

Applicant Address

List of Eligible Project Expenses (include materials, supplies, paid labor and rented equipment)

VENDOR	EXPENSE
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<hr/>	<hr/>
<hr/>	<hr/>
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<hr/>	<hr/>

Total Expected Project Invoices

Property Owner's Amount (Minimum of 50%)

ACOC's Amount (Maximum of 50% or \$2,500 whichever is less)
