

# **Yreka Historic Downtown Community Projects Grant Program (CPGP)**

The CPGP has been designed to provide financial assistance to enhance Yreka's historic downtown by providing grants to aid community oriented projects. This grant was made possible by private funds donated by the Stewart Trust.

## **Program Goals**

- To improve the overall quality and character of our historic downtown in order to attract more local residents and visitors to shop, eat, and do business there.
- To encourage and support the community involvement in our historic downtown.
- To support the beautification of our historic downtown.

## **Eligible Projects**

Eligible projects are those that improve Miner Street, East of the Police Station, but do not improve private property. Publicly owned buildings are eligible for projects.

## **Eligible Costs**

- a. Material costs for approved improvements.
- b. Costs from appropriately licensed third party vendors and/or contractors.
- c. Architectural and engineering services.
- d. City of Yreka permits and fees directly related to the project.

## **Ineligible Costs**

- a. Improvements commenced prior to applicant approval.
- b. Overhead costs by the applicant or self performed work.

## **Guidelines**

Grants will not be granted retroactively. All projects must be approved before any work begins. Projects must be consistent with the City of Yreka's codes/ordinances, Historical District Title 17, building regulations, and other applicable laws. Any necessary permits must be obtained prior to starting construction. Any changes to projects after grant approval must be approved before work commences or grant will be forfeited. Eligible improvements include, but are not limited to: sidewalk upgrades, planters, directional signage, history exhibits, etc. For buildings that qualify for the CPGP, eligible improvements include, but are not limited to: removal of old signs, awnings and exterior clutter, façade restoration, exterior cleaning and or painting, exterior lighting, new window treatments, signage, doors, awnings, and planters.

## **Selection Process, Criteria, and Prioritization**

Projects will be reviewed on set review dates. Either initial or final applications can be turned in on the review dates. Funding is limited, so projects will be given higher priority if they make

substantial visible improvements, are high visibility projects, and or result in improvements to surrounding properties.

Applicants will submit an initial application to City staff. This initial application will include a description of the desired project, and a preliminary budget. If the City staff gives their approval to continue with the application, the applicant will then fill out and include any necessary documentation in the final application. The final application will include, if necessary, sketches, samples, dimensions, bids, and a line item budget. Sketches and renderings do not need to be professionally done, but the City may require more detail in order to obtain permits after application approval. Staff will provide a description of the detail necessary for the final application. The final application will then be sent to the City Council to receive final approval. Once the application is approved, applicants will be given a "Notice to Proceed".

### **Construction**

- a. Following approval applicant must secure any and all permits which may be required by the City of Yreka or any other governmental agency required by such construction and shall schedule all necessary inspections.
- b. If an applicant enters into an agreement with a contractor(s) for the completion of specified eligible improvements, then the applicant is solely responsible for the payment of services rendered on said project.
- c. Applicant must complete project within six months of application approval unless otherwise approved in writing by the City of Yreka. Time extensions will be approved on a case by case basis. In the event the improvements are not completed within six months, the City of Yreka reserves the right to cancel its approval of the application without any liability to the applicant and to dedicate the funds elsewhere.

### **Grant Amounts and Disbursement**

Grants will equal 100% of costs with a maximum grant of \$10,000. Projects that are deemed exceptional can negotiate for larger grant amounts. If necessary, the City may enter into an agreement for the advancement of funds. Otherwise the City will reimburse the applicant upon project completion for documented expenses.