

Andover Road Business Improvement Grant



Receive up to \$5,000

to make your business and the City of Andover more accessible and welcoming!

The goal of the **Andover Road Business Improvement Grant Program** is to support local businesses through funding for exterior building repairs or facade improvements, to replace legally non-conforming signs with conforming signs, to increase landscaping specifically in areas adjacent to sidewalks, to make ADA compliance improvements, or any improvements to the exterior of the business that makes the environment more pleasant for non-motorists.

2020 is the fourth year of the program; \$15,000 has been budgeted to award to Andover Road businesses. The grants will leverage at least an equal amount of money in investment in the community. The grant program allows applicants to be reimbursed up to one half (50%) of approved costs, with the City's share not to exceed \$5,000 per project annually.

Examples of Qualifying Exterior Improvements:

- Building repairs (painting, tuck pointing, awning replacement, etc)
- Building improvements (additions, replacements)
- Sidewalk and streetscape improvements (pedestrian pavement, seating)

Applications Accepted March 1 - April 30

Lance Onstott
lonstott@andoverks.com

Justin Constantino
jconstantino@andoverks.com
Phone: 316-733-1303
Fax: 316-733-4634

Application Process

- Contact Justin Constantino at City Hall for a pre-application meeting to discuss the project and identify the necessary permits and approvals.
- Submit a grant application form, W9, and “before” photos of project by the application deadline. Site plans, elevations, architectural renderings, and contractor bids may also be required prior to the start of the project depending on the project scope.
- Receive grant approval, then complete work by the specified deadline.
- Upon completion of the project, submit all receipts, proof of payment and “after” photos for review.
- If all program requirements have been met, the City will reimburse the applicant up to one half (50%) of the approved costs, with the City’s share not to exceed \$5,000 per project annually.



Details & Eligibility

- Applications will be accepted no sooner than the opening date of the grant period.
- The grant is open to any properties on Andover Road within the Andover City limits with Commercial, Industrial, Mixed Use, or Business District zoning.
- Grant applications may be made by either a business or property owner. All grant monies will be issued as a reimbursement to the applicant.
- Property owners must be current on their property taxes.
- Projects must meet all applicable Site Plan Review Guidelines, Zoning, Sign and Building Code requirements.
- Only one grant is allowed per annual cycle per applicant.
- Businesses or property owners may only submit a new application once any and all existing grant funded projects are completed.
- Reported project values shall include the total value of work, including materials and labor, for which the grant is being issued. Projects or project elements valued at over \$2,500 will be required to submit three bids. The City will reimburse at the rate of the lowest bid but the applicant is free to select whichever bid they prefer.
- The first round of applications will be accepted March through April 30, 2020. Once the application deadline has passed, grant awards will be assigned based on project scores until all funds are committed. Grant scoring criteria are listed on the next page. If any funds remain, a second round of grant applications will be accepted and reviewed in a similar process.
- Applications will be reviewed and scored by a committee appointed by the Mayor.
- Projects may not be started prior to grant approval. Project costs incurred prior to grant approval will not be reimbursed. Projects already underway are not eligible for consideration.
- Projects must be complete or substantially complete within six (6) months of approval. A deadline for completion will be included in the grant approval. Projects may only receive one deadline extension. Projects not completed in the required time frame may lose their grant award.
- For projects that require building permits, a passing final building inspection is required prior to the disbursement of any grant funds.

Grant Scoring Criteria

An application must satisfy all of the required elements in order to proceed on to review for optional elements.

Required Elements	Points
Zoning District (commercial, industrial, mixed-use, or business)	1
Current on Payment of Property Taxes	1
Meets Applicable Site Plan Review Guidelines, Zoning, Sign, and Building Codes	1
Total	3

Optional Elements	Points
Facade Improvement Project: makes improvement to the facade of the building, excluding signs	3
Professional Design Project: includes work by a design professional/architect	2
Removes a Non-Conforming feature, situation, sign, or other code violation	2
Includes Site Improvements for non-motorists such as sidewalks, crosswalks, shade, bike facilities, landscaping, and other amenities	2
Mixed-Used Project for a property that includes a mix of uses such as commercial, residential, and/or office	2
First-Time Applicant: first grant application for the subject property by either a business or property owner or minimum of 5 years between applications	2
Accessibility Project: includes improvements for the accessibility of the property for those with physical limitations and mobility needs in conformance with ADA	1
Total	3