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## Sioux Center Opportunity for Restoration/Revitalization SCORE Grant Program Application

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### **Purpose:**

The SCORE Grant program aims to support the business and building owners within Sioux Center's downtown district. The program seeks to enhance the aesthetic appeal, preserve architectural character (when applicable) and durability, and contribute to the overall quality of life by promoting a bright, welcoming commercial destination. This program is funded through a one-time \$100,000 budget allocation from City Council during the Highway 75 project.

*Note: Submitting an application does not guarantee project funding.*

### **Eligible Applicants:**

- Building owners in Sioux Center's highway-facing downtown district.
- Priority will be given to projects that reduce building vacancies and/or support retail establishments.

### **Program Structure:**

*Applicants may apply for one or both program categories if their project qualifies. Please submit separate applications if applying for both program categories.*

#### **1. Restoration**

*Focus: Replace or restore existing façade features.*

- Eligible Improvements (select any that apply):
  - Replacement of worn/outdated storefronts
  - Replacement of doors
  - Replacement or restoration of awnings
  - Replacement of signage/siding (must follow City Signage guidelines)
  - Repainting
  - Upgrades to exterior lighting
  - Other: \_\_\_\_\_
- Design Requirement: Basic design drawings must be submitted with application.
- Funding: 50/50 cash match generally up to a maximum of \$10,000 in forgivable funds.
- Forgiveness Period: Funds forgiven over a 5-year period in equal annual amounts on promissory note if improvements and ownership are maintained.

## 2. Revitalization

*Focus: Add new features or expand existing structures that enhance visibility or functionality.*

- Eligible Improvements (select any that apply):
  - Masonry or cornice repair
  - Building expansions
  - Installation of new awnings
  - New and aesthetically improved roofing
  - Additional storefront beautification
  - Other: \_\_\_\_\_
- Design Requirement: Building renderings are required for all Revitalization projects.
- Funding: 50/50 cash match generally up to a maximum of \$25,000 in forgivable funds.
- Forgiveness Period: Funds forgiven over a 5-year period in equal annual amounts on promissory note if improvements and ownership are maintained.

### Ineligible Uses:

- Concrete sidewalks
- Freestanding objects (e.g., benches, flower boxes, signs, etc.)
- Interior building improvements

### Funding Requirements:

- Funds are awarded only upon project completion via a forgivable loan.
  - Forgivable loan will occur over a five-year period in equal annual amounts.
  - Businesses must maintain ownership of the property for the full five-year period to receive the full amount. Sale of property prior to the five-year completion will forfeit remaining loan.
  - A promissory note will be required to ensure compliance with these terms.
- Grants are generally awarded on a 50/50 cash match basis.
- If the applicant is a tenant, the property owner must also sign the application to approve the project.
- All building design and materials must be approved by SCORE Review Board.
- Before any funds are awarded, all required documentation (before-and-after photos, renderings, receipts/invoices, etc.) must be submitted.
- Projects must abide by the Sioux Center Building Code and City Permits are required if/when necessary.

### Application Timeline:

- Applications Open: April 1, 2025
- Application Deadline: June 1, 2025
- Applications Reviewed: June 2025
- Project Completion Deadline: **June 30, 2026**
- Fund Availability: Funds are available starting July 1 and will be awarded upon project completion.

## **Applicant Information**

Organization Name: \_\_\_\_\_ Payable Applicant: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Email: \_\_\_\_\_

What SCORE Program are you applying for? (*Choose one*)

☐ **Restoration** – Replace or restore existing façade features (up to \$10,000)

☐ **Revitalization** – Add new features or expand existing structures (up to \$25,000)

Total Project Cost: \$ \_\_\_\_\_ Requested SCORE Grant amount: \$ \_\_\_\_\_

Brief Project Description (please attach necessary documents):

Property Owner Signature: \_\_\_\_\_

Tenant Signature (if applicable): \_\_\_\_\_

## **Application Process:**

- **Initial Application:** Submit completed application form along with estimated budget and project scope to the SCORE Review Board at the City Offices.
- **Review:** The SCORE Review Board will evaluate applications based on project impact, adherence to design standards and overall benefit to Sioux Center's community goals.
- **Approval:** Projects will not commence until the SCORE Review Board approves the application. The Board will make final funding decisions – with input from City Staff and Council Members as needed – and notify applicants accordingly.
- **Funding Agreement:** Approved applicants will sign a promissory note agreeing to the five-year forgivable loan structure. Funds will be forgiven in equal annual amounts over five years. If the property is sold before the five years are completed, the remaining portion of the forgivable loan will be forfeited and must be paid back.

## **For More Information/Questions:**

Contact the Community Development Director at 712-722-0761 or [lucash@siouxcenter.org](mailto:lucash@siouxcenter.org).