



ReFresh Detroit!

Façade Improvement Program

ReFresh Detroit is a façade improvement program that provides financial incentives to business owners in designated Detroit neighborhoods to help improve the appearance of their storefronts.

GRDC's ReFresh Detroit façade improvement program, jointly funded by the Mayor's Office of Neighborhood Commercial Revitalization (ONCR) and the Local Initiatives Support Corporation (LISC), is administered by the staff of the Grandmont Rosedale Development Corporation (GRDC) and by members of its Design Committee, which includes GRDC staff, local business owners, and local residents who want to help improve the physical appearance of the community.

Which projects are eligible for GRDC's ReFresh Detroit funding?

Any building owner (or tenant with authorization from the building owner) can apply for funding. However, gas stations, churches, schools, adult establishments, fast food restaurants, corporate-owned entities, and non-profit offices are not eligible. The project site must be located within the commercial district on Grand River Avenue between Evergreen and Greenfield.

The exterior building repairs and improvements listed below are eligible for funding. Please note: improvements must be made to an existing building, interior repairs or single-item improvements are not eligible, and removal of architecturally important features will not be funded.

Primary Project Eligibility

- Signage - Repair, replacement, or removal
- Lighting - Exterior building or sign
- Awnings - Repair or replacement
- Exterior finishes or materials – removal of inappropriate or incompatible exterior finishes or materials and/or restoration of existing
- Storefront window and door systems – Repair or replacement of existing

Conditional Eligibility

The following improvements are eligible only in conjunction with a primary project (as described above):

- Landscaping
- Fencing
- Sidewalk repair
- Parking lot repair or enhancement
- Paint
- Roof repair (only if necessary and visible from street level)
- Tuck-pointing
- Roll-down grate or grate box – removal or replacement
- Security system
- Barrier-free access

Are there any design guidelines?

To receive financial assistance, your project must be approved by the GRDC Design Committee, in accordance with its guidelines. Additionally, your project must conform to the City of Detroit Zoning Code, including the new requirements of the 2005 Main Street Overlay District if applicable. To help you come up with an eligible design that conforms to the guidelines and zoning requirements, GRDC will provide free design assistance and other information.

How are projects selected for funding?

Projects are selected for funding on a first-come, first-served basis, once all requirements of the program have been met. Funds will not be committed to your project until you have an approved design, written construction estimates from qualified contractors, and a signed grant agreement with GRDC. Funds are limited and must be spent within specified time frames. Once funds are exhausted, any remaining applications are kept on file for consideration when more funds become available.

How is the money disbursed?

ReFresh Detroit is a 50/50 reimbursement grant program that reimburses you at the completion of your project 50 cents for every dollar you spent, up to the maximum agreed-upon limit. In no case will GRDC pay more than half of the cost of your exterior improvements.

If your storefront is less than 40 feet wide, your project is eligible for up to \$5,000 in matching funds per storefront. Storefronts over 40 feet wide involving multiple tenants or involving an extraordinary level of improvement may be eligible for grants up to \$15,000, solely at the discretion of GRDC, the Design Committee, and the ReFresh Detroit program.

PLEASE NOTE: Work completed before signing a Grant Agreement with GRDC is not eligible for funding.

Grant funds are disbursed on a reimbursement basis when all work is completed and the contractor(s) has been paid in full by the applicant. Checks are issued by the City of Detroit once all required documentation has been reviewed and approved.

How does the application process work?

You begin the application process by filling out the attached application form and submitting it to GRDC, along with proof of ownership and tax documents (if needed). GRDC staff will review your application and let you know if your project is eligible for the Façade Improvement Program. If an application is incomplete, GRDC staff will inform the applicant of the missing information.

The next step is to develop a design for your façade project. If needed, GRDC may offer your project free architectural design assistance for the planning of proposed improvements.

GRDC may assign an architect to an application that qualifies for architectural design assistance. GRDC will pay 100% of the cost of the initial design consultation for the applicant. The architect will provide the applicant with a storefront design rendering that includes illustrations of the proposed work, color samples, and rough cost estimates of the improvements. GRDC may approve payment for additional architectural services, including construction drawings, if deemed necessary by GRDC and the ReFresh Detroit program.

The proposed design must then be reviewed and approved by the GRDC Design Committee and by the ONCR.

After the design has been approved, the applicant must obtain at least three quotes for the proposed work. The Design Committee and the ONCR will review the architectural drawings and contractors' quotes. Every effort will be made to expedite the process. **First-come-first-served order will be determined by the order in which a completed application package (approved designs, all required contractor proposals, and all executive order clearances) is received and approved by the Design Committee and the ONCR.**

Following review and approval of the application by GRDC staff, the Design Committee, and the ONCR ReFresh Detroit program, the applicant will receive a Grant Agreement from GRDC, stating the terms of the agreement and the reimbursement amount, along with a notice to proceed. The applicant can then obtain the necessary building permits, complete any other applicable review processes, and begin construction. Any work begun before the notice to proceed is issued will not be funded.

Funds will be released to the applicant upon review of completed work to verify that the work carried out is in accordance with the work approved by the GRDC, and upon submission of documentation showing all contractors have been paid in full, all construction liens have been waived, and that all other requirements have been met.

What happens after a project is approved for funding?

Work selected for a reimbursement grant must be completed within three (3) months of signing a grant agreement unless GRDC staff grants an extension. The applicant is responsible for obtaining all building permits and any other required permits for the work to be done. The applicant is responsible for conformance with all applicable safety standards and conditions, as well as all applicable executive orders.

If during the course of construction, the applicant wishes to make a change in the design, materials, or cost of the project, these changes must be reviewed by the GRDC Design Committee and approved in writing by GRDC. Changes in the work that are not approved by GRDC will not be funded and may result in complete loss of funding for your project. GRDC will make all efforts to ensure timely response to any change requests.

GRDC may promote an approved project, including but not limited to displaying sign(s) on the building during and after construction, and using photographs and descriptions of the project in promotional materials.

The Grandmont Rosedale Development Corporation reserves the right to make changes in the conditions of the Façade Improvement Program as warranted.

This document is a summary only. Other terms and conditions may apply.



Grant Application

Applicant Name _____

Business Name _____ E-mail _____

Business Address _____

Business Phone () _____ - _____ Fax Number () _____ - _____

Type of Business _____

Applicant is:

Property Owner Business Owner Other: _____

When does your lease expire? ____/____/20____ Length of time at present address _____

Property Owner's Name (If Different from Applicant) _____

Phone Number () ____ - _____

NOTE: If you are not the property owner, owner must co-sign this application where indicated below.

Include copies of the following documents:

- Proof of ownership (deed, land contract, etc.)
Proof of paid property taxes (paid tax statement, escrow statement, etc.)
City of Detroit business license
Tax I.D. number

BUILDING ATTRIBUTES

Square footage _____ Present zoning classification _____

No. of off-street parking spaces _____ Do you have a loading zone? _____

Intended use? _____ Change of use required? _____

No. of off-street parking spaces required for new use _____

Please describe briefly the proposed storefront improvements to the property on the blank lines below:

Blank lines for describing storefront improvements

Total Planned Project Budget \$ _____ Project Start ____/____/20____ Project Completion ____/____/20____

Applicant Signature _____ Date _____

Property Owner Signature _____ Date _____

General Conditions

1. It is expressly understood that Grandmont Rosedale Development Corporation has developed the Façade Improvement Program as a service for the benefit of local business owners and the surrounding neighborhood. GRDC does not seek to gain any profits from providing its services in conjunction with the Program and these services are provided in conjunction with GRDC's charitable purposes.
2. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances, and other applicable regulations.
3. It is expressly understood and agreed that work completed prior to final approval is ineligible for funding.
4. It is expressly understood and agreed that the applicant will not seek to hold GRDC and/or any of their agents, employees, officers/directors liable for any property damage, personal injury, or other loss related in any way to the Façade Improvement Program, including but not limited to design assistance and performance of any third parties such as, but not limited to, architects, used in conjunction with the Program.
5. The applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Façade Improvement Program.
6. The applicant agrees to maintain the property and improvements, including, but not limited to promptly removing graffiti, sweeping and shoveling in front of and behind property.
7. The applicant authorizes GRDC to promote an approved project, including but not limited to displaying a sign at the site, during and after construction, and using photographs and descriptions of the project in GRDC promotional materials and press releases.
8. Unless caused by sole negligence of GRDC, _____ shall defend, indemnify and hold GRDC harmless from any and all demands, claims, suits, liability, judgments, settlement and attorney fees incurred by GRDC as a direct or indirect result of damages, losses or injuries sustained by any persons in connection with the project/grant.
9. The applicant understands GRDC reserves the right to make changes in the conditions of the Façade Improvement Program as warranted.

Applicant Signature _____ Date _____

PROPERTY OWNER ENDORSEMENT

If the applicant is *not* the property owner, the property owner must review the application and sign below.

As owner of the property located at _____, I have reviewed the above application and authorize the operator of _____ at said address to perform the storefront improvements described above as part of the GRDC Façade Improvement Program.

Property Owner Signature _____ Date _____

**Grandmont Rosedale Development Corporation
Façade Improvement Program**

GRANT AGREEMENT

As of this ____ day of _____, 200_, _____, (“Grantee”) whose address is _____ and the Grandmont Rosedale Development Corporation (GRDC), a Michigan non-profit corporation, whose address is 19800 Grand River Avenue, Detroit, MI, agree as follows:

Grantee shall complete the following improvements to the land and/or structure located at _____:

These improvements are further defined by the following attachments:

- A. Architects renderings, construction drawings, contractor bids, etc.
- B.

Total estimated project cost: \$ _____

GRDC will provide the Grantee with a matching grant in the amount of \$ _____ to pay a portion of the cost of these improvements. Grantee will be responsible for all other costs associated with the construction of these improvements. Any changes to the proposed improvements must be approved by GRDC staff in writing prior to construction.

All work to be completed by ____/____/____ unless extended by mutual agreement. If work is not completed by this date, grant funds may be withdrawn.

The funds will be disbursed upon completion of all work by the contractors, acceptance of the work by Grantee and GRDC, evidence that all contractors have been paid in full, all lien rights have been waived, and all executive order clearances obtained if applicable. Grantee must allow up to 5 business days for processing of payment once payment from ONCR has been received by GRDC.

GRDC reserves the right to promote an approved project, including but not limited to, displaying a sign at the site, during and after construction, and using photographs and descriptions of the project in promotional materials.

Grantee _____ Date _____

GRDC _____ Date _____