

## CITY OF ANTIGO SEARCH GRANT PROGRAM

### PROGRAM OBJECTIVES AND CRITERIA

The City of Antigo Suick Economic Assistance Rewards Creating Hope (SEARCH) Grant Program is designed to enhance the overall economic vitality and character of Downtown Antigo. Funding is used for businesses significantly impacted by the pandemic and is designed to provide financial assistance to property owners/tenants looking to improve/restore/rehabilitate their commercial businesses; ultimately enhancing Downtown Antigo. Grant funds were made possible through the Suick Family Foundation, the City of Antigo and the Langlade County Economic Development Corporation.

#### Applicant Eligibility Requirements

Property owners or tenants of commercial/mixed-use buildings located within the Downtown corridor are eligible to apply. In the case where the tenant is the applicant, the permission of the property owner is required.

All existing commercial, service or mixed –use buildings within the corridor (see map) are eligible to receive funding. Property taxes and other City accounts must be currently paid to remain qualified.

#### Eligible Improvements

- Equipment and software upgrades in order to improve competitive stance of the business
- Funding infrastructure and building renovations to enhance the attractiveness and marketability of the corridor

All grant funded improvements must be permanent and fixed in type and/or nature. Improvements must meet all City of Antigo code requirements including zoning, building and safety codes. The applicant must obtain all necessary permits and pay any corresponding fees.

The City of Antigo's Economic Development Committee reserves the right to determine the eligibility of all items in a project's scope of work. Eligible items include, but may not be limited to:

- Point-of-Sale and e-Commerce systems
- 2nd story exterior painting/renovations
- Outdoor wall lighting to match streetscape design
- Door, awning and window repair or replacement
- Other exterior repairs/maintenance subject to review
- Interior renovations subject to review
- Hardscape services: decks, fountains, patios, etc.

#### Ineligible Improvements

- Purchase of lease payments towards property
- Signing or advertisement
- Purchase of inventory, consumables or other operating investments

### ***Buy Local***

Whenever possible, Applicants are strongly encouraged to use local contractors to complete all tasks associated with their renovation. This will not only help garner support to continue this program, but more importantly helps to sustain our local economy. Owners/tenants will not be compensated for personal time, use of existing materials or construction tool purchases.

### **Application review process**

1. Applications must be submitted to the Economic Development Corporation. An application from a tenant must include a copy of the lease and written approval from the owner.
2. The applicant must submit photographs of the project features to be improved.
3. A Team may visit the site to discuss the proposed improvements. If the proposal meets the requirements of the Grant Program, a Conditional Letter of Approval will be sent to the owner/tenant. This letter may require modifications or changes to the original proposal.
4. If the application is conditionally approved, the owner/tenant may be required to prepare and submit cost estimates and drawings of the proposed work, in order to obtain final approval.
5. The applicant must obtain permits for the required work.
6. Applicant must provide proof (paid invoices) of investments before requesting matching grant funds.

### **Evaluation Criteria**

The City of Antigo's Economic Development Committee's decision to accept an application will be based upon available funds, the merits of the proposed project and the support it provides to the general improvement of Downtown Antigo. **All approved projects will meet the criteria presented in this document.**

- Significant improvements to the visual appearance or the overall renovations of the building
- The level of investment being made to the property
- Collective participation of adjacent property owners, if applicable
- How it relates to the overall existing architecture/history of the building
- How it relates to the overall recovery from COVID 19 impacts to the business

### **Grant Award**

Grants will be awarded on a first-come, first-serve basis; and will be awarded based on the Evaluation Criteria. This is a reimbursable program. For every \$1 that the applicant spends, they can be reimbursed \$1 of grant funding to a maximum of \$5000 per applicant (\$10,000 total project cost). The applicant must use private funding sources to match the grant. If funding is not initially approved, applicants are encouraged to alter the scope of the project and reapply for any remaining funds.

**CITY OF ANTIGO**  
**SEARCH GRANT PROGRAM APPLICATION**

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Business Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Definition of Project Scope: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROJECT BUDGET**

List Individual Project Elements (Awning, painting of trim, POS system, etc.)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total:	_____

**REQUIRED ATTACHMENTS**

Photographs of project to be improved  
Copy of lease, land contract, deed, or current tax bill  
Written authorization from landowner if tenant is the applicant  
Bids, estimates, contracts, design drawings, if appropriate

**APPLICANT'S CERTIFICATION**

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining a grant under the City of Antigo Façade Grant Program and is true and complete to the best of the applicant's knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

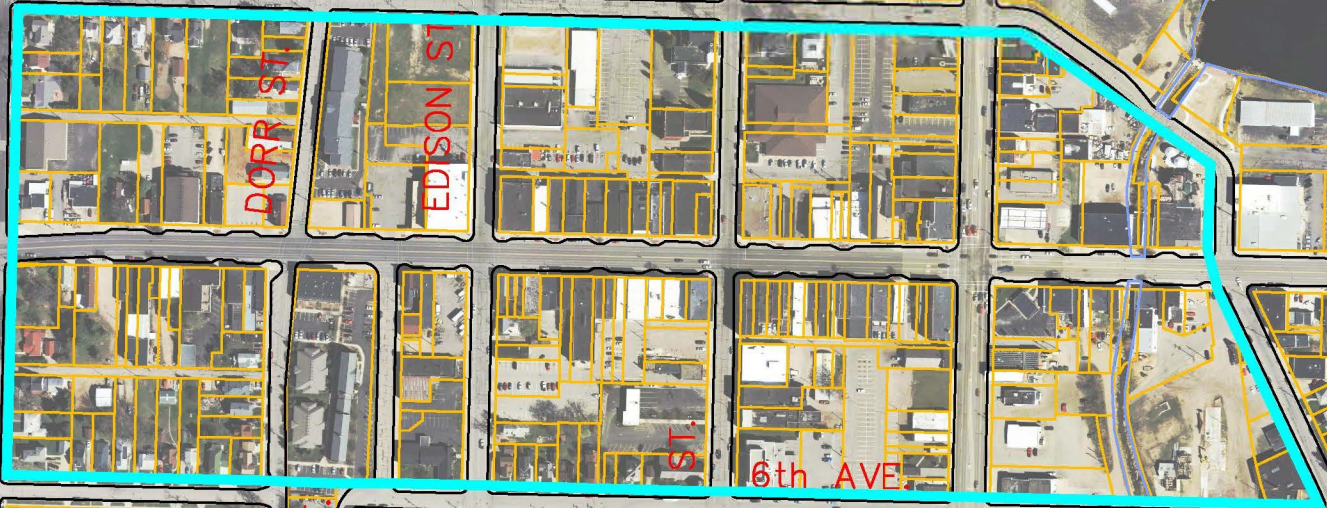
Please send this completed application and accompanying materials to:  
The Economic Development Corporation  
Attn: Angie Close  
312 Forrest Avenue, Antigo WI 54409  
715-623-5123 (p)

[aclose@co.langlade.wi.us](mailto:aclose@co.langlade.wi.us)

[www.langladecountyedc.org](http://www.langladecountyedc.org)



# CITY OF ANTIGO DOWNTOWN SEARCH GRANT PROGRAM



## PROGRAM OBJECTIVE

The Downtown SEARCH Grant Program is designed to assist with the following:

- Equipment and software upgrades in order to improve competitive stance of the business.
- Funding infrastructure and building renovations to enhance the attractiveness and marketability of the Downtown Antigo corridor.