

*Planning and Community Development
 City of Eden
 308 E. Stadium Dr.
 Eden, North Carolina 27288*



***Planning and Community Development
 Building Rehabilitation Grant Program Application
 (Revised February 1, 2023)***

The purpose of the City of Eden Building Rehabilitation Grant program is to provide assistance and economic incentives to business owners to renovate and improve their properties. This program aims to increase economic activity, preserve the historic character of each property, and encourage the preservation of Eden’s unique architectural assets. Applicants are eligible for up to 33.3% of the actual improvement costs – up to a maximum amount of \$5,000. Projects must meet all eligibility requirements, and complete the items listed in this application, to be considered to receive funding.

PROPERTY ADDRESS:	
-------------------	--

I. Applicant / Business Owner Information

Business Name:	
Business Owner:	
City / State / Zip Code:	
Phone / Email:	

Property Owner Information (If Different From Business Owner):

Property Owner Name:	
Property Owner Address:	

Phone / Email:	
----------------	--

*If the business is a partnership or corporation - attach a sheet listing name, address, and telephone number of each partner (or proof of who can sign for the entity).

*Please provide proof of ownership (or lease agreement) of the considered property.

II. Description of proposed improvement project

Please provide a detailed description of the planned improvement project:

*Attach at least three (3) photos of the project space in its current condition to this application, in addition to a photo of the exterior of the property.

III. Cost of the improvement project:

Please provide cost estimates for the planned improvement project:

Total Project Cost: \$

Grant Funds Requested: (See page 3 for grant limits) \$

Please attach an itemized listing of costs or estimates from a minimum of two (2) licensed contractors.

IV. Applicant's Acknowledgements

Please read and initial all of the following:

No funding will be awarded for private residences or non-commercial use buildings.

The undersigned applicant agrees to utilize any grant funds received in strict conformance with the guidelines set forth by the City of Eden.

The undersigned applicant acknowledges that the grant application must receive approval by the City of Eden before any construction or improvements can commence. No grants will be awarded on an application if work has been started or completed.

The undersigned applicant acknowledges he/she will be required to obtain proper permitting through the Planning and Community Development department before any application will receive an “approved” grant award. This includes any changes required to obtain a building permit. Variances and/or zoning change requests must be handled prior to award approval.

The undersigned acknowledges that “cash receipts” submitted for reimbursement will not be accepted due to auditing requirements - NO EXCEPTIONS. The undersigned applicant shall pay for materials and services by check, money order or by credit card. Verification of payment shall be submitted with reimbursement request.

Only properties located within designated downtown or historical districts (Draper Village, Olde Leakesville, The Cook Block, The Boulevard) are eligible for this program.

All applicants must provide a completed W-9 form with this application to be considered for funding.

The project must be completed within a year of application approval to qualify for reimbursement.

The City of Eden shall have no liability for workmanship, design, or construction related to the project receiving grant funds under this program.

The undersigned applicant agrees to allow the City of Eden to photograph the project for use in future publications should the undersigned receive a grant under this program.

V. Funding and Eligibility

Under this grant program the applicant may request up to 33.3% of total project costs, up to a maximum amount of \$5,000.

- Work done by owner or applicant will not be funded for labor.
- Applications will be evaluated by the City of Eden Planning and Community Development staff. Scope and amount of grant funding will be determined on a case-by-case basis.
- The City of Eden reserves the right to reject any and all applications that do not meet the standard criteria.
- Property owners or tenants may apply, however, if the application is completed by a tenant, the owner of the property must sign the application as well.

- Properties are eligible to receive funding no more than once every two years.
- Applicants must submit receipts of work completed before funding will be received.

VI. Examples of Eligible Expenses

- Fire sprinkler system installation or upgrade – including any needed water service improvements to accommodate a food or beverage service business in accordance with code requirements
- Restoration of historic interior architectural features – including ceilings, light fixtures, floors, and architectural detailing
- Heating, ventilation, air conditioning, and drainage improvements
- Plumbing improvements
- Interior construction to rehabilitate a building to accommodate a new business or service
- Significant exterior repair – including replacement of doors, windows or building reconstruction.
- Masonry repair and/or restoration
- Signage adhering to overall business aesthetic or historical architecture.

VII. Examples of Ineligible Expenses

- Building or land acquisition
- Design services, including architectural and/or interior design
- Emergency or safety related demolition expenses
- Flood, fire, or water damage repairs
- Furnishings, equipment, or personal property not in relation to permanent building structure
- Legal or permit fees
- Maintenance work (i.e., general repairs to maintain existing conditions)
- Landscaping
- Parking lot resurfacing
- Pest extermination
- Work proposed on property with an active code compliance citation
- Work begun prior to application submittal and approval
- Work begun prior to obtaining necessary permits.

VIII. Applicant's Signature

Applicant's Name

Applicant's Signature

Date

Owner's Signature (If different than applicant)

Date

***PLEASE RETURN COMPLETED APPLICATION TO CITY OF EDEN PLANNING AND COMMUNITY DEVELOPMENT – LOCATED IN EDEN CITY HALL. FOR ANY QUESTIONS REGARDING THIS APPLICATION – PLEASE REACH OUT TO CITY OF EDEN GRANTS ADMINISTRATOR @ 336-623-2110 EXT. 3040**

City of Eden use ONLY:

Amount Awarded: _____

Economic Development Representative: _____

Department Director: _____

Date: _____