



Village of Paw Paw, Michigan Downtown Development Authority's Business Support Programs

The Paw Paw Downtown Development Authority is aggressive about supporting its downtown businesses.

Created to promote and enhance the commercial core of the community, to preserve the public investment in this area and to improve the viability of businesses within the DDA district. To encourage business and property owners to improve and maintain building facades and recognizing the public nature of the facades in the District, the DDA offers a variety of business support programs. For more information contact DDA Director Mary Springer at 269-657-5395 or ppccdda@btc-bci.com.

A. **Paint and Labor.** The DDA may reimburse the property or business owner **75%** of the cost of paint and labor. The DDA's portion of expenses will not exceed **\$3000** maximum. Paint colors **must** meet the general guidelines of the DDA for consistency in the District. All buildings in the District qualify for this program, including residential homes. Purchase of paint from a business within the District qualifies the applicant for an additional **5%** participation from the DDA, above the program guidelines previously stated.

B. **Exterior Improvements.** The DDA may provide up to **1/2** of the funding for this type of project



that may include work for other than the facade such as painting, door and window repair or replacement, improvements to the exterior grounds, replacement of siding, roof work, brick replacement, etc. Projects **must** be approved by the Design and Presentation Committee for conformity with any approved design criteria and overall consistency with the character of the District. Maximum

funding from the DDA, per project, would be **\$10,000**. Purchase of materials or services from a business within the District qualifies the applicant for an additional **5%** participation from the DDA, above the program guidelines previously stated.

C. **Façade Renovation and Restoration.** Façade restoration projects may include work such as painting, window repair, replacement of siding, minor tuck pointing, brick replacement, etc. Upon approval from the Design and Presentation Committee, the DDA may loan up to **75%** to a property or business owner for a project in excess of **\$10,000**. The DDA loan amount will not exceed **\$15,000**. Terms of the loan will be set to provide an incentive to the property or business owner and typical terms shall provide for an interest rate of **2% below prime**, with a **7 year amortization** period. At the discretion of the Design and Presentation Committee, purchase of materials or services from a business within the District qualifies the applicant for additional consideration in the terms of the loan; such as increasing the amortization period. Application

must be submitted for approval within **90 days** of commencement and work must be completed within **6 months** of application.

E. Interior Improvement. This program mirrors A-B-C above but is for interior work on a building to make it suitable for today's businesses. Applicants may follow the same application format as for those programs. (See below.)

D. Demolition. A property owner may request grant funds from the DDA for demolition. The request is made in narrative format detailing the reason for the demolition, cost of the project, what the final area will look like or what will be built in the cleared space. Requests will be reviewed on the basis of the community benefit of the project (safety, beautification, clearing for new construction, etc.) Any funds granted apply to the \$25,000 maximum amount per parcel (see below).



For all Programs. . .

- These programs are contingent upon availability of budgeted funds and will be awarded on a first come first served basis.
- The Downtown Development Authority reserves the right to revise or end these programs at any time and in no way guaranties availability of funding for any specific project or at any given time.
- The maximum grant and loan for any one parcel is **\$25,000** within a **5-year** time frame with the exception of change of ownership.

Separate Applications Required. . .

You may apply for all five types of programs but you will need to submit a different application for each type of program for which you seek funding. There is an application for: Paint and Labor, Interior Improvements, Exterior Improvements, Exterior Façade Renovation and Restoration, and Demolition grants and loans. You will need to separate supporting documents for each application. This may mean you copy and code receipts for each application. Applications for each are on the next five pages.

The DDA thanks you for your interest in staying and growing in the Village of Paw Paw.

The Village of Paw Paw Downtown Development Authority

Mary Springer, DDA Director

129 S. Kalamazoo Street, Paw Paw MI 49079.

Email: ppccdda@btc-bci.com

Office Telephone - 269-657-5395

Village of Paw Paw Downtown Development Authority
Paint and Labor Application

Property Address: _____

Property Owner: _____

Contact Phone Number: _____

_____ **Paint & Labor** - the DDA will pay 75% of cost of paint and labor not to exceed \$3000

*** All amounts are reimbursement, evidence must be provided showing expense has been paid and projects must be approved by the Design and Presentation Committee.

Start Date: _____ Finish Date: _____

Paint and Labor Projects: Use additional sheets and attach documents if necessary. Describe Work to be Accomplished and Estimated Cost of Project (Please provide detail):

Amount of DDA Funding Requested: \$ _____

Signature of person requesting funds: _____

Date of Request: _____

Submit application to:
Mary Springer, DDA Director, Paw Paw DDA
129 S. Kalamazoo Street, Paw Paw MI 49079
Email: ppccdda@btc-bci.com. O-269-657-5395

Village of Paw Paw Downtown Development Authority
Exterior Improvements Application

Property Address: _____

Property Owner: _____

Contact Phone Number: _____

_____ **Exterior Improvements** – the DDA will provide up to 1/2 of funding for exterior improvements for other than the façade. Maximum funding per project is \$10,000. This is intended for work other than façade renovation and repair.

*** All amounts are reimbursement, evidence must be provided showing expense has been paid and projects must be approved by the Design and Presentation Committee.

Start Date: _____ Finish Date: _____

Exterior Improvements: Use additional sheets and attach documents if necessary. Describe Work to be Accomplished and Estimated Cost of Project (Please provide detail):

Amount of DDA Funding Requested: \$ _____

Signature of person requesting funds: _____

Date of Request: _____

Submit application to:
Mary Springer, DDA Director, Paw Paw DDA
129 S. Kalamazoo Street, Paw Paw MI 49079
Email: ppccdda@btc-bci.com. O-269-657-5395

Village of Paw Paw Downtown Development Authority
Interior Improvements Application

Property Address: _____

Property Owner: _____

Contact Phone Number: _____

_____ **Interior Improvements** - the DDA will provide up to 1/2 of funding for interior improvements. Maximum funding per project is \$10,000.

*** All amounts are reimbursement, evidence must be provided showing expense has been paid and projects must be approved by the Design and Presentation Committee.

Start Date: _____ Finish Date: _____

Interior Improvement Projects: Use additional sheets and attach documents if necessary. Describe Work to be Accomplished and Estimated Cost of Project (Please provide detail Work to be Accomplished and Estimated Cost of Project (Please provide detail):

Amount of DDA Funding Requested: \$ _____

Signature of person requesting funds: _____

Date of Request: _____

Submit application to:
Mary Springer, DDA Director, Paw Paw DDA
129 S. Kalamazoo Street, Paw Paw MI 49079
Email: ppccdda@btc-bci.com. O-269-657-5395

Village of Paw Paw Downtown Development Authority

Façade Renovation & Restoration Application

Property Address: _____

Property Owner: _____

Contact Phone Number: _____

_____ **Façade Renovation and Restoration** – the DDA will loan up to 75% for a project in excess of \$10,000. The Loaned amount not to exceed \$15,000. Terms of repayment are 2% below prime interest with a 7 year amortization schedule.

*** All amounts are reimbursement, evidence must be provided showing expense has been paid and projects must be approved by the Design and Presentation Committee.

Start Date: _____ Finish Date: _____

Façade Renovation & Restoration Projects: Use additional sheets and attach documents if necessary. Describe Work to be Accomplished and Estimated Cost of Project (Please provide detail):

Amount of DDA Funding Requested: \$ _____

Signature of person requesting funds: _____
(check one below)

Date of Request: _____

Submit application to:
Mary Springer, DDA Director, Paw Paw DDA
129 S. Kalamazoo Street, Paw Paw MI 49079
Email: ppccdda@btc-bci.com. O-269-657-5395

Village of Paw Paw Downtown Development Authority
Demolition Project Application

Property Address: _____

Property Owner: _____

Contact Phone Number: _____

_____ **Demolition** - the DDA will consider demolition requests on a case by case basis. No dollar amount is established except the maximum grant and loan for any one parcel is **\$25,000** within a **5-year** time frame with the exception of change of ownership.

*** All amounts are reimbursement, evidence must be provided showing expense has been paid and projects must be approved by the Design and Presentation Committee.

Start Date: _____ Finish Date: _____

Demolition Projects: Use additional sheets and attach documents if necessary. Describe Work to be Accomplished, Estimated Cost of Project and benefit to community. (Please provide detail):

Amount of DDA Funding Requested: \$ _____

Signature of person requesting funds: _____

Date of Request: _____

Submit application to:
Mary Springer, DDA Director, Paw Paw DDA
129 S. Kalamazoo Street, Paw Paw MI 49079
Email: ppccdda@btc-bci.com. O-269-657-5395