



Atlanta City Development Corporation Downtown Façade and Signage Improvement

Dear Business Owner:

The Atlanta City Development Corporation is interested in revitalizing the downtown area of Atlanta, and we wish to partner with business owners like you in order to complete this task. It is our desire to improve the quality of buildings in the downtown area in order to promote activity in the downtown area, bring businesses back to vacant buildings, and increase traffic volume in the district which will ultimately positively impact the economic forecast for our city. We are willing to do this by providing Building Façade and Signage/Awning Grants through this Economic Incentive program.

In this packet you will find an application to be considered for a Building Façade or Signage/Awning Grant. We have put this together in hopes that we can assist you in applying and make your project and this grant program successful. Before you apply, there are a few things that you need to know:

- First, these grants are available for all buildings that fall within the ACDC's service district, whether new or existing businesses. These program funds will be awarded on a reimbursement basis, and all work must be completed and receipts submitted for payment. However, a proposal must be submitted and approved before work is begun. *For a detailed description of our district, please refer to the following document.*
- Second, the board will only consider applications that clearly demonstrate an improvement to the overall aesthetic and commercial quality of the downtown area.
- Next, the application submitted will need to include very detailed plans for construction or improvement, including building materials, colors, scaled sketches, etc. The more descriptive your application, the better chance you have of being funded.
- Also, all proposed enhancements must be permanent in nature. No temporary materials or improvements will be considered.

Now that you have a basic understanding of the program, please look over the attached application and contact me if you have questions, concerns, or need more information. It is the desire of the Atlanta City Development Corporation Board of Directors to partner with you and make this process as smooth and productive as possible for the overall good of downtown Atlanta. Please let us know how we can make that a reality!

Serving you,

David Graham
Executive Director
Atlanta City Development Corporation



Atlanta City Development Corporation Geographical Boundaries of Downtown District

The directors of the ACDC set geographical boundaries of that define and border the downtown district.

Those boundaries are Louise Street to the west, Haw Creek to the east, Thomas Street to the south and Miller Street to the north. The ACDC directors approved these boundaries on January 31, 2011.





Downtown Façade and Signage Improvement Program Application

Instructions: It is important to complete this form as accurately and completely as

Applicant Information

Business Name: _____

Contact/Owner Name: _____

Mailing Address: _____

Daytime Phone: _____

Email Address: _____

Building Information

Physical Location of Downtown Building: _____

Do you lease or own the building? Lease Own

If leased, please provide the name and contact information for building's owner:

Name: _____

Phone: _____ Email: _____

Planned Improvements

Please check all that apply:

- | | |
|---|--|
| <input type="checkbox"/> Signage | <input type="checkbox"/> Window/Door Replacement |
| <input type="checkbox"/> Canopy/Awning Install, Repair or Replace | <input type="checkbox"/> Mortar Joint Repair |
| <input type="checkbox"/> Rear Building Façade | <input type="checkbox"/> Cornice Repair/Replacement |
| <input type="checkbox"/> Removal of Aluminium Slipcovers | <input type="checkbox"/> Other – Describe in Attachment #1 |
| <input type="checkbox"/> Brick or Wall Surface Cleaning or Repair | |
| <input type="checkbox"/> Painting/Patching Façade Walls | |

Required Attachments

Attachment #1 - Describe in detail the scope of work involved in the project. Define the materials to be used in construction and the color of any paint materials. Details are important in order to process the application.

Attachment #2 – If applicable, please attach drawings. We do not require formal design plans, however we require scaled sketches or photos of very similar project work. For example, if you are installing an awning a photo of a similar awning is permitted.

Attachment #3 – Include any estimates you have received for the project and provide the name(s) of any general contractor or subcontractors you plan to use.

Return completed application and attachments to the ACDC office at 101 N. East Street or mail to:

David Graham
Atlanta City Development Corporation
PO Box 908
Atlanta, TX 75551



**Required Project Cost Information
Funding Worksheet
*Staff Use Only***

Façade Program

Total Cost of Improvements \$ _____

Amount Funded @ 60% \$ _____

Sign Program

Total Cost of Signage \$ _____

Amount Funded @ 60% \$ _____