



CITY OF HARLAN, IOWA

DOWNTOWN UPPER STORY / FAÇADE GRANT APPLICATION
Harlan City Code Chapter 26, Harlan Historical Preservation Commission
Property that is located in Exhibit A Map is eligible for these grant funds. (See Attached)

**Application for 2025/26 Grant Period must be submitted by
4:30 PM on January 31, 2025**

_____ Application for Façade Grant (per Secretary of Interior Standards of Rehabilitation)

_____ Application for Upper Story Grant (non-owner occupied)

Applicant Name: _____ File No: _____

Mailing Address: _____ Date Filed: _____

Email Address: _____ Phone: _____

Property Owner: _____ Grant Amt Requested: \$ _____

Property Address: _____ Parcel ID#: _____

Acting on Behalf of Owner? _____ (If so, attach proof of owner's consent)

Year Building Erected: _____ Is Building Occupied? _____

Current Building Use: _____

Description of Project: _____

ALL ITEMS MUST BE ATTACHED TO APPLICATION: (See Attached Samples):

_____ Drawing of Proposed Project with dimensions with photos (when possible)

_____ Proposed material List and estimated costs / bids

_____ Proposed Contractor(s) and contact information

_____ Estimated Completion Date

_____ Letter of intent to fund by Banker (if funding is being sought)

- Façade Rehab (windows, doors attached enhancements are considered Façade and need to be of the era of the building). All awnings must be constructed of fabric only and can be roll-out or rigid structure.
- Improvements to facade in abutting alleys will not be eligible for grant funds.
- All items need to be complete and submitted with this application to be eligible for consideration.
- The City shall pay no more than \$750 per linear foot per parcel number to Owner for a new upper story non-owner-occupied residential improvement or \$250 per linear foot per parcel number for a façade, awning project, and/or attached enhancement(s)
- Grants are subject to availability of funds from the City of Harlan. If there are more requests for funding than funding available for the current Fiscal Year, the City of Harlan reserves the right to distribute funds on a proportionate basis.
- An Owner which does not complete the awarded project within the agreement guidelines and timelines, may be restricted from applying for future grants for the same, or other parcels, in the eligible area for two (2) grant cycles.
- No invoices, expenses incurred nor receipts for purchase may be dated prior to the signature date on the Grant Program Agreement. **No information dated prior to March 14, 2025.**

I understand that this application requires approval from the Harlan Historical Preservation Committee of the City of Harlan, Iowa before any work can commence. If approved, I understand all façades work only be performed subject to Standards or Rehabilitation, and all upper story/façade work be performed subject to building and zoning codes, permit requirements and Agreement provisions. If the project is not completed before there is a change of ownership of the property, the grant will be null and void. I understand this is a matching grant. I understand that if an extension is needed, a written request within 30 days of completion date must be filed and only one (1) extension will be granted.

Signature: _____ Date: _____

Date of Harlan Historical Preservation Committee Meeting: _____

Denied: _____ Approved: _____ Notes: _____

Date of City Council Meeting: _____ Denied: _____ Approved: _____

Amount Funded: \$ _____ Check #: _____ Check Date: _____

Timetable for HHPC Upper Story / Façade Grant Cycle

Jan. 2 – 31, 2025	Applications Submitted
Feb. 6 & 10, 2025	Applicant Interviews: <u>Thurs. Feb 6th from 5 -7 & Mon. Feb 10th from 11-1</u>
March 14, 2025	Awards / Notification Complete
March 14, 2025	No invoices, expenses incurred nor receipts for purchase may be dated prior to the signature date on the Grant Program Agreement
June 6, 2025	Reimbursement requests may begin being submitted
June 30, 2026	Project must be complete and final reimbursement requests submitted