

Cochran Downtown Development Authority Façade Grant Program

What is the purpose of this program? The Downtown Development Authority (DDA) developed this program to partner with downtown property owners in order to enhance and maintain the beauty and charm of the downtown area.

How does this program work? Matching grant funds are available for façade improvements in the designated DDA Downtown District. The Downtown District is defined as First Street to Third St and Dykes Street to Ash Street (see map). The amount of the grant is at the DDA's discretion. Commercial tenants or property owners may receive reimbursement of 50% of the cost of an approved store front renovation but no more than \$1500 in matching grant monies.

What type of project is eligible? Priority will be given to buildings with inappropriate facades, facades that cover intact, historical components and/or windows or facades that are unsightly or in disrepair.

Eligible projects will visibly improve the unique historic character of the storefront. Examples include but are not limited to appropriate signage, awnings, exterior painting, and window, door, and storefront feature restoration. These funds are available for exterior improvements only and may be applied to a front, side or rear facade, provided the facade faces a public street or parking area. The DDA must approve projects before construction begins. The DDA reserves the right to reject any proposal.

What must I do to receive the grant?

- **Complete a facade grant application along with all required information, and turn it in to the DDA office located at 102 North Second Street, Suite A, Cochran, GA 31014. If you are a tenant, include a letter of permission from the property owner. Applications will be received until funding is spent for the year.**
- **The Downtown Development Authority will review the facade grant applications and notify those who are to be awarded grants within 30 days of application.**

What steps must be completed as part of the process?

1) BEFORE

- Photograph. Photograph the façade in its current state.
- Design. Prepare a design, drawing, or narrative explaining proposed changes.
- Estimate. Provide a written estimate of the cost of work by major repair item.

- Application. Submit the required application along with photographs, designs, letter of permission (if required) and estimates to the DDA Executive Director. You may submit additional documentation to support your request.

2) DURING

- Receipts. Keep all invoices, receipts, and canceled checks as well as any other proof of payment showing the amounts paid for the materials and components of the façade work.
- Photographs. Photograph work progress and completion.

3) AFTER

- Submit photos, invoices, receipts, canceled checks and any other proofs of payment to the DDA Executive Director for review and reimbursement.
- Facade improvement work must be completed by November 30, 2021, and all required items must be turned in at that time.
- The Cochran Downtown Development Authority will review these items along with the completed project and disburse grant award.

Are there any restrictions? Because limited funds are available, the DDA reserves the right to reject any project that it determines to be non-conforming, contains non-conforming elements, or does not achieve the purpose of the program. Properties with existing violations of zoning or sign ordinances are not eligible. Properties with past-due City taxes are also not eligible.

**Cochran Downtown Development Authority
Façade Grant Application**

Applicant Name: _____

Business Name: _____

Applicant's Mailing Address: _____

Property Address: _____

Phone Number: _____

Description of work to be completed (use back of application as needed): _____

Estimated total cost of work: _____

- All applications must be accompanied by written estimates.
- Copies of building permits must be included when such permits are required.
- All projects involving painting must include a sample of the colors to be used.
- Projects involving signage must be accompanied by a copy of the approved Cochran Sign Permit Application.

The owner of the property assumes all responsibility for insuring that contractors are properly licensed and insured. The property owner assumes all liability related to the project.

Name of property owner: _____

Signature of property owner: _____