

TUCKER DOWNTOWN FACADE GRANT PROGRAM

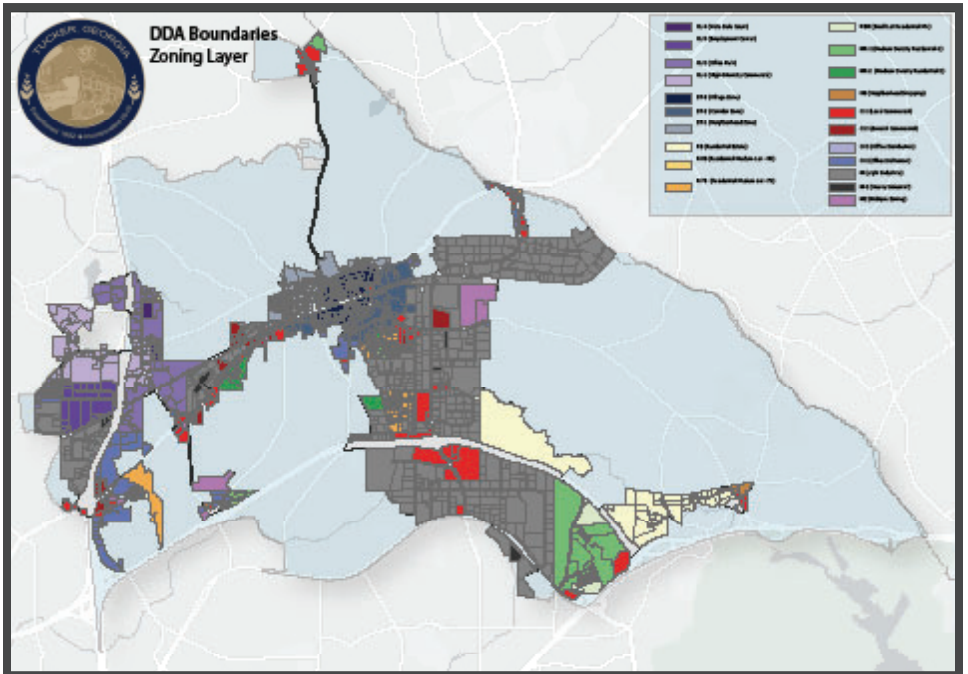


TUCKER
Development Authority

ABOUT THE TUCKER DOWNTOWN DEVELOPMENT AUTHORITY

The Tucker Downtown Development Authority, marketed as the Tucker Development Authority (TDA), is an economic development organization that focuses not only on Downtown Tucker and the Main Street area, but also includes the Northlake area, all major commercial corridors, and all commercially zoned property in the city limits.

Established in 2018, TDA facilitates projects and programs that will revitalize and redevelop Tucker's commercial corridors.





ABOUT THE PROGRAM

The TDFG program provides matching grant awards up to \$12,500 to eligible businesses. It will match up to 50% of the project, with a maximum of \$5,000 for minor projects and \$10,000 for major projects. For fiscal year 2024, a total of \$50,000 is available through the program and will be awarded on a first-come first-served basis until funds are depleted or the fiscal year ends.

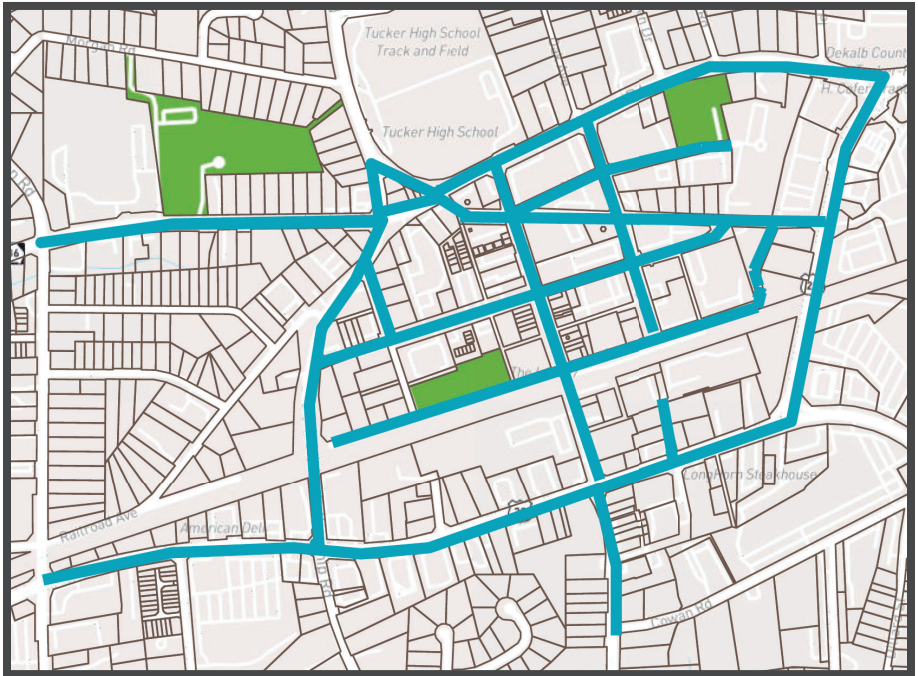
The TDFG program is funded through the TDA annual budget, which runs in accordance with the City of Tucker's fiscal year. The program amount is determined annually based on identified needs and program success.

Eligible businesses and commercial property owners who apply for the TDFG will have their applications evaluated by the TDA. Grant recipients will complete their qualified project to specifications approved by the TDA complying with all City of Tucker Planning and Zoning requirements and obtaining all necessary permits. Once the project is completed, the recipient will submit their expenses and all required documentation (via the TDFG Expense Report) to the TDA for evaluation and approval. Once the expenses have been approved, the grant funds will be administered to the recipient. Grants are awarded on a first come first serve basis until funding is depleted or the fiscal year ends.

Note: The City of Tucker's Fiscal Year runs from July 1 to June 30.

PROGRAM TARGET USERS

In alignment with the mission of the TDA, this program has been developed to target commercial property owners and tenants in the Downtown Tucker area.



PROGRAM AREA

All projects must be located within the boundaries of the Tucker Development Authority and be a part of the TDFG program target area as identified on the program map above.

PROJECT QUALIFICATIONS

- Commercial building
- Must be the building owner or tenant with written approval by the building owner
- Must be a City of Tucker small business with three or fewer locations
- Commitment to maintain project renovations for three (3) years
- National chains are not eligible
- Must have an active business license or OTC
- Must have no current code violations and/or active municipal court cases. Must be up to date on all taxes and city fees
- Applicant cannot use the program more than two times in one fiscal year
- Non-profit and Government users are not eligible
- Projects must adhere to all City of Tucker Planning and Zoning requirements and applicable life safety and building codes
- Projects must pull and show proof of obtaining all necessary permits from the City (DeKalb County where applicable)
- Projects seeking funding cannot begin until the evaluation committee has provided approval
- Minor projects must be completed within 90 days of approved grant notice unless provided an extension by the TDA board
- Major projects must be completed within 200 days of approved grant notice unless provided an extension by the TDA board

ELIGIBLE PROJECTS AND USES

- Façade improvements
- Restoration of historic facades
- Patio additions/expansions
- Exterior building hardware
- Exterior painting
- Exterior building brick and/or masonry
- Connection to trails and/or alleys

INELIGIBLE PROJECTS AND USES

- Any/all interior work or restoration
- Security systems
- General maintenance
- Items that bring an existing violation “up to code”
- Residential buildings or properties

For this facade grant program, historic buildings are those that were constructed before 1950. To be eligible under this category, you shall return the building façade to its original or pre-1950 appearance using photographic evidence of the previous design. The Tucker Historical Society has an extensive collection of photographs that can be used for this purpose. If the original façade elements have been entirely removed or are beyond repair, you may reconstruct the façade accordingly or build to the storefront standards within the DT zoning district. The final design is subject to the review and approval of the City.

PROGRAM PROCEDURES

APPLICATION

A complete application is required for a project to be considered for a grant award. A complete application will include:

- Business name and information
- Site address and information
- Narrative and description of the project
- Design drawings
- Cost estimates from licensed contractors and subcontractors
- Names of selected licensed contractors and subcontractors
- Before photos of the project area

Applications are to be submitted to the City of Tucker Economic Development Department. Send your application via email or mail using the contact information below:

Tucker Development Authority
ATTN: Jackie Moffo
1975 Lakeside Parkway, Suite 350
Tucker, GA 30084

tda@tuckerga.gov

EVALUATION

Completed applications will be evaluated by City of Tucker Staff for initial eligibility. If found ineligible, the applicant will be notified.

A joint report will be completed by the City of Tucker Economic Development Director and the Community Development Director. This report will provide feedback and recommendation to the Tucker Development Authority at the next regularly scheduled meeting.

Evaluation from City of Tucker Staff does not constitute TDA Board approval and does NOT grant, constitute nor imply the City of Tucker has approved any building or construction permits.

AWARD AND REIMBURSEMENT

Following approval from the TDA Board, the grant applicant will be provided with an approval letter and notice to proceed with the project. Grant award amounts are determined by the full TDA at the time of application approval. If the TDA board rejects the applicant, the applicant is welcome to make changes to their application and re-submit to the Evaluation Committee.

Once the project is approved and notice is provided, work on the project may begin if the proper permits have been obtained. Upon project completion, the grant recipient may begin the reimbursement process.

A complete TDFG Reimbursement Form is required for a project to receive funding.

A complete reimbursement form will include:

- Proof of approved permits and all necessary City approvals
- All receipts for contractor expenses showing that expenses have been paid
- After pictures
- Project documentation must be submitted within 30 days of the project's completion
- Commitment by the applicant to maintain project renovations for three (3) years

In addition to a TDFG Reimbursement Form, the project will be subject to a walkthrough by the City of Tucker Community Development staff before final approval for reimbursement.

The project must be completed according to the design submitted (including building materials, color choices, façade changes, hardware, awnings, etc.) with all applicable zoning and building permit requirements of the City of Tucker.

The grant applicant must commit to ongoing upkeep and maintenance of the project for a minimum of three years. This includes removing graffiti promptly (within 72 hours of discovery). Failure to manage the upkeep and maintenance of the grant project area may result in the applicant needing to return the grant funds to the TDA.

GRANT AWARD TIERS

The TDFG Evaluation Committee will evaluate grant applications and determine award tiers based on the project description, estimated work, and estimated costs as provided as a part of the application. Some examples of major and minor projects are shown below:

Major Projects – up to \$10,000 grant awards

- Major facade improvements
- Historic facade restoration
- Exterior brick/masonry rehabilitation
- Patio additions/expansions
- Trail and or alley connections
- Addition of 2nd storefront facing trail(s)

Minor Projects – up to \$5,000 grant awards

- Exterior repaint
- Exterior hardware and lighting
- Awning upgrades or removal
- Sign replacements/removals

Historic Facade Bonus – up to 25%

Up to a 25% additional matching grant bonus for Major Projects that are working to restore a historic façade which may include:

- Removal of faux facades
- Removal of paint on brick facades

Other project types and uses not identified above will be determined as minor or major by the Evaluation Committee on a per-project basis based on application information.

