

Looking Up Pilot Grant Program

Eligibility: The “Looking Up” Pilot Grant Program is designed to activate unfinished, unoccupied upper floors of buildings located on **Walnut St. and High Street from Vine St. to Elm St.** The new space must be used for Apartments, business offices, restaurants or retail shops. Construction must begin within 3 months of approval. If the owner sells the property within two years, all grant funds shall be returned to the Lawrenceburg Redevelopment Commission. Reasonable open channels of communication will be expected to facilitate this process. This grant is not available for remodels of previously finished spaces. Projects that are completed before grant approval has been awarded are not eligible for funding. Buildings are limited to applying for one grant every three years from the date of project completion.

Application Information: Applications will be accepted on a rolling basis and must be submitted by the property owner, not the tenant. Submission of an application does not guarantee that a project will be funded. An **architect, engineering or contractor estimate on Business Letterhead including a cost breakout and layout must be provided with submission of grant request.** A tour of the space to be activated would be appreciated. Applications will be reviewed by the Lawrenceburg Main Street Design Committee and passed on with a recommendation to the Main Street Board for final approval. In the event that multiple applications are received they will be processed according to the date of submission to the Main Street office at 320 Walnut St.

Applications will be reviewed by the Main Street Design Committee on the 3rd Wednesday of each month and passed on with a recommendation to the Main Street Board for final approval on the fourth Wednesday of each month. Applications must be received 7 days prior to the Design Committee meeting. The approval process may take up to 8 weeks.

Approval Criteria: Lawrenceburg Main Street grant applications will be evaluated based on their alignment with community revitalization and economic impact goals. Design committee will take these criteria into consideration when evaluating all grant applications.

Maximum Amount of Grant: Applicants may apply for grants up to **\$25,000** providing all eligibility and match requirements are met and grant funding is available.

Owner Investment: **This grant in a 1:1 match. In order to receive \$25,000 the property owner would need to provide receipts for \$25,000 of completed work.**

Permitted Projects: The following interior improvements are eligible for funding:

- Construction related materials
- The addition of upper floor egress.
- HVAC
- Plumbing
- Electric
- Labor (excluding personal labor)
- Exterior entrance to the upper floor
- Roofs are excluded from this grant

Appropriate Permits: Any projects that may require a permit from the City will be expected to submit copies of the permits within one month of grant approval. This also applies to Certificates of Appropriateness for designated properties within the Downtown Historic District. **Applicants are required to contact the City Planning and Zoning Coordinator 812-532-3561 or 812-532-3550, to**

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review the project and obtain required permits. Failure to comply with permitting requirements will result in the withholding of grant funds.

Project Timelines: Approved projects must be completed within 1 year after grant approval.

Distribution of Grant Funds: Grant funds will be distributed only after the recipient has expended their portion as per the signed grant agreement, a Certificate of Occupancy has been issued and the tenant has signed at least a one year lease. The recipient may be reimbursed for appropriate expenses only upon presentation of paid invoices and proof of payment (such as canceled check or valid receipt). Lawrenceburg Main Street reserves the right to inspect completed work before issuing payment.

May, 2024

Print application and return to the Main Street Office

LOOKING UP” PILOT GRANT APPLICATION

Property Owner’s Name/Signature: _____

Applicant’s Name: _____

Property Address: _____

Telephone: _____ Cell _____

Email: _____

Description of the Work to be Done _____

Total Estimated Cost of the Project: _____

Work will be done by _____ Owner _____ Contractor (Please check one)

An **architect/engineering estimate** _____ Yes _____ No

A photograph and rendering of the project area are attached _____ Yes _____ No

If the project requires a permit from the City of Lawrenceburg, a copy is attached _____ Yes _____ No

If the project requires a Certificate of Appropriateness from the City of Lawrenceburg, a copy is attached _____ Yes _____ No

I certify that I am able to provide the required matching funds as outlined in this application.

Signature of Applicant: _____ Date _____

Signature of Owner(if applicable): _____ Date _____

City Zoning Dept. Signature _____ Date _____