



Fall River Community Development Agency

One Government Center, Room 414

Fall River, MA 02722

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Storefront Improvement Reimbursement Program

1. Administration:

This program shall be administered through the Fall River Community Development Agency at the direction of the Storefront Improvement Program (SIP) Review Committee. The SIP Review Committee consists of the Fall River Community Development Agency's Financial Analyst, Fall River Community Development Agency's Assistant Director, and the Fall River Community Development Agency's Executive Director.

2. Program Objectives:

The purpose of this program, which may be prioritized year-to-year, is to support maximum private investment in Fall River properties, and includes:

- Maximizing the total private and public investment in the City's downtown and neighborhood commercial districts;
- Restoring downtown storefronts and beautifying downtown properties;
- Planning and implementing public physical improvements, such as general signage, wayfaring, and/or street furniture, consistent with downtown zoning.

The concept of 'highest visual impact for dollars spent' fundamentally guides this program, as well as the possibility of a project encouraging other investment in adjacent properties due to Storefront Improvement Program (SIP) investment.

Scoring criteria may include: shows high visual impact per dollar, maximizes total investment, encourages neighboring property investment, readiness of project, and plans to hire local businesses/vendors to complete the work, lies within boundaries/district.

Business must be located in the Eligible Census Tracts of Fall River.

WORK CANNOT BEGIN UNTIL WRITTEN APPROVAL HAS BEEN RECEIVED FROM THE FALL RIVER COMMUNITY DEVELOPMENT AGENCY. NO APPLICATION WILL BE ACCEPTED IF WORK HAS ALREADY BEEN COMPLETED.

3. Eligible Properties and Projects:

A. Boundaries/District:

- Columbia Square: Intersection of South Main Street & Columbia Street ranging approximately 0.5 acres in size
- South Main Street:
- North Main Street:
- Bedford Street:
- Bank Street:
- Purchase Street:
- Rock Street:
- Pleasant Street:
- East Main Street:

Improvements must be visible from these streets or ways.

B. Side Streets

Facades visible on side streets from the above may request consideration. The SIP Review Committee must find that the visual improvement has as significant an impact to motorists travelling on the main abutting street part of the district, as a property on the main street would, in order to approve.

C. Permits and Occupancy

Eligible storefronts/businesses must be occupied storefronts having valid occupancy permits on file with the City of Fall River, if required and current on taxes. Any permits are the responsibility of the applicant. Only construction costs are eligible for grant funds.

D. Owner Signoff

Applications by tenants must be consigned by the property owner.

E. Design Guidelines

Design of improvements shall be consistent and appropriate to traditional historic downtown and neighborhood commercial centers. Materials shall be of high quality, with maximum retention of

aesthetic visual impact over time. Design shall meet City of Fall River zoning or other codes. Work cannot begin without prior written approval from this office.

F. Criteria and Weighting

The SIP Review Committee is responsible for setting all program deadlines as well as evaluating criteria for proposed projects including geographic focus, type of improvement, or other criteria. The SIP Review Committee will evaluate projects based on improvements considered most beneficial to downtown improvement. The SIP Review Committee may work with high priority projects to develop and advance their projects to the application stage.

4. Project Funding Structure:

- Up to \$2,000 grant, with 100% match.

A 'project' shall be a stand-alone project benefiting either:

- 1) a specific tenant/business occupying the ground floor of a commercial property, proposed by the property owner or tenant; or
- 2) a project proposed by an owner of one property with multiple tenants, improving the property for all tenants.

Different legal formulations essentially controlled by the same entity will be considered one entity for these purposes.

Special consideration may be given to more extensive projects.

5. Application Process:

1. Applications must be submitted on approved forms and signed by the tenant of record and land/property owner. All documents in this application must be signed and/or initialed as instructed. Applications must be complete to be processed.
2. An applicant may resubmit a rejected application no earlier than 6 months later from the denial, unless The SIP Review Committee deems the application is significantly different enough to potentially lead to approval.
3. The SIP Review Committee will have full and complete discretion in approving or rejecting

applications, and may approve or reject applications in part or in full, and do so subject to such terms and conditions as they shall require on a case by case basis.

4. The applicant will be notified in writing of the fact of any rejection or final approval by The SIP Review Committee, and in the event of a rejection the option to resubmit. If approved, the applicant will be notified of the terms of approval.

6. Time to Complete:

Work to storefront must be completed within the time frame specified as part of approval of the application by The SIP Review Committee. The applicant may request a one-time extension; and in no case shall a project exceed 12 months from the time of approval. **If the project is still not complete after 12 months, SIP funding commitment will be withdrawn.**

7. Disbursement/Reimbursement of funds:

The SIP Review Committee's objective is to disburse funds as quickly as possible to enhance project feasibility for the investor. However, to insure project integrity, the following are required:

- The full project, as approved by The SIP Review Committee, including all work described as funded by other funds considered as a match, shall be physically complete.
- Proof of payment of the full amount, including any match amounts, must be submitted. This includes a copy of the cancelled check(s) and verification of payment from the contractor.

If, as part of the application, a strict reimbursement program would create a hardship affecting the viability of the project, the applicant may discuss modification to the above, as an exception, with The SIP Review Committee.

Only costs associated with actual construction will be eligible.

The SIP Review Committee will inspect all work prior to distribution of grant funding.

I understand and accept the terms and conditions, as they are outlines on the SIP Application and in these Guidelines.

Signed (applicant)

Date

Signed (if other authorized signature needed)

Date