



Downtown Building Improvement Grant:

Program Purpose Statement:

The City of Fort Scott Downtown Building Improvement Grant is to serve as an incentive for full occupancy of buildings in the Historic District by assisting building owners with the financial burden of maintaining and improving the structures.

Eligibility:

- Properties listed in the Fort Scott Downtown Historic District (both contributing and non-contributing).
- At the time of application, all taxes, fees or other debts owed to the City by the applicant or building owner are paid up-to-date.*
- The City will dedicate \$30,000 for this program from the Economic Development Budget.
- Grants will be made on a maximum of two buildings per calendar year per owner.
- Eligibility is not retroactive.
- The Grant Committee will evaluate the program on an annual basis to determine if any changes to the guidelines are needed.

Qualifying improvements:

- Electrical
- Plumbing
- Windows
- Doors
- HVAC
- Historic Renovation and Rehabilitation
- Safety (i.e. entry/exit signage, emergency lighting, smoke detection)
- Energy efficiency improvements considered upon request
- Structural
- Code Footprint required for occupancy permit
- Building Inspections (potential buyer may apply with written consent by the property owner)
*excludes potential buyer

Terms:

- Grant monies will fund 50% of a qualifying improvement project, up to the amount of a building's current, annual property taxes.

Application Procedure:

1. Before construction begins, the applicant shall obtain at the City of Fort Scott a Downtown Building Improvement Grant Application from the Director of Economic Development, and the appropriate permit from the Code Department.
2. The applicant shall be responsible for submitting a copy of any permit along with the completed and signed application to the Director of Economic Development.
3. A Grant Committee, consisting of the Code Director and Director of Economic Development, will review the application and provide the applicant with a pre-approval for grant funds.
4. It is required that the project commences within 30 days, and complete within 12 months of grant pre-approval date.
5. Upon completion of the project, the applicant shall notify the Code Director for review of work and provide copies of itemized project invoices and receipts to the Director of Economic Development for reimbursement.
6. The Director of Economic Development will disburse grant monies to the applicant.



Fort Scott Downtown Building Improvement GRANT APPLICATION

Complete, sign, and turn in this portion of the application with a copy of applicable permit.

Property Owner/
Applicant's Name: _____

Daytime Phone Number: _____

Mailing Address: _____
Street

City, State Zip Code

Property Address: _____
Street

City, State Zip Code

Current Property Taxes : \$ _____

Please list the improvements to be made and the cost of each improvement. Be Specific. Use additional sheets if necessary.

Improvements:	Cost:

Estimated Total Cost of
Improvements: \$ _____

Construction to Begin On: ____ / ____ / ____

Estimated Date of Completion: ____ / ____ / ____

SIGNED: _____ **Date:** _____
Applicant Signature

SIGNED: _____ **Date:** _____
Code Director

SIGNED: _____ **Date:** _____
Director of Economic Development

For Economic Development Department Use Only:	
<input type="checkbox"/> Preliminary Review by Code Department	<input type="checkbox"/> Grant Approved
<input type="checkbox"/> Final Review by Code Department	<input type="checkbox"/> Grant Declined
	<input type="checkbox"/> Receipts Received