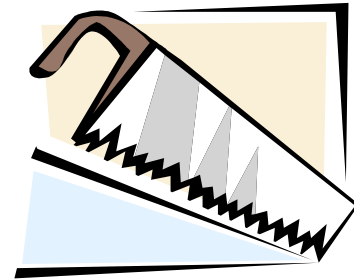


Commercial Improvement Program

Program Overview

The Bottineau Neighborhood Association is making available NRP funds designated for Bottineau business owners to upgrade and improve the appearance, structural condition and operating efficiency of their business. Businesses will be selected from all qualified applicants and if the number of applications exceeds the total dollars available, a lottery may be used.



Phase I Exterior Improvements

This program will be implemented in two phases. In Phase I, only exterior improvements will be eligible. Qualifying exterior improvements include

- Cleaning, painting and staining of exterior surfaces
- Masonry repairs
- Repairing or replacing cornices, entrances, doors, windows, decorative details and awnings
- Roofing
- Handicap accessibility improvements
- Lighting, landscaping and paving improvements
- Installation of exterior security equipment
- Public use bicycle racks (provided you have been denied funding by Minneapolis' cost-sharing program.)

Phase II Interior Improvements

In addition to exterior improvements, fixed interior improvements will be eligible for funding in Phase II. Qualifying fixed interior improvements include

- Repair/replacement of walls, ceilings and floors (including carpeting)
- Lighting
- Interior doors and entrances
- Electrical
- Mechanical
- Plumbing
- Air conditioning
- Architectural modifications
- Energy improvements

Ineligible Improvements & Uses

Program funds may not be used for equipment, maintenance costs, marketing, or improvements to adult oriented entertainment facilities or churches.

Available Funding Phase I - Exterior

Facade Recommendations →

The program will provide a reimbursement of 30% of qualifying project expenses up to \$6,000 as a matching grant. A minimum of a 70% private match is required for all qualifying expenses.

It is strongly recommended that the building facade recommendations contained in the Central Avenue Mainstreet Program Business Guide be followed, especially when the improvements are being made to structures over 70 years old. Please see the enclosed recommendations.

Available Funding Phase II - Interior

The program will provide a reimbursement of 20% of qualifying interior project expenses up to \$6,000 as a matching grant. A minimum of an 80% private match is required for all qualifying expenses. Qualifying exterior projects will be funded according to the Phase I guidelines.

Completion of Work/ Disbursement of Funds

Grant disbursements will be made only after the work is complete and inspected by a program inspector. In addition, the following must be provided:

1. A Certificate of Completion and Lien Waiver signed by the contractor
2. A Certificate of Completion indicating satisfaction with work completed signed by the business owner.
3. An original invoice from the contractor or materials supplier.
4. Evidence of City permit compliance if a permit was required.



Grant reimbursement will be made directly to the business owner. Note this program requires the business owner to fully fund the project up front. Grants will only be reimbursements for the stated percentage and/or amount of eligible and approved improvement costs.

A contractor or subcontractor that is licensed by the City of Minneapolis must complete any work hired out.

In the case of sweat equity projects, only the costs of materials will be reimbursed. Completion of Work/Disbursement of Funds items 3 and 4 still apply.

Time Limits

Once a project has been approved for funding and an approval notification is received by the business owner, project work must be completed within 120 days, weather permitting. If the work is not completed on time, and there is not an acceptable reason for the delay, the neighborhood reserves the right to a) hire a contractor to complete the work at the expense of the business owner, and/or b) withdraw the awarded grant reimbursement funds.

How to Apply

Applications will be accepted on a first-come first-served basis based on the availability of program funds. Applicants will be notified of their acceptance no later than five business days following a committee review of the application. Do not begin any proposed projects until you receive notification of approval.

Multiple projects may be included on an application. All projects listed must meet the guidelines and the funding limits (\$6,000) will be applied to the aggregate qualifying expenses.

For more information call Chris Gams at 612-782-2145.