



Industrial Development Authority of the Town of Orange

119 Belleview Ave., Orange, Virginia 22960

Phone: (540)672-5005

1. What is the Town of Orange Industrial Development Authority's F.I.G.-PLUS Grant Program?

The Town of Orange provides an up-to-\$1,000.00 reimbursement grant to building and business owner tenants of commercial and/or mixed-use buildings as matching funds for building owners who apply and complete facade improvements (detailed below). Awardees of the Town facade improvement grant are eligible to apply for a FIG-PLUS grant, which is a separate reimbursement grant of up to an additional \$1,000.00 in funds, for projects costing more than \$2,000.00.

2. Who can apply for a FIG-PLUS?

Building owners of commercial and/or mixed-use buildings, who have already been approved for a grant from the Town are eligible to apply to the IDA for additional reimbursement for facade improvement projects with a cost exceeding \$2,000.00. Project locations must be within the TTC, TAC and TI zoning districts in the Town of Orange, Virginia.

National franchises, chain businesses with 3 or more locations, residential buildings or complexes, and government facilities and structures are not eligible to apply for this grant program. Properties and applicants must be current on all Town of Orange licenses, fees and taxes.

3. What types of façade improvement projects are eligible for the funding?

Exterior rehabilitation and preservation projects including (but not limited to) awnings, storefronts, window repair, masonry work or cleaning, and signage are eligible. Projects involving roof repair or landscaping may also be eligible if they are part of the scope of work for a larger exterior rehabilitation project. All improvements must be visible from the street.

Successful applicants must preserve and repair original historic materials wherever possible. No portion of the funds may be utilized for interior improvements to the building. No portion of the funds may be utilized for work completed prior to award of the grant. A plan for all proposed rehabilitation and/or preservation work and improvements must be submitted to and approved in advance by the Town of Orange IDA and must meet any requirements for building and zoning permit approval by the Town and/or County of Orange. Routine maintenance, movable furnishings, consumable supplies and other non-capital investments will not be funded. Improvements to signage must comply with the Town of Orange sign ordinance. Applicants are eligible to receive one grant each calendar year and first-time applicants take precedence.

4. When do applications open?

The IDA budgets a set award for all projects at its annual meeting in August of each year. Applications will be received beginning September 1 of each year and must be submitted via email attachment, sent to

townplanner@townoforangeva.org. Application forms are available on the Town of Orange Website at <http://townoforangeva.org>.

5. When do applications close?

Application approvals are made upon review, on a first-come, first-served basis and are available until all funds budgeted for the facade improvement grant are extinguished.

6. Does the IDA award grants above \$1,000?

The application form provides for a request for a grant above \$1,000.00 in matching funds, with any decision to award a higher reimbursement grant left to the sole discretion of the Town of Orange IDA. Reimbursement grants greater than \$1,000.00 will not increase the overall grant award budget.

7. What will the grant applicant need to submit for project approval?

The grant application requires:

- a narrative description of the entire facade improvement project
- written confirmation of the award for a façade improvement grant from the Town of Orange
- a timeline for the anticipated completion of the project
- a contractor estimate of the work with cost estimates
- a completed grant application form

8. What is the selection process?

Applications will be ranked on:

- completeness of the application
- eligibility of the business
- eligibility of the proposed improvement(s)

As part of its monthly meeting, the members of the Town of Orange IDA will then evaluate the highest-ranked applications and approve those that make the most demonstrable impact for approval, by motion of the members.

9. How will the grant be disbursed?

The Town of Orange IDA FIG-PLUS grant is a reimbursement grant. IDA will disburse awarded funds upon the completion of the project. The grant recipient must provide documentation of the completion of the project and must submit paid invoices and receipts. All improvements must be completed within 6 months from the date of approval. Only one grant check will be issued per award.

One extension for up to two (2) additional months can be approved administratively via request made to the Town Manager via email to townmanager@townoforangeva.org. Subsequent requests are not guaranteed and must be reviewed and approved by the Town of Orange IDA. If an extension is not granted and work has not commenced within three (3) months from the award date, or been completed within six (6) months of the award date, unless otherwise stated in the grant award letter from the Town of Orange IDA (see below), said award becomes null and void.

10. What if my project is going to take more than a year to complete?

If you intend to complete your project in stages, the full project will need to have been reviewed by the Town for grant approval. Upon approval by the Town, the applicant may complete an application for the FIG-PLUS grant for extended approval for the following grant year, contingent upon the renewal of funding of the IDA by the Town Council and of the FIG-PLUS grant program by the IDA. If such funding is not approved or renewed, the award becomes null and void. All projects must be approved by the Town of Orange facade improvement program before submission to the IDA for approval. All grant applications must be submitted before the initiation of a facade improvement project to be considered for grant approval.

11. Will the recipient be required to sign a grant agreement?

A grant agreement, acknowledging receipt of the reimbursal grant must be signed by the recipient. This agreement will be enclosed with the grant award letter and must be returned within two (2) weeks of the date of the grant award.