



Northport Redevelopment Authority Façade Improvement Program

The Northport Redevelopment Authority (NRDA) will encourage economic development and job creation in Northport by encouraging revitalization of the City's major commercial corridors, historic downtown, and riverfront. The NRDA, in partnership with City of Northport, will utilize a Façade Improvement Program (FIP) to provide financial assistance for exterior building renovations in Northport. **The deadline for receipt of applications in this initial round of grant funding opportunities is August 1, 2021.**

A. Eligible Applicants and Properties

Eligible applicants include owners of commercially operated properties or building tenants with lease authority and written approval of the property owner. Applicants shall be in full compliance with all City codes and cannot be delinquent on any current City charges or taxes. By submitting their application, applicants consent to a credit and, if deemed necessary by the Authority, a background check performed by the Committee. A separate credit check authorization form is included within the grant package. At the discretion of the Committee, the awardee may be required to furnish a performance bond in an amount sufficient to complete the project in the case that an awardee fails to do so per the Agreement with the Committee.

Buildings visible from public streets that are used in whole or part for commercial activities in the following areas are eligible:

- Within the City limits of the City of Northport

B. Eligible Improvements

FIP funds may be used for comprehensively restoring or substantially beautifying the façade of an eligible building. All proposed improvements must be visible from a public street and comply with all design standards outlined in the City of Northport Zoning Ordinance and are subject to final approval by the City of Northport.

Although not eligible for funding on their own, the following may be funded as part of a comprehensive façade improvement project:

Storefront Reconstruction	ADA Improvements
Awnings & Canopies	Shutters
Window Repair/Replacement	Gutter Repair/Replacement
Door Repair/Replacement	Signage
Cornice Repair	Historical Architectural Elements
Masonry Work	Dumpster/Utility Enclosures
Painting	Design & Permit Fees

C. Funding

The NRDA will provide a base grant of up to \$10,000, or a base grant amount of \$10,000 plus a matching grant dollar-for-dollar with an awardees investment up to a maximum amount of \$10,000. Total NRDA funding possible per project is \$20,000. The table below provides funding examples illustrating that the initial grant requires no match by the property/business owner up to \$10,000.00 total project costs. Any amounts requested above \$10,000.00 shall be matched by the property/business owner at a 50% rate, up to a total of \$20,000.00 in NRDA grant available.

Funding Examples:

Total Project Cost	NRDA Grant Funds	Awardee Matching Funds
\$ 2,500.00	\$ 2,500.00	\$ -
\$ 5,000.00	\$ 5,000.00	\$ -
\$ 10,000.00	\$ 10,000.00	\$ -
\$ 15,000.00	\$ 12,500.00	\$ 2,500.00
\$ 25,000.00	\$ 17,500.00	\$ 7,500.00
\$ 30,000.00	\$ 20,000.00	\$ 10,000.00

D. Application

Requests for funding assistance may be submitted to the NRDA on application forms provided by the NRDA. All applicants must complete an application and provide all required supplementary documentation to be considered for FIP funds. Applications will be available on the City of Northport's website and at Northport City Hall.

Completed applications must be submitted to the Northport Redevelopment Authority, ATTN: Whitney Dubose, Secretary, 3500 McFarland Blvd, Northport, AL 35746. Applications from an owner should include a copy of the deed, or a land contract. An application from a tenant must include a copy of the lease and written approval from the owner authorizing the submittal of an application.

E. Evaluation Criteria

The NRDA will utilize a ranking system in the selection process. All applications will be reviewed and scored based to the following criteria:

- 1) **Project Need:** Applications must adequately document the need for the project and how it meets the intent of the NRDA's FIP. Photos of the subject property must be included in each application.
- 2) **Project Impact:** Applicants must describe the benefits of the proposed project. Specifically, how it will have a positive impact on the individual businesses, surrounding area and the City of Northport. Location factors will be considered when reviewing the project's potential impact. Measurable economic benefits and outcomes are preferred.
- 3) **Budget:** All applications must include a well-defined budget. Items in the cost estimate must be eligible, reasonable, and realistic. The amount and source of matching funds must be provided.
- 4) **Feasibility:** Funding requests, cost estimates, proposed scope of work and estimated project schedule must be reasonable.
- 5) **Work Plan:** All applications must include a proposed work plan with timelines. Applicants should be able to demonstrate that project will be managed properly and be completed in a reasonable timeframe.
- 6) **Catalyst Project:** Priority consideration will be given to those projects deemed and shown to qualify as a catalyst project. A catalyst project for the area includes a use or mix of uses the FIP Review Committee and or the NRDA Board considers to be a priority and the building or site design and materials are of an exceptional character that warrant priority in the FIP. An applicant would need to demonstrate through their application and supporting materials that they believe the project to be a catalyst project.

A catalyst project has the ability to:

- Stimulate desirable new development and private investment in the area;
- Help retain and strengthen existing area businesses and development;
- Draw significant numbers of people to the area;

- Improve the quality of life for the area residents and surrounding neighborhoods.

F. Approval Process

The deadline for receipt of applications in this initial round of grant funding opportunities is August 1, 2021. All applications requesting FIP funds from the NRDA shall follow the following process:

- 1) The Secretary of the NRDA will review all applications for completeness. If all required documents and supporting materials have been received, the application can be certified as complete.
- 2) If an application is certified as complete, the application will be evaluated by City of Northport officials to provide reports to the NRDA Board of Directors as to indicate the applicant's compliance with City of Northport rules and regulations, including but not limited to building code and zoning matters. The City will also provide reports on the applicant individual or business to determine that they are in compliance all other relevant terms of the program. After receiving those reports the individual applications will be evaluated pursuant to the enclosed evaluation criteria by the Board of the NRDA. Upon a vote the majority of the Board of Directors of the NRDA present at the meeting may approve the application as is, approve the application for a lesser amount, table the application for another meeting and further discussion, request further documents, answers to questions, or clarifications from the applicant for further consideration, or deny the application outright. The FIP Review Committee may request additional drawings, plans, cost estimates, or other items to help with the review.
- 3) The number of applicants and availability of funding will affect the total number approved applications.
- 4) Following approval by the NRDA, the applicant shall enter into a Memorandum of Agreement (MOA) with the NRDA.

G. Awardee Requirements

All recipients of FIP funds from the NRDA must be able to meet the following requirements:

- 1) All awardees must enter into an MOA with the NRDA. The agreement will outline all terms and conditions of the grant. It will serve as the legal commitment of both parties as to funding commitments, project scope, project period, and funding disbursements.

- 2) All expenditures and work must occur within the project period designated in the executed MOA between the Awardee and the City of Northport.
- 3) Projects must be started within 60 days of the executed MOA and be completed within 180 days. Extensions may be requested if the project is delayed by inclement weather, the ordering of special materials, or other special or unique circumstances. These requests shall be made in writing to the NRDA. The NRDA will notify the applicant in writing of its approval, denial, or need for further information.
- 4) The awardee, project design professionals, general contractor and sub-contractors shall comply with all applicable laws and regulations, including all applicable provisions of the City of Northport's Municipal Code of Ordinances and Zoning Ordinance.
- 5) The awardee, project design professionals, general contractor and sub-contractors shall obtain all required licenses and permits before beginning construction.