



CITY OF BELLE PLAINE

FAÇADE AND ENERGY EFFICIENCY IMPROVEMENT GRANT PROGRAM 2018 POLICY AND PROCEDURES

Purpose

The purpose of the Façade and Energy Efficiency Improvement Grant Program is to encourage energy efficiency, renovation, and/or rehabilitation of existing housing stock located within the City of Belle Plaine with façade and/or energy efficient improvements. Homeowners of low or moderate income may annually apply for assistance under this grant program in an amount of up to \$1,000 in matching funds.

Goal

Reduce blight in residential neighborhoods in the City by providing assistance to persons with low or moderate incomes for the purpose of renovating or rehabilitating existing homes with façade and/or energy efficient improvements.

Availability

Each applicant may apply for up to \$1,000 in assistance under this grant program by submitting the attached application to the HRA. Homeowners will be required to provide matching funds for the renovation or rehabilitation. EDA Staff will review the grant applications and approve the amount of the final grant to the extent funds are available. The Façade and Energy Efficient Improvement Grant Program will be administered under written policy and procedures to the extent funds are allocated and available to the grant program by the EDA Board. The grant program will be funded in the amount of up to \$10,000 in 2018.

Applicant Eligibility

Grants under this program are available to owners of single family homes and multi-family residential projects that are located within the City of Belle Plaine (including persons who have a property interest in a home or multi-family residential project pursuant to a contract for deed). Applicants must apply for the Façade and Energy Efficient Improvement Grant Program by completing the attached application and providing evidence that the improvements to be made are related to a façade improvement and/or energy efficient improvement. In addition, owners of single family homes must satisfy the income criteria set forth below or provide evidence of blight on their properties. Owners of multi-family residential projects must provide evidence of blight on their properties.

Low or Moderate Income

In order to obtain a grant under this grant program, owners of single family homes must provide evidence that he or she is of low or moderate income (or provide evidence of blight on their properties, as described below), as determined by the Low (80%) Income Limits for Scott County, Minnesota, reported annually by the U.S. Department of Housing and Urban Development at <https://www.huduser.gov/portal/datasets/il/il2017/2017summary.odn>

Blight Findings

In order to obtain a grant under this grant program, owners of multi-family residential building must provide evidence of blight on their properties. Blight determinations shall be made by Community Development Department staff, based on communications with the owner of the multi-family residential building and in-person review of the building sites. A "blighted area" means any area with buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light, and sanitary facilities, excessive land coverage, deleterious land use, or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health, morals, or welfare of the community.

Eligible Uses for Grant Funds

Proposed improvements must conform to the City of Belle Plaine's Zoning Ordinance.

Eligible improvements include façade or energy efficient improvements such as replacement windows, replacement doors, re-roofing, residing, masonry repair, foundation repair, water heaters, HVAC units, and furnaces. Solar energy panels or other energy efficient heating and cooling mechanisms are also eligible improvements. Painting, landscaping, and lighting may be considered providing additional eligible activities are proposed. All labor and design costs are reimbursable with grant proceeds. Labor must be incurred through the work of a qualified contractor, and does not include sweat equity.

All energy efficient improvements must satisfy the energy efficiency requirements on file with the EDA, which are based on energy efficiency provisions of the State of Minnesota building code.

When Payment Made

If an applicant is provided a grant under this program, the grant will be paid once the applicant provides the EDA with all invoices for the work completed by a qualified contractor or equipment purchased. The EDA will process payment for one-half the amount of the invoices, with a maximum amount of the grant awarded. No invoices for work completed prior to the award of the grant will be reimbursed with grant funds. Such invoices must be submitted to the EDA within one year of the award of the grant under this program.

Right to Deny

The Belle Plaine Economic Development Authority has the right to deny any application based on its discretion.



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2018

**RESIDENTIAL FAÇADE & ENERGY EFFICIENT
 IMPROVEMENT GRANT PROGRAM APPLICATION**
 (Matching Grant)

Date of Application:

APPLICANT	Name:	Phone:
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Address:

E-Mail:

SUBJECT HOME	Address:	Belle Plaine, MN	P.I.N.:
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Year Constructed:	Lot Number:	Block Number:	Subdivision:
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Is home in or potentially in violation of any city ordinance?	Y	N	Violation:
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WORK DESCRIPTION: (Describe energy efficient improvements, attach documentation of energy standards)	POTENTIAL COMPLETION DATE:
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APPLICATION MUST BE SUBMITTED PRIOR TO CONDUCTING ANY WORK AND MUST INCLUDE:

- Applicant must show 2017 tax return as proof of income.
- Documentation showing improvements meet energy efficient standards (include make/model of materials).
- Detailed estimate of work to be performed.
- Photo(s) of subject property showing blight conditions and where improvements are to be made.
- Building permit obtained, if required.

***IMPORTANT: Upon project completion all proof of payments in full must be submitted to Community Development Department staff prior to receiving grant payment.**

I have read and understand the Policy for the Residential Façade and Energy Efficient Improvement Grant Program of the Belle Plaine Economic Development Authority.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

OFFICE USE ONLY

Date Application Received:	Project Completion Date:
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<input type="checkbox"/> Income meets requirements	<input type="checkbox"/> Attached proof of purchase(s)
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<input type="checkbox"/> Improvements meet energy efficiency requirements	<input type="checkbox"/> Building permit completed and closed
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<input type="checkbox"/> Zoning ordinance compliant	
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<input type="checkbox"/> Building permit issued	Permit #
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<input type="checkbox"/> Permit not required to conduct work	<input type="checkbox"/> Reimbursement check issued
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<input type="checkbox"/> Approved Amount: \$_____ <input type="checkbox"/> Denied	Issue Date:
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Comments: _____

Building Official or Designee:	Date:
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Zoning Administrator or Designee:	Date:
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