

## Application Process

An applicant will complete an application provided by the RFIGP Administrator and deliver it with all necessary attachments and exhibits to the RFIGP Administrator.

An application will consist of the following:

- Application in the form approved by the RFIGP Administrator.
- "Before" pictures.
- Renderings of the proposed work.
- A written description of the project plans (scope of work).
- A detailed cost estimate for all eligible costs supported by a quote from one or more approved contractors or suppliers.

The RFIGP Administrator will submit the application to the Shawano County Vision 2017 Oversight Council for final approval. The RFIGP Administrator will notify the applicant of the decision.

## Completion of Work and Funding

The approved work must be completed within six months from the date of the Grant Agreement between the RFIGP Administrator and the applicant.

Upon completion of the work, the applicant will submit to the RFIGP Administrator a written request for funding certifying that the work has been completed in accordance with the approvals and certifying the expenses that have been incurred.

Please contact  
Shawano County  
Economic Progress, Inc.  
for the application  
materials and complete  
instructions.



1263 S Main Street  
PO Box 38  
Shawano, WI 54166  
715-524-2139  
nsmith@shawano.com  
www.shawanocountry.com



1263 S Main Street  
PO Box 35  
Shawano, WI 54166  
715-526-5839  
scepi@frontiernet.net  
www.shawanoecondev.com



**Retail  
Façade  
Improvement  
Matching  
Funds Grant**

## Façade Improvements Guidelines

- Owners of retail property with 25 or fewer full-time employees in Shawano or Menominee Counties are eligible.
- Tenants or land contract purchasers of property are eligible with the written approval and consent of the property owner on the application.
- Applications for up to fifty (50%) percent of the eligible costs of the project will be considered.
- The maximum grant amount is \$2,500.
- The funds will be reimbursed to the business owner upon satisfactory completion of the project.

## Conditions of Eligibility

Each applicant must meet the following requirements:

- The business must employ 25 or fewer employees.
- Property taxes and other County accounts must be current at the time of approval and funding.
- One new job (or full-time equivalent) must be created within two years of project completion.
- The applicant must, at the time of signing a RFIGP Agreement, identify the contractor or contractors who will perform the work and disclose if any contractor is a family member or employee of the applicant. The contractor or contractors must be approved by the RFIGP administrator.

## Why Façade Improvements?

- An attractive facade can significantly help sell the business to potential customers.
- The first impression is all you have to entice a visitor to your business so the façade treatment is key.
- The quality of the façade is a reflection of what sort of experience a potential customer will have once they go inside.

## TRANSFORM



## Eligible Costs:

Eligible costs include, but are not necessarily limited to, labor and material for:

- Exterior painting or exterior surface treatment.
- Outdoor lighting.
- Exterior signage.
- Entranceway improvements and windows.
- Awnings, canopies, sunshades, etc.
- Restoration of historic features.
- Asphalt paving.
- Fencing.
- Exterior woodwork and architectural metals (repair, cleaning, restoration, painting or replacement, including shutters).
- Masonry

## Ineligible Costs:

- Costs incurred before final grant approval.
- Landscaping.
- Sidewalks.
- Maintenance.
- Costs paid by the applicant in merchandise or in-kind services.
- Labor paid to the applicant or a family member of the applicant or an employee of the applicant unless the applicant, family member or employee of the applicant is a recognized contractor for the particular labor being provided to the project.