



Mission Economic Development Corporation

Downtown Façade Improvement Program

Program Overview

In September 2021, the Mission Economic Development Corporation (MEDDC) Board of Directors and the City of Mission City Council agreed to set aside \$50,000 from Mission EDC's FY 2021-2022 budget for the creation of MEDDC's Downtown Façade Improvement Program. The purpose of this program is to encourage the upgrading of commercial buildings in the City of Mission's Downtown District; thereby strengthening the physical and economic vitality of the area.

There are two types of façade improvement grants that property owners can apply for: 1) a matching grant and 2) a non-matching grant. Grants will be awarded on a competitive first come first serve basis until all downtown façade improvement funds have been exhausted for the respective fiscal year. However, program funds will be re-allocated at the commencement of each fiscal year. The information below explains how these programs work and what is expected from each applicant.

Types of Grants

Matching Grant

A property owner can apply for up to \$10,000 in grant funding if they have plans to invest some of their own capital in upgrading the façade of their building. If approved, MEDDC can match the applicant's investment up to \$10,000. For example, if a property owner plans to invest \$5,000 to fix the windows and doors of their building, the owner can apply for MEDDC's Downtown Façade Improvement Program and, if approved, MEDDC will match the \$5,000 investment; thus, allowing the property owner to now spend \$10,000 in the enhancement of their property.

Non-Matching Grant

A property owner can also apply for up to \$3,000 in grant funding without the requirement of a match for the improvement of the façade of their building.

Additional Information

Only property owners are eligible for grants. A property owner can apply per grant type for each property that they may own once every other year. In other words, qualified applicants can only be awarded both a matching grant and a non-matching grant every other year. The same rules apply for each property that an applicant may own. Funds received from the non-matching grant cannot be applied towards the matching grant application. All applicants will have to justify their request for financial assistance.

Disbursement of Funds

All applications will require prior approval by MEDC. The grant will take the form of payment of contractor invoices for the work performed on grantee's property.

Eligible Activities

Grant funds may be used for the following improvements to the building exterior:

- Masonry repair & repointing mortar joints
- Cleaning, paint removal and water-repellent treatments to exterior finishes
- Installation, painting, repair or replacement of exterior finishes
 - **Only earth tones can be used and paint color must be pre-approved by MEDC**
- Repair, replacement or preservation of original historically significant architectural details
- Installation, repair or replacement of eaves, conduit, gutters, downspouts, display windows, doors, awnings, canopies, lighting, decorative details, cornices/parapet walls
- Architect/design costs
- Signs (with the exception of changeable copy signs and LED signs)
- ADA accessibility
- Building permit fees

Qualifications

- The building must be located within on HWY 107/ Conway Ave. between 1st Street and 17th Street (see attached map).

Other Grant Program Features

- All work must be performed under the direction of a licensed contractor.
- Three bids are necessary for façade work. The contract should be awarded to the lowest and responsible bidder.
- Prior to commencement of the grant-funded work, the Mission Economic Development Corporation will require a completed Downtown Façade Improvement Grant Application.
- Prior to release of grant funds, the Mission Economic Development Corporation will inspect improvements for completeness and basic quality of workmanship. However, the Mission Economic Development Corporation provides no warranty of the façade improvements.
- The Mission Economic Development Corporation will review each application once all application materials have been submitted. Applicants will be notified via email or telephone of approval or rejection together with reasons for rejection or any conditions of approval. In addition to reviewing basic grant eligibility, the MEDC will review the grant application on the following points:

- ✓ Will the project foster the use of the ground-floor storefront space as retail-dining-entertainment space that encourages pedestrians to look inside through the windows and then draws them into the business?
- ✓ Will the project preserve any original architectural features that remain?
- ✓ Will the project eliminate/correct previous remodeling which has covered up original architectural features?
- ✓ Will the improvements employ new materials only in ways that don't obscure the building's original character (i.e., no paint over original unpainted brick, no stucco over original brick, etc.)?
- ✓ Will the project avoid methods (e.g., sandblasting, etc.) that would cause faster deterioration of the building?
- ✓ Will the project improve the entire building frontage on streets and particularly the entire front façade?
- ✓ Are the improvements proposed for grant funding likely to last well? (This considers the physical durability of the improvements, but also whether the improvements are likely to be replaced if the storefront tenant were to change.)
- ✓ Do the contractor and those working under his direction have the workmanship skill and experience needed for dealing sensitively with an old building?

Commencement of Façade Improvement

Improvements to be funded by the Façade Improvement Program Grant may take place only after the Mission Economic Development Corporation has approved the grant, the grantee has entered into the grant agreement with the Mission Economic Development Corporation, and **the contractor or grantee has received a notice to Proceed from the Mission Economic Development Corporation and the City of Mission Planning and Zoning Department.** No grants will be made for work under way or completed prior to execution of the grant agreement by both the grantee and the Mission Economic Development Corporation.