



WELLS ECONOMIC DEVELOPMENT AUTHORITY Commercial Building Exterior Enhancement Grant Program

PURPOSE:

The purpose of the Wells Economic Development Authority Commercial Building Exterior Enhancement Grant is to support local businesses by aiding in the maintenance and updating of the exterior of commercial buildings in the city of Wells.

PROGRAM GUIDELINES:

1. Grants are available to non-governmental owners of commercial buildings located within the city limits of Wells, Minnesota.
2. Grant money is available for 50% of the project cost (not including building permit/zoning fees) up to a maximum of \$5,000 per building per 24-month period.
3. The main floor of the building must be primarily used for commercial business.
4. Primary consideration will be given to projects necessary to maintain the integrity of the structure.
5. Secondary consideration will be given to projects that improve the appearance of the exterior of the building.
6. Improvements may include but are not limited to the repair or replacement of:
 - Windows
 - Doors
 - Roof
 - Thresholds/Entryways
 - Awnings
 - Tuck pointing/Mortar repair
 - Signage
 - Sandblasting
 - Exterior Painting
7. Application and guarantee of matching funds must be made by the building owner or leaseholder with written approval from the owner for improvements of the building.
8. Improvements that are completed prior to application approval are not eligible for reimbursement through this program.
9. Work must be completed within 180 days from the date of the grant approval notification. If you are unable to complete the work within this timeframe, you must submit a written request for a one-time 180-day extension.
10. Demolition of a building will be considered by the Wells EDA on a case-by-case basis.
11. There is a cap of \$25,000 per year for this program, as set by the Wells EDA; however, the Board reserves the right to modify or increase this amount at its discretion.

GRANT APPLICATIONS:

1. Grant applications will be accepted until the program is closed for the year due to the \$25,000 cap being reached or until the program is discontinued by the Wells EDA.
2. An application must be filled out providing detailed information on the project including:
 - Scope of the repair or replacement
 - Estimated timeline for the project
 - Contractor and vendor information, including a copy of bids/quotes
 - If the work is going to be done by the building owner, only the materials for the project are grant-eligible
 - Photographs of the building showing the area to be improved as it exists before commencing work.

APPLICATION REVIEW PROCESS:

The grant application review process involves examination of application including plans and specifications of the project by the Wells EDA, who will make the final decision on awards.

CONFLICT OF INTEREST:

City of Wells employees or volunteers will recuse themselves from the consideration process with respect to any application for a grant with which they have a conflict of interest or which might reasonably present the appearance of conflict of interest.

PAYMENT:

Grant funds will be paid to the applicant following:

1. Inspection of completed project by the City of Wells Building Official.
2. Material and labor receipts along with proof of payment by applicant.
3. Photographs of the building after the work has been completed.

MAIL OR DELIVER COMPLETED APPLICATIONS TO:

City of Wells
Attn: Wells EDA
125 S Broadway
Wells, MN 56097

WELLS ECONOMIC DEVELOPMENT AUTHORITY
Commercial Building Enhancement Grant Application

APPLICANT INFORMATION

Applicant Name:	
Address:	
Phone:	Email:

BUSINESS INFORMATION

Business Name:	
Address:	
Office Phone:	Office Fax:
Email:	Website:
County Recorder's Parcel Number of the Property:	

FINANCIAL INFORMATION:

Estimated project cost: \$_____

Grant amount requested: \$ _____

PROJECT DESCRIPTION

Describe the need and reason for the improvements:

[illegible]

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on its right side, suggesting it's resting on a surface.

Contractor	Service/Material	Estimated Cost
TOTAL:		\$

Building Owner Signature: _____ Date: _____

EDA President Signature: _____ Date: _____