

Friends of Old Annville, Inc.

Façade Grant Assistance Program

Overview:

The Façade Grant Assistance Program of Friends of Old Annville, Inc. is designed to assist owners of private residences and independent businesses within the Annville Historic District and National Register of Historical Places-designated areas of Annville Township, Pennsylvania, who want to maintain, rehabilitate, and preserve the exterior appearance of their historic buildings. The program will focus on the façades of historic properties, which means the exterior structures that are visible from the street and the public view. Buildings located outside the Historic District and/or National Register of Historic Places-designated areas may be considered for the program upon sufficient showing by the applicant of the building's historical significance to Annville.

Each year, the Board of Directors of Friends of Old Annville will decide the amount of funding that the organization can allocate to the Façade Grant Assistance Program. For the calendar year 2018, Friends of Old Annville will make available \$4,000.00 for the Façade Grant Assistance Program. Applications will be accepted on a rolling basis throughout the year up until October 1st. Applications submitted after October 1st will be considered for the following calendar year. The amount of any single award will vary based on the availability of funds and the number of applicants.

Requirement:

Prior to submitting the grant application, the property owner must obtain a Certificate of Appropriateness from the Annville Historical Architectural Review Board (online information at <http://www.annvilletwp.com> and the Board of Commissioners of Annville Township if required by Chapter 4 and/or Chapter 27 of the Annville Township Code of Ordinances.

Exclusions:

- Landscaping projects do not qualify for the program.
- Property owners currently serving on the Board of Directors of the Friends of Old Annville are not eligible for the program, nor are property owners who have served on the Board within one year of submitting a grant application.

Grant Process:

All awards by the Friends of Old Annville will be matching grants. In no case will the grant funding exceed 50% of the project costs. Repayment of the funds is not required. The grant funds will be paid directly to the owner as reimbursements for documented expenditures once the improvements are completed and inspected, or paid directly to the contractor, as the situation warrants. Applicants are required to obtain quotes or cost estimates from two different contractors prior to the grant application. The grant assistance program will also accept applications for self-improvements by the property owner (the application must itemize the costs

of materials and an estimate of the value of labor carried out by the home owner). In addition to the contractor quotes or self-improvement projects, please provide pictures of the proposed project. If the applicant sells the property prior to the completion of the improvement, the grant will be revoked.

Once the grant is awarded and the proposed improvements are completed, a member of the Façade Grant Committee of Friends of Old Annville will inspect the work for completion. Following a satisfactory inspection, Friends of Old Annville will issue a check for the amount of documented expenditures. If the proposed work on a grant application is not completed within six months of notification of receiving the grant, the grant becomes null and void. A written request for an extension can be made to the Façade Grant Committee of Friends of Old Annville if unforeseen delays are encountered or if the project has an anticipated duration of longer than six months. Grant recipients will be recognized at the Friends of Old Annville Annual Meeting in November.

Criteria for Selection:

The Friends of Old Annville Façade Grant Committee will evaluate each application on the following criteria. Each criterion will be assigned a rating number on a 1 to 5 scale with 1 being the lowest score and 5 being the highest score. A cumulative number will then be assigned.

Most Bang for Buck:

The factors include the scope of the project. To what extent are the improvements a significant undertaking? What is the proportion or ratio of grant funds relative to total dollars being spent? What is the degree of permanent improvement and/or visual impact?

Architectural Significance of Property:

To what extent does the property warrant greater consideration by virtue of historical and/or architectural significance? Preference will be given for improvements that protect and enhance the historical character of the property.

Visibility:

Will enhancement of the property have any significant impact upon its surrounding neighborhood and historic Annville? Is the property in a particular position of prominence in its locale? Preference will be given to a historically accurate color scheme.

Need for Enhancement/ Properties/Features at Risk:

Is the property in greater or lesser need of renovation to preserve original features or to eliminate blight? Will funds aid in saving a property or its notable architectural elements?

Structural vs. Cosmetic:

Will the improvements to be undertaken be of greater lasting value to secure the integrity of the property or will they be temporary cosmetic touches? Preference for natural or natural like materials and the preservation of historical type materials unique to the property will be given.

Cooperative Projects:

Targeting double or contiguous properties. Will funding allow for unification, or complementary appearance? This might involve two property owners sharing in an application, or one seeking to harmonize with an adjacent building.

**Friends of Old Annville
Grant Assistance Program
Property Owner Application Form**

Property Owner Information

Property Owner's Name(s): _____

Mailing Address: _____

Street Address of Project: _____

Home Phone #: _____ Work Phone #: _____

E-mail address: _____

Owner occupied or occupied by tenant or tenants? _____

Property Information

- a. For any proposed work to be covered by the Grant Assistance program, the property owner must obtain cost estimates from at least TWO different contractors. Self-improvements by the property owner must include an itemized cost list of materials and an estimate of do-it-yourself labor value (work equity).
- b. Please attach pictures of the proposed project.

Proposed Work/Alterations

Description of work/alterations proposed - list each item separately

- 1.
- 2.
- 3.
- 4.

Contractor #1 Information (For Projects Involving a Contractor)

Contractor Name: _____

Mailing Address: _____

Contractor Phone: _____

Contractor e-mail address: _____

Written description of alterations, specifying methods and materials to be used.

The contractor may attach letterhead with work write-up, quote or spec sheet if desired.

Contractor #2 Information (For Projects Involving a Contractor)

Contractor Name: _____

Mailing Address: _____

Contractor Phone: _____

Contractor e-mail address: _____

Written description of alterations, specifying methods and materials to be used.

The contractor may attach letterhead with work write-up, quote or spec sheet if desired.

Time frame for completion of alterations as specified:

Applicant's Signature: _____ Date: _____

Completed applications should be mailed or emailed to:

Friends of Old Annville
Attn: Façade Grant Committee
P.O. Box 99
Annville, PA 17003
foa_annville@hotmail.com