



## **MONTGOMERY COMMERCIAL IMPROVEMENT PROGRAM**

To encourage investment and the rehabilitation of Montgomery's commercial corridors, the Village will provide financial assistance to property or business owners for the interior and exterior rehabilitation of first floor commercial space in property tax generating structures. All rehabilitation work must be respectful of the historic character of the building, with every reasonable effort made to preserve the distinguishing original stylistic features of said building.

All questions regarding this program or investment within the Village of Montgomery should be directed to the Village's Economic Development Manager.

**PATRICK BURKE**  
**ECONOMIC DEVELOPMENT MANAGER**  
**VILLAGE OF MONTGOMERY**  
[PBURKE@MONTGOMERYIL.ORG](mailto:PBURKE@MONTGOMERYIL.ORG) | 331-212-9011

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Priority will be given to projects that generate sales tax revenue.

### **Eligible Activities**

1. Rehabbing interior space for a new commercial tenant.
2. Storefront rehabilitation that removes non-original facade covering.
3. Repair or restoration of architectural detailing.
4. New awnings, signs and exterior lighting.
5. Door and window replacement.
6. Landscaping.
7. Painting.

### **Ineligible Projects**

1. Self-storage mini-warehouse facilities
2. Automatic or coin operated car wash
3. Automobile storage yard
4. Commodity scrap processing
5. Recycling facility
6. Cash advance, pay day loan and title stores
7. Adult entertainment venues including adult bookstores

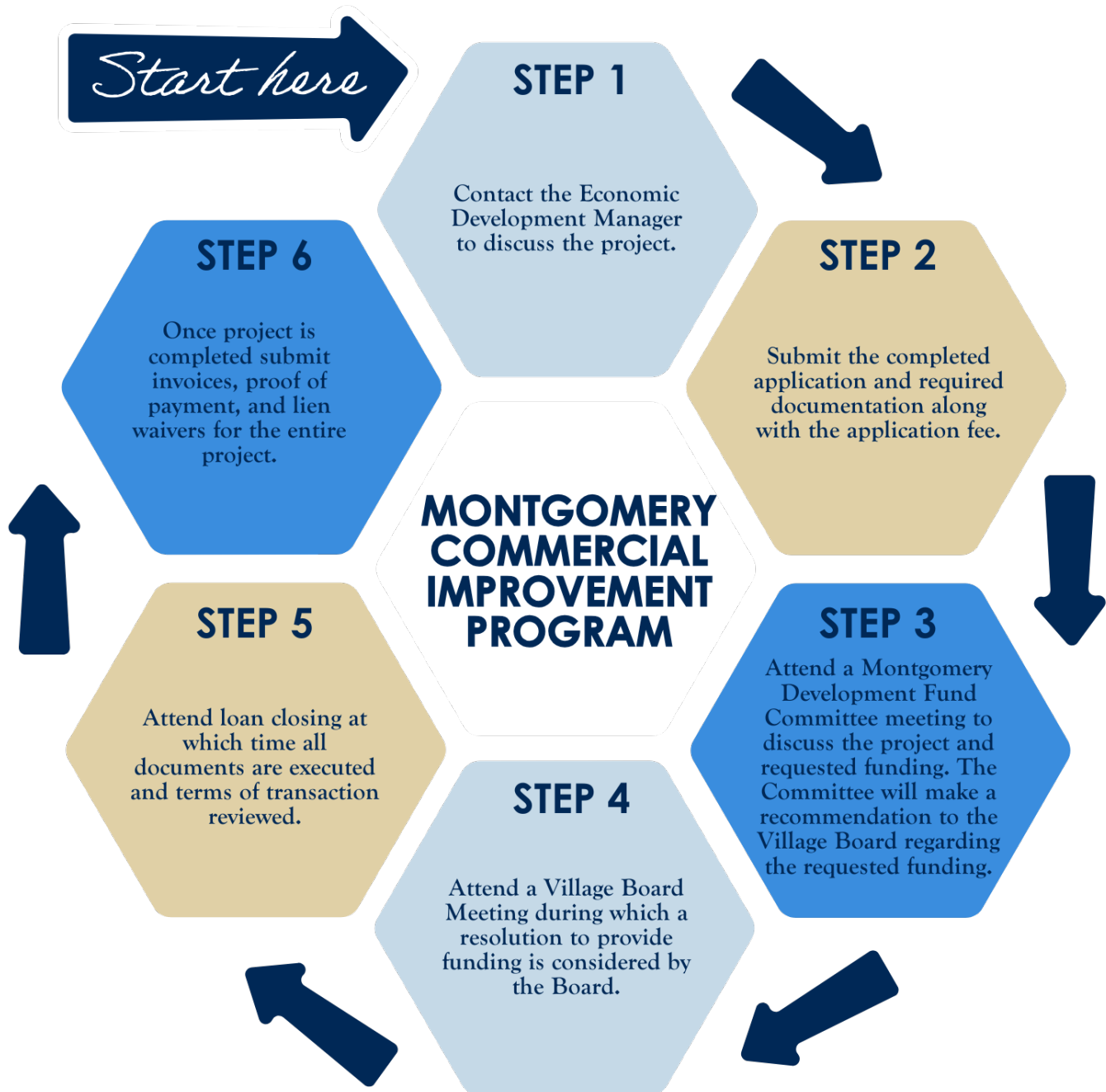
Applications will be considered in the order they are received, and funding is available until all program dollars have been committed. One project is allowed per building, per program year and only two projects per building in a five-year period.

**Deferred maintenance and general maintenance items such as tuck-pointing and roof repair/replacement are ineligible. Project work must not begin until the applicant has been notified by the Village.**

### **PROGRAM GUIDELINES**

- Projects will be **reimbursed** on a dollar for dollar match up to **\$20,000**.
- To maximize the effect of the funding, the program will be limited to the areas identified on the attached map.
- Project must be completed within 180 days of the date of Project approval by the Village Board.
- Reimbursement will occur after the project has been completed and the applicant has submitted invoices, proof of payment, and lien waivers for the entire project.
- Businesses will be required to continue operating in the Village for at least three (3) years from the date of project approval by the Village Board. Failure to remain operational in the Village for three (3) years would be cause for a pro-rata repayment of funds.
- The property must be current on all tax and mortgage payments and other amounts due and owing to the Village.
- The Project must be undertaken and completed in full compliance with all applicable Village ordinances and all applicable state law.
- The recipient must comply with the Illinois Prevailing Wage Act for any construction work on their property that is performed with these funds. The Illinois Prevailing Wage Act requires all laborers, workers, and mechanics employed by contractors and subcontractors on publicly funded projects to be paid at the prevailing wage, as determined by the Illinois Department of Labor. As part of any funding request, the applicant agrees to follow all regulations as they relate to the Prevailing Wage Act when securing labor for said project. By applying for financial assistance, the applicant agrees to indemnify, defend, and hold harmless the Village and its employees, elected officials, agents, and assigns from any Prevailing Wage Act claims that arise from the applicant's use of the funds. For more information on the laws surrounding Prevailing Wage, including current rates, visit: <https://labor.illinois.gov/laws-rules/conmed/prevailing-wage-act.html>
- Application fee in the amount of \$250 for processing each application is payable at the time of application submission.

# APPLICATION PROCESS



# -APPLICATION-

## MONTGOMERY COMMERCIAL IMPROVEMENT PROGRAM



### Section 1 | Business Owner Information

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Business Name \_\_\_\_\_  
Business Website \_\_\_\_\_

### Section 2 | Property Owner Information (if different)

Name \_\_\_\_\_  
Property Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
Email \_\_\_\_\_

### Section 3 | Project Information & Request

Total Estimated Cost \$ \_\_\_\_\_  
Total Request from the Village \$ \_\_\_\_\_

### Section 4 | Required Documentation

A Description of the Project

Construction Quotes and Estimates for each Element

A Floor Plan, Rendering, and Current Photos

**For New Businesses** – A Business Plan reviewed by Waubensee Community College's Small Business Development Center is required.

The application fee of \$250, due at the time of the submission which is payable for application review and processing.

### ALL INDIVIDUALS GUARANTEEING THE PROPOSED GRANT MUST SIGN BELOW:

Signature of Additional Guarantor

Printed Name of Additional Guarantor

Date

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

*Personal guarantees will be required from principals owning at least 20% of the applicant entity.*

The Applicant certifies that to the best of their knowledge and belief, all information contained in this application and in the accompanying statements and documents is true, complete and correct. The Applicant agrees to notify the Village in writing of any material changes.

\_\_\_\_\_

Signature of Applicant

Printed Name of Applicant

Date

Reviewed by

VILLAGE STAFF \_\_\_\_\_ Date

MDF COMMITTEE \_\_\_\_\_ Date