

WINFIELD MAIN STREET

Façade and Signage Mini Grants

Grant Parameters

1. Each recipient **must be a current member of the Winfield Area Chamber of Commerce.** Recipients may also be eligible for funds under other Winfield Main Street programs. The expectation for the business applying is that they are to remain a member of the Winfield Chamber after the completion of the grant. Businesses who cancel their membership with the Winfield Chamber within five years of completion of their project are subject to repayment of the grant received.
2. Businesses and property owners are not eligible to apply for mini grants more than once every three years for the same property.
3. Mini grants are for a maximum of \$3000. No more than half of the grant can go towards building improvements (property owner). The remaining half can go towards signage (business owner).
4. All buildings, except those that are stand-alone residences located within the downtown district as indicated on the attached map, are eligible for funding. Stand-alone residences are buildings that are used as living space or homes that are not on-site with any business operation.
5. Applicants determine the total cost of each project. Mini-grants are awarded solely on the basis of actual material costs and professional labor costs, not on sweat equity. **Funds are paid upon submission of receipts and pictures of completed project to the Winfield Chamber office.**
6. Mini-grant applications must be submitted to the Winfield Main Street Committee and must include concept and color scheme. Winfield Main Street Committee acts as the project review committee and projects submitted must meet design standards set by the committee. Each project must receive final approval from the Winfield Main Street Committee.
7. Upon signed approval of the mini-grant application, the recipient will have 90 days to complete the work. If for any reason the work cannot be completed within the time period, an extension must be requested from the Winfield Main Street Committee. If no extension is obtained, the mini-grant will be void.

It is the goal of Winfield Main Street to complement and enhance all building facades within the downtown district. Please call Sarah Werner, 620-221-2420, with questions.

WINFIELD MAIN STREET HISTORICAL PRESERVATION FAÇADE MINI-GRANT APPLICATION

*This application is for mini-grant(s) to accomplish the following work.
Please check no more than three categories.*

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|---|---|
| ☐ Awnings/signage | ☐ Structural/tuck pointing |
| ☐ Windows | ☐ Architectural design |
| ☐ Painting or cleaning | |

APPLICANT MUST MEET THE FOLLOWING CRITERIA:

- ☐ Applicant must be a member of the Winfield Area Chamber of Commerce
- ☐ Applicant commits to complete work within 90 days of notification by the WMS Committee.
- ☐ Owner(s) and tenant(s) of building are in agreement in regards to the project. Please attach a letter of agreement to this application if being submitted by someone other than the building owner.
- ☐ Party responsible for funding is in agreement with work to be done. Attach necessary documentation to this application.
- ☐ Project funding is in place.
- ☐ Applicant agrees to follow WMS Design recommendations, particularly color selections.
- ☐ Signed approval from the WMS Committee must be received before the start of the project. A mini-grant will not be awarded for work already completed.
- ☐ Applicant must present documentation from the City of Winfield verifying that plans meet all code requirements. Please attach documentation to this application.
- ☐ Applicant will supply drawings of this project (if appropriate). Please attach drawings and color scheme to this application.

(Please check each item to show that you understand and agree to these requirements.)

DOCUMENTATION:

Address of building for which mini-grant is applied: _____

Building owner:

Name _____

Address _____

City, State, Zip _____

Day phone number _____

Building tenant, if different than owner:

Name _____

Business Name _____

Address _____

City, State, Zip _____

Day phone number _____

PROJECT DESCRIPTION:

Type of project planned: _____

Existing condition of building:

Summary/description of work planned for this grant only

Estimated cost of this project (regarding the grant only) _____ (attach a copy of the estimate and color scheme proposed)

Applicant signature

Date



Please Return this application to:
Winfield Main Street
c/o Winfield Area Chamber of Commerce
123 E. 9th Avenue
P.O. Box 640
Winfield, KS 67156
ceo@winfieldpartners.org

Revised 3.3.21

Design Committee approval date _____

Required completion date: _____
