

2018 Homeowner Façade Grant Program

OVERVIEW:

The Noblesville Preservation Alliance, Inc. (NPA) offers an annual grant program to Noblesville homeowners to help defray the cost of certain exterior façade improvements. Starting in 2018, grants will be given out on a “first come, first serve” basis. The earlier you apply for the grant, the more likely the committee will have funds available. If funds for the current year are exhausted, the grant application will be considered the following year.

MISSION:

Noblesville Preservation Alliance will promote the preservation of historic neighborhoods and resources in order to enhance the quality of life in Noblesville. The Homeowner Façade Grant Program is designed to support Noblesville homeowners in the thoughtful restoration of historic residential properties. Exterior improvements to homes that are at least 50 years old, and are located within Noblesville city limits, will qualify. Other buildings or exterior features that are at least 50 years old are also eligible.

Homeowners are encouraged, wherever possible, to make improvements that restore the structure's original character. NPA will assist in identifying those features, when requested. Historic preservation requires research, attention to detail, and frequently, special skill sets. This program is intended to provide both financial and professional support, which ultimately will contribute to Noblesville's character and community.

OBJECTIVES:

- Foster preservation among homeowners
- Encourage thoughtful restoration of home exteriors and outbuildings
- Inspire neighboring owners to consider accurate restoration
- Create visible community impact
- Provide direct assistance to homeowners in the stewardship and preservation of historic properties
- Encourage practices that conserve the existing building stock and distinctive original features
- Promote architectural appreciation

GRANT TYPES & ELIGIBILITY

Matching Grants – NPA contributes 50% of the total project cost, up to \$1,000, for eligible exterior façade improvements. The maximum grant award will be \$1,000 for homeowners whose projects cost under \$10,000. For projects costing more than \$10,000, NPA will consider an increased grant award up to \$2,000 for exemplary projects, if funds are available. The Façade Grant committee will discuss the possibility for an increased award amount with eligible applicants. All matching grants are distributed as reimbursement, once NPA receives copies of third party receipts and inspects the completed project.

Seed Grants – Seed grants provide funding, up to \$500 per homeowner, to complete exterior façade improvements. Seed grants do not require a homeowner match. Grants will be distributed as reimbursement, once NPA receives copies of third party receipts and inspects the completed project.

ELIGIBILITY:

The applicant must be the owner of the property where the proposed project will take place.

Property must be:

- Residential, and at least 50 years old
- Located within Noblesville city limits

Owner must:

- Be current in property tax payments and must not have any city liens or fines against the property
- For matching grants, contribute 50% of total project cost, and any additional monetary cost beyond \$1,000 match
- Submit a plan for the proposed improvements. Improvements should follow the Secretary of the Interior's Standards and Guidelines for the Rehabilitation of Historic Buildings (See below)
- Refrain from beginning construction work covered by the grant proposal until award notification is received

Eligible Improvement Expenses:

- Masonry repair
- Repair to building façade (front, rear, sides are all eligible)
- Cleaning of outbuilding exterior
- Exterior painting
- Repairing, replacing and/or adding architecturally appropriate cornices, entrances, doors, windows, decorative detail, porches, etc.
- Adding or replacing architecturally appropriate design elements or lighting, especially where period-appropriate materials are used
- Other improvements such as exterior work on outbuildings or concrete work are eligible provided they are permanent in nature and contribute to the overall preservation of the property's historic character
- All homes meeting the above criteria will be considered for award funding, but NPA will give priority to projects taking place in the following historic neighborhoods:

Catherine Street Historic Neighborhood, 1870-1937, roughly bounded by Harrison, Clinton, west side of 9th St., and east side of 10th St.

Conner Street Historic Neighborhood, 1840-1947, roughly both sides of Logan and Conner Streets between 10th and 17th

South 9th Street Historic Neighborhood, 1860-1940, roughly bounded by Maple, Division, 10th Streets, and the west side of 9th St.

8th Street Corridor

Ineligible Activity:

- Exterior improvements that do not match the architectural style of the home
- Interior improvements
- Landscaping
- Roofing (unless of a traditionally historic material such as slate or cedar shingles)
- Work on additions/structures that are more recent than 50 years, unless the removal of those structures enhances the historic value of the property
- Purchase of furnishings, equipment, or other personal property that does not become part of the real estate

The Façade Grant Committee will evaluate all proposals to determine if a project contributes to the overall preservation of a property's historic character. Any use of modern materials and replacements should maintain the architectural style, spirit, and form of the home's exterior.

PROGRAM GUIDELINES:

Membership:

NPA Façade Grant awards are limited to members of the organization. Non-members may submit their \$35 non-refundable one year membership fee to NPA along with their façade grant application. Click [here](#) to join NPA.

Cost Estimates:

The applicant will be required to obtain two preliminary cost estimates in writing for all eligible improvements for which funding is being requested. The bids should be itemized for specific portions of the project (i.e. window repair, ironwork, etc.). The bids submitted to the Grant Review Committee shall include only those improvements that are eligible for grant assistance. Any improvements that are not eligible for the Homeowner Façade Improvement Program should be bid separately.

Each contractor must make bids for the same scope of work. Projects that are approved for funding will be based on the lowest bids; however, the applicant may select any of the submitted bidders to complete the improvement if the applicant chooses to pay the higher cost. In the event that two bids greatly differ in cost, NPA reserves the right to request that the homeowner submit a third bid.

If homeowners intend to complete the project labor themselves, two cost estimates should be obtained for the cost of all supplies for which they are requesting grant funding. Many home improvement stores are able to print out a list of project supplies and associated prices at the request of the customer. If a store does not offer this service, NPA will accept photographs of the product PLU's showing each item's price, along with an accompanying tabulation of total cost by the applicant. Please see information below for clarification on eligible projects for homeowner labor.

Labor:

A licensed contractor must complete all mechanical work such as electrical, plumbing, etc. The applicant must obtain and submit two written bids as required for all eligible improvements for which the applicant is requesting funding. The applicant may be capable of doing certain types of labor; however, this cannot be considered as part of the match. If the homeowner is planning to complete the labor themselves, they should demonstrate to the grant committee their ability to complete the work. In these instances, requests for funding should be based solely on the cost of supplies.

Permits and Fees:

Grant recipient is responsible for obtaining any required local and/or state permits. Additional information on permits is available from the city of Noblesville's Planning Department (317-776-6325). City and/or state permitting fees are not eligible for grant funding.

Changes to Project Plans:

If the recipient decides to change the project after funding approval, NPA reserves the right to revoke the payment of funds. If changes are made to the project and are brought to the NPA Review Committee for consideration, the committee will determine if the project is still appropriate. Funding will not be increased after notification of the initial award.

Start of Work & Project Completion:

The project must be completed within a calendar year from the day the grant is received. Funds spent prior to grant approval do not guarantee matching funds and may not be eligible for reimbursement. Homeowners will be asked to provide copies of all third party receipts in order to claim grant funds. The Façade Grant Committee will also complete a visual inspection of the completed project prior to grant payout. Homeowners will be asked to provide before and after photographs which NPA may use on its website and for other purposes.

APPLICATION INSTRUCTIONS:

Estimates:

Obtain estimates from 2 contractors as follows:

1. Estimates should be itemized for specific portions of the project and should only contain bid information for portions of the project that are eligible for NPA funding
2. All bids must be for the same scope of work
3. Submit estimates on contractor's company letterhead
4. Estimates should include the contractor's name, address, and telephone number
5. All copies of estimates submitted to NPA must be fully legible
6. NPA reserves the right to request a third bid in the event that the two submitted bids vary greatly in cost

Project Plans:

Summarize the proposed project on the NPA application form, and include any applicable design plan, pictures of proposed materials, or rendering of proposed work. Project summaries should be as specific as possible, and any use of architectural design elements, lighting, etc. should be described in detail.

Photographs:

Please submit the following photographs with your application (digital images preferred)

1. Complete view of home's front exterior
2. Complete view of side of home where restoration work will occur, if not front exterior
3. Close-up images of area where work will be performed, including one photograph showing the proposed work area and 3 feet of space on all sides of the area to be restored
4. Close-up images of any detail work

PROCESS:

A review committee consisting of representatives of NPA membership will consider all applications and recommend winners. Any application that does not meet the eligibility requirements listed above or fails to submit a complete application will be immediately disqualified. Grant applications will be reviewed by the Façade Grant Committee and funding decisions will be finalized at each NPA Board Meeting (2nd Tuesday of each month).

GRANT MATCH & PAYMENT:

The grant recipient will be reimbursed for work that is completed, based on receipts to be submitted to the Review Committee and a visual inspection at the completion of the project.

SUGGESTED RESOURCES:**Design Review:**

Applications will be judged using the criteria set forth in the Secretary of the Interior's Standards and Guidelines for Rehabilitation of Historic Buildings. These simple guidelines discuss the basic criteria that should be met with any restoration project. Copies may be obtained in electronic format from the following website: [Standards & Guidelines](#)

Use these resources to better understand the process that homeowners, developers, and Federal agency managers use to meet generally accepted preservation standards. As such, they are not meant to give case-specific advice or address exceptions or rare instances. Careful case-by-case decision making is best accomplished by seeking assistance from qualified historic preservation professionals in the planning stage of the project. Additionally, a list of suggested resources is provided at the end of this document to help homeowners begin the research process.

A qualified contractor who is well-versed in working with historic homes can act as a valuable resource for homeowners. Homeowners who need help finding a contractor may contact the Library and Information Center at Indiana Landmarks. They maintain a list of local contractors who are willing to work on historic properties, and will provide a copy upon request. Call 317-639-4534 or email sstanis@indianalandmarks.org. Angie's List also provides names and reviews of local contractors.

Books available through Hamilton East Public Library:

Baine, Clem. *The Old-House Journal Compendium*. Woodstock, NY: Overlook Press, 2008, 1980.

*Guidebook for the restoration of historic homes. Noblesville (690.24 OLD 2008).

Butcher, Ward. *Dictionary of Building Preservation*. New York: John Wiley & Sons, 1996.

*Contains definitions of over 10,000 building preservation terms. Noblesville (IND RM REF 720.3 DIC).

Department of the Interior. *Preservation of Historic Architecture: the U.S. Government's Official Guidelines for Preserving Historic Homes*. Guilford, Connecticut: The Lyons Press, 2004.

*Best practices and official guidelines for restoring historic homes. Noblesville (363.69 PRE 2004).

Foster, Gerald L. *American Houses: A Field Guide to the Architecture of the Home*. Boston: Houghton Mifflin, 2004.

*Field guide to historic architectural styles. Noblesville and Fishers (728.37 FOS 2004).

Foulks, William G. *Historic Building Facades: The Manual for Maintenance and Rehabilitation*. New York: John Wiley & Sons, 1997.

*Information on façade materials, including restoration and replacement. Noblesville (690.2 HIS 1997).

Hewitt, Mark A. *The Vintage House: A Guide to Successful Renovations and Additions*. New York: W.W. Norton & Co., 2011.

*Guidebook for restoration of historic homes. Noblesville (643.7 HEW 2011).

McAlester, Virginia. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1984.

*Field guide to historic architectural styles. Noblesville and Fishers (917.3 MCA).

Stuart, David C. *Gardening With Heirloom Plants*. Pleasantville, NY: Reader's Digest Association, 1998.

*A catalog of heirloom plants with planting instructions. Noblesville and Fishers (635 STU).

Other Books:

Adams, Denise W. *Restoring American Gardens: An Encyclopedia of Heirloom Ornamental Plants, 1640-1940*. Portland: Timber Press, 2004.

*A directory of heirloom plants, including listings by region and date.

Gardner, JoAnn. *The Heirloom Flower Garden: Rediscovering and Designing with Classic Ornamentals*. White River Junction, VT: Chelsea Green Pub. Co., 2001.

*A directory of heirloom flowers and shrubs.

Websites:

- Old House Journal, <http://www.oldhousejournal.com>
 - How-to articles on exterior restoration and preservation
- Old House Web, <http://www.oldhouseweb.com>
 - Resources for Architectural salvage and how-to articles
- Historic Buildings, "Historic Architecture Styles," <http://historicbldgs.com/styles.htm>
 - Descriptions of historic architecture styles with photographs
- National Park Services Preservation Briefs, <http://www.nps.gov/tps/how-to-preserve/briefs.htm>
 - Guidelines for best practices on various exterior restoration projects

Other Resources:

- Indiana Landmarks Library & Information Center
 - Resources include over 1,200 books and articles on preservation and historic architecture. Open to the public by appointment. For more information, visit <http://www.indianalandmarks.org/Resources/Library/Pages/default.aspx>



Noblesville Preservation Alliance 2018 Homeowner Façade Grant Application

Homeowner Name: _____

Address of property where proposed project will take place: _____

City: _____ State: _____

Who is the primary contact for this project:

Name: _____

Address: _____

Phone: _____ E-mail Address: _____

List all legal owners/partners: _____

Please select ALL that apply:

I am applying for a matching grant, up to \$1,000

I am applying for a matching grant, with a project costing more than \$10,000, and I would like to be contacted if additional funding is available (maximum \$2,000)

I am applying for a seed grant, in an amount less than or equal to \$500

Please select ONE of the following:

I am a current member of NPA

I am not a current member of NPA and have enclosed my \$35 non-refundable application fee, which includes a one year membership in NPA (if submitting application by e-mail, please indicate that the check has been mailed separately)

	YES	NO
Have any city/county violations been filed against the property/owner?	_____	_____
Are property taxes current? (taxes must be current)	_____	_____
Is the property located within a designated historic district?	_____	_____
Is design assistance needed?	_____	_____
Is there structural damage to the building?	_____	_____

If yes, please describe:

Estimated Total Cost of Work \$ _____

Amount of Funding Requested \$ _____

Please describe the proposed project (attach letter for more details if needed):

CERTIFICATION BY APPLICANT:

The applicant certifies by signing below that he/she is the owner of the property for which improvements are being proposed in this document and that there are no current code enforcement actions pending against this property.

I/we have reviewed the program overview and guidelines, have familiarity with the responsibilities of each party, and understand that:

- The Façade Improvement grant is paid to the applicant as reimbursement of paid invoices to third party contractors.
- All services to be performed by third party contractors shall be the subject of agreement between the applicant and contractors.
- The NPA shall not assume any liability for such agreements, except as specifically authorized by this program.

I/we have read and understand the program guidelines, accept the qualifications and conditions and through signature(s) below, certify that I/we are qualified and will abide by such conditions set forth in this application and all reasonable conditions which may be issued by the NPA, Inc. in the implementation of this program.

Applicant Signature/s: _____

Date of Application: _____

CHECKLIST

Please verify that the following information is included in your application. For detailed instructions, please refer to the grant application packet.

- ___ Copies of cost estimates from 2 contractors
- ___ Project plans or other appropriate design documentation/rendering of proposed work
- ___ Photographs of existing condition of property

Mail Completed Application to:

NPA Façade Improvement Grant / P.O. Box 632 / Noblesville, IN 46061

E-mail application to: info@noblesvillepreservation.com