

Estelline Façade Grant Program

Guidelines

Sponsored by Estelline Economic Development
Estelline, South Dakota

Purpose:

The Estelline Economic Development Committee is dedicated to preserving, protecting and enhancing the Estelline community. The Estelline Façade Grant was created to encourage and assist investment into business façades by making improvements for the purpose of preserving the architectural character that is unique to Estelline.

Program Overview:

The Estelline Façade Grant Program aims to stimulate private investment in Estelline by providing matching grant funds for façade improvements. Eligible projects will be considered for up to a 50% match, meaning the fund may match dollar-for-dollar up to the maximum grant amount of \$2,500. The façade that is improved must be the exterior of a business.

Eligibility:

1. **Property Location:** Only buildings used as a business located in Estelline are eligible to apply for funds. Priority will be given to Main Street storefronts, but all are encouraged to apply.
2. **Ownership:** Applicants must have ownership interest in the property. Business owners who wish to apply must provide the written approval from the property owner to qualify.
3. **Frequency:** A property improved under this program is eligible for additional façade funding.
4. **Compliance:** All proposed improvements must comply with Estelline zoning regulations, building codes, and the Historic Preservation process, when applicable.
5. **Historic Preservation Considerations:** Buildings which are individually listed on the National Register of Historic Places may need to complete an additional application.

Eligible Improvements:

1. Exterior Improvements
 - a. Façade painting
 - b. Exterior wall restoration
 - c. Repair, replacement, or preservation of significant façade details
 - d. Repair, addition, or replacement of cornices
 - e. Repair, addition, or replace windows (window treatments ineligible)
 - f. Repair, addition, or replace doors
 - g. Repair, addition, or replacement of awnings consistent with the aesthetics of the downtown area
 - h. Repair, addition, or replace signage
 - i. New construction eligible for 5% of total cost. (Maximum amount applies)
2. Historic Preservation
 - a. Addition of architectural details or façade elements consistent with the aesthetics of the downtown area.
 - b. Removal of false fronts, panels, and other incompatible exterior finishes and materials.
3. Accessibility Improvements: Building accessibility and public access improvements such as adding ramps.
4. Materials and Labor: Expenses related to the purchase of materials and hiring of labor necessary to complete the approved interior renovation and rehabilitation projects.
5. Professional Services: Fees for architects, engineers, consultants, and other professionals directly involved in the planning and design.

Ineligible Improvements:

1. Interior Renovations: No portion of the funds may be utilized for interior improvements of the building.
2. Routine Maintenance: Grants typically do not cover routine maintenance tasks like regular cleaning or minor repairs that are considered part of the property owner's ongoing maintenance responsibilities.
3. Non-Compliance: Improvements that do not comply with local zoning or historic preservation guidelines, or building codes may be ineligible for funding. Window treatments such as smoky glass are not eligible for reimbursement.
4. Labor & Fees: Labor done by the business or property owner (if they are not accredited/licensed), building permits & fees are all non-reimbursable expenses.
5. Excess Costs: Expenses exceeding the approved budget or project scope are ineligible for reimbursement.
6. Temporary Installations: Grants may not cover temporary installations or improvements with a short-term impact, such as seasonal decorations or banners.

Application Process:

Applications can be obtained from the Estelline Economic Development website.

1. **Submit Application:** Applicants must submit a completed application along with all required information and documents:
 - a. Current digital photos of all building façades visible from the public right-of-way which will receive improvements
 - b. Project plan which includes enough detail to depict the proposed improvements and a narrative outlining all of the proposed improvements
 - c. Cost estimates, including signed bids from a licensed contractor with detailed costs for each improvement.
 - d. **Due Date for Applications:** Applications accepted until all funds have been awarded for the 2026 fiscal year.
2. **Review and Approval:** A review committee will evaluate each proposal. Based on funding availability and selection criteria, successful applicants will be notified. Should funding not be available at the time, applicants will be notified and placed on a waiting list.
3. **Grant Award:** Approved applicants will receive a Conditional Grant Award Letter specifying the grant amount and any additional considerations/requirements.
4. **Project Forms:** Before any work may commence, the applicant will need to submit any required permits or approvals. Without these forms, the applicant will not be eligible for reimbursement. See City staff for these forms.
5. **Reimbursement:** The applicant must submit a copy of paid invoices or receipts they wish to be reimbursed for. Estelline Economic Development will disburse grant funds to the applicant following a final inspection to verify that the work is consistent with the approved grant application and plan. Reimbursements will not exceed the amount on the conditional award letter. Approved grant funds are available to the applicant for one (1) year from the date of the Conditional Grant Award Letter. Reimbursement checks will be issued within 60 days and will be made payable directly to the applicant.
6. **Additional Considerations:** No portion of the funds may be utilized for work completed prior to the receipt of the Conditional Grant Award Letter. Work shall commence within 90 days after receiving the Conditional Grant Award Letter and must be completed within 180 days. Extensions may be granted at the discretion of Estelline Economic Development Committee; however, it is up to the applicant to contact the committee if an extension is requested.

Selection Criteria:

The level of funding, if any, is at the discretion of the review committee but should be consistent with how each project or proposal meets or exceeds the criteria listed below. Not all criteria apply to every project or proposal.

1. Project eligibility/feasibility
2. Design
3. Adherence to historic preservation design guidelines, if applicable
4. Availability of funds