

Alma Taylor Foundation Building Improvement
2024 Grant Program
For Historic Downtown Greensburg Indiana
Restoring downtown Greensburg, one building at a time.

DEADLINE FOR SUBMISSION: December 23, 2023

ABOUT

The Downtown Greensburg Development Corporation d/b/a The Alma Taylor Foundation (ATF) is an Indiana not-for-profit corporation located in Greensburg, Indiana.

PURPOSE

Greensburg's historic downtown square is a vital part of the community, and the purpose of the ATF is to encourage and assist in the maintenance and improvement of commercial buildings located in the historic downtown district. In order to fulfill its purpose, the ATF administers a grant program wherein grant funds may be awarded for the maintenance and improvement of qualifying buildings.

THE GRANT PROGRAM

The ATF grant program provides reimbursement of matching grant funds to approved applicants. **There is a lifetime maximum grant award of \$20,000 per building address.** Please check with the ATF Board regarding the amount of funds currently available for the particular building address. The grant applicant (business "Owner" or building "Owner") **must first pay the full cost of the approved project.** After the Owner has paid the full cost, the ATF will reimburse the Owner for the approved grant amount which may not exceed one-half the full cost of the project up to \$20,000, or any remaining amount available of the \$20,000 lifetime amount.

ELIGIBILITY

An applicant must be the owner of record or contract purchaser of a commercial building located in Historic Downtown Greensburg. This is defined as the area within two blocks of the Greensburg downtown square. A commercial building is defined as being a building used for commercial purposes and not for residential (including residential rentals), church-related, or other purposes. If the building is of mixed use, only the commercial portion of the building is eligible for a grant.

If the grant applicant is the commercial business owner, the building owner must also sign this grant application to verify their knowledge and approval of the proposed project to the commercial area.

APPROVED USES OF GRANT PROCEEDS

The program is designed to encourage the maintenance and improvement of commercial buildings located in the historic downtown district with an emphasis on the preservation of historic building features that contribute to the distinctive character of Historic Downtown Greensburg.

Grant proceeds can be used for exterior structure renovation, interior modifications, and/or improvements designed to protect and enhance the buildings. Visible exterior improvement such as storefront renovations, doors, awnings, landscaping, architectural cornice restoration, and replacement windows are eligible for the grant program. Structural items that are necessary to maintain the integrity of the building, increase employment, or expand business operations may be eligible for the grant program such as: mechanical systems, roofs, interior design, and utility improvements.

Grant funds cannot be used for the purchase of interior décor such as wall paint or floor coverings, display units, furniture, or any equipment used in the daily operation of the business. Grant funds are not available for working capital, property acquisition, or refinancing existing debt.

GRANT APPLICATION SUBMISSION AND REVIEW

1. Grant applications are subject to approval by the ATF Board. The owner cannot start the grant project until notice of the project approval is received, in writing, from the ATF Board Secretary. Special exception on the project start date will be given in the case of emergency repairs such as: repairs to leaking roofs, unexpected heating or air conditioning malfunctions, or vandalism. Notice of the emergency must be given during the initial contact for approval.
2. The application must be submitted on the ATF's 2024 official application form and in compliance with the published deadlines. Upon receipt of an application, the ATF Board may schedule a meeting of the Board of Directors where applications may be presented for review. The ATF may deny a grant application for any reason or for no reason.
3. The Board may not be held responsible for statements made by individual Board members outside the Board meetings.
4. Building permits and other requirements of the City of Greensburg Engineering, Planning and Zoning, Decatur County, or State of Indiana are the sole responsibility of the property owner.

DISTRIBUTION OF GRANT FUNDS

1. Grant funds will be distributed upon successful completion of the project as specified in the approved application.
2. Any project deviations or changes will void the grant award unless the deviations or changes are approved by the ATF board.
3. **Projects must be completed, including submitting itemized invoices showing proof of full payment and copies of cancelled checks, to the ATF Treasurer within twelve months of application approval. No Exceptions. Failure to complete the project within twelve months will void the grant award.**
4. If circumstances beyond the control of the applicant cause the completion date to be extended, the applicant is permitted to apply for an extension. The ATF board may grant an extension to the applicant not to exceed three months.

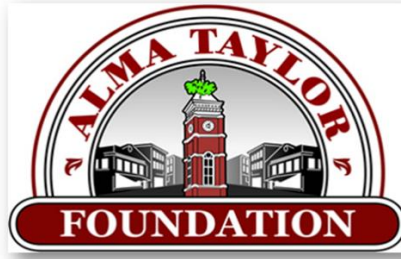
Please sign below that you have read and understand the ATF 2024 Grant Guidelines:

Building Owner: _____ Date: _____

Business Owner (if applicable): _____ Date: _____

CONTACT INFORMATION

Alma Taylor Foundation
P. O. Box 531
Greensburg, Indiana 47240



**BUILDING IMPROVEMENT GRANT PROGRAM
DOWNTOWN GREENSBURG INDIANA**

2024 GRANT PROGRAM APPLICATION

1. APPLICANT INFORMATION

DATE _____

Building Address

Building Owner (Full legal name as shown on the mortgage or title)

Building Owner Authorized Representative (Corporation officer or Legal Rep)

Building Owner Home Address

Building Owner Phone

Business Name

Business Owner

Business Owner Home Address

Business Owner Phone

Business Owner(2)

Business Owner(2) Home Address

Business Owner(2) Phone

**ATF BUILDING IMPROVEMENT GRANT PROGRAM
DOWNTOWN GREENSBURG INDIANA**

2024 GRANT PROGRAM APPLICATION

2. PROJECT INFORMATION

Project Address _____

City Map Attached? (please check) Yes No

Current Property Use:

Proposed Use:

Proposed Rehabilitation:

**ATF BUILDING IMPROVEMENT GRANT PROGRAM
DOWNTOWN GREENSBURG INDIANA**

2024 GRANT PROGRAM APPLICATION

Project Cost Estimates

Rehabilitation	ATF Grant	Owner Equity	Other Financing (Specify Source)	Total Project Cost
Exterior Renovation				
Interior Renovation				
Total				

Note: This is a 50% matching reimbursement grant. The amount in the ATF Grant column must not exceed 50% of the total project cost or the application will be rejected. The applicant must spend the total project’s cost amount and provide verifiable receipts to be eligible to be reimbursed.

For example: ATF Grant = \$5,000, Owner Equity = \$5,000, Total Project Cost = \$10,000.

Owner must provide \$10,000 in verifiable paid-in-full receipts to get a grant reimbursement check for \$5,000 which is equal to 50% of the total cost.

The applicant shall provide the ATF with written proof of full payment for the cost of the project by providing paid-in-full receipts and cancelled checks prior to reimbursement. NO EXCEPTIONS.

3. REQUIRED APPLICATION ATTACHMENTS (To receive full consideration, the following items must be included with the application (if applicable)).

- Site plan and/or sketches and photographs. Clear and identifiable photographs, at least 5” x 7” in size of the building facades and facades of neighboring buildings.
- Preliminary (written) cost estimates
- Rehabilitation / Construction time schedule, noting estimated start and completion dates.

**ATF BUILDING IMPROVEMENT GRANT PROGRAM
DOWNTOWN GREENSBURG INDIANA**

2024 GRANT PROGRAM APPLICATION

CERTIFICATION

I, the undersigned, certify that I have received and read both the guidelines and procedures of the Alma Taylor Foundation Building Improvement Grant Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed and provided the required attachments in accordance with this application.

I, the undersigned, further certify I understand that after the project is successfully completed, I must provide receipts marked paid in full by the contractor and cancelled checks to the Treasurer of the Alma Taylor Foundation before reimbursement can be made.

The Treasurer will verify the documentation, conduct a site inspection and make a recommendation to the ATF Executive Committee. If approved, a check will be issued.

Building Owner Name (print or type) _____ Date _____

Building Owner Signature _____

Business Owner Name (print or type) _____ Date _____

Business Owner Signature _____

*******OFFICE USE ONLY*******

Date Received _____

Application is: _____ APPROVED _____ DENIED

Date _____

Total Grant Amount Approved \$ _____

Total Amount Reimbursed \$ _____

ATF Authorized Signature(s)

Title

