

# Friends of Old Annville, Inc.

## Façade Grant Assistance Program

### Overview

The Façade Grant Assistance Program of Friends of Old Annville is intended to help owners of private residences and independent businesses in Annville preserve, renovate, and/or restore the exteriors of their historic buildings. The grant program will focus on the façades of historic properties within the historic district defined by the National Register of Historic Places (*National Register Historic District*). Façade work supported by these grants should generally be visible from the street and in the public view.

Each year, the Board of Directors of Friends of Old Annville will decide the amount of funding that the organization can allocate to the Façade Grant Assistance Program. For the calendar year 2022, Friends of Old Annville will make available up to \$4,000 for the Façade Grant Assistance Program. Applications will be accepted and grants will be awarded on a rolling basis throughout the year. The success of an application or the amount of any single award will vary, based on the availability of funds and the number of applicants.

### Requirements

Chapter 4, Part 1 of the Code of Ordinances of Annville Township delineates an **Annville Historic District** and establishes a **Historic Architectural Review Board** (HARB) to review and rule on proposed changes to historic buildings in the district. Prior to submitting a Façade Grant application, a property owner within the HARB-regulated *Annville Historic District* must obtain a Certificate of Appropriateness for their proposed project from HARB, (see <https://annvilletwp.com/historic-architectural-review-board/>) and from the Board of Commissioners of Annville Township as well. Note that the *Annville Historic District* falls entirely within the larger *National Register Historic District* (see the Historic District part of this website, under Preservation, for a map of the two districts). Some properties in the larger district, eligible for this program, therefore may not be under the purview of HARB.

### Exclusions

- Landscaping projects do not qualify for the program.
- Property owners currently serving on the Board of Directors of the Friends of Old Annville are not eligible for the program, nor are property owners who have served on the Board within one year of submitting a grant application.

### Grant Process

All awards by the Friends of Old Annville will be matching grants. In no case will the grant funding exceed 50% of the project costs. The grant funds will be paid directly to the owner as

reimbursements for documented expenditures once the improvements are completed and inspected, or paid directly to a contractor, as the situation warrants.

Applicants are asked to obtain quotes from at least one contractor prior to making the grant application. The grant assistance program will also accept applications for do-it-yourself (DIY) improvements by the property owner, in which case the application must itemize the expected costs of materials. An application may include both contractor and DIY costs. If the applicant sells the property prior to the completion of the improvement, the grant will be revoked. Once the grant is awarded and the proposed improvements are completed, a member of the Façade Grant Committee of Friends of Old Annville will inspect the work for completion. Following a satisfactory inspection, Friends of Old Annville will issue a check for the documented expenditures.

If the proposed work on a grant application is not completed within one year of notification of receiving the grant, the grant becomes null and void. A written request for an extension can be made to the Façade Grant Committee of Friends of Old Annville if unforeseen delays are encountered or if the project has an anticipated duration of longer than one year. Completed projects will be recognized at a Friends of Old Annville Annual Meeting and will be featured in the Landmark newsletter.

### **Criteria for Awarding Grants**

The Friends of Old Annville Façade Grant Committee will evaluate each application on the following criteria.

1. The historical significance of the building itself,
2. The degree to which the project restores and/or preserves historically important aspects of the building's architecture.
3. The need/urgency of the proposed work,
4. The impact of the project on the surrounding streetscape, and
5. The thoroughness of project planning.

**Friends of Old Annville  
Façade Grant Assistance Program  
Grant Application Form**

**Property Owner Information**

Name(s)\_\_\_\_\_

Mailing Address\_\_\_\_\_

Address of Project\_\_\_\_\_

Home Phone\_\_\_\_\_

Other Phone\_\_\_\_\_

E-mail\_\_\_\_\_

Owner occupied or occupied by tenants? \_\_\_\_\_

**Property Information**

Please provide a brief statement of the historical significance of the property

Please attach pictures of the building itself and of the areas needing work.

## Proposed Work/Alterations

Description of work/alterations proposed - list each item separately

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

### A. For Projects Involving a Contractor

Intended Contractor's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**Please append, from the contractor chosen for this project, a written quote detailing the costs of labor and materials.**

**Please append other contractor quotes for this project if available.**

**Total Cost of Contractor Portion of Proposed Project    \$ \_\_\_\_\_**

**B. For Do-It-Yourself (DIY) Projects**

Please list below the materials for the project, amounts needed, costs, and vendors to be used.

<b>Material</b>	<b>Amount</b>	<b>Cost</b>	<b>Vendor</b>

**Total Projected Cost of DIY Materials    \$\_\_\_\_\_**

**Total Proposed Cost of Project (Contractor plus DIY Costs)    \$\_\_\_\_\_**

**Estimated Time Frame (Year and Month) for Completion of Project**

**Start Project** \_\_\_\_\_

**Finish Project** \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Completed applications should be mailed or emailed to:**

Friends of Old Annville  
Attn: Façade Grant Committee  
P.O. Box 99  
Annville, PA 17003

**Email: [fooa.annville@gmail.com](mailto:fooa.annville@gmail.com)**