

**KANSAS MAIN STREET
INCENTIVES WITHOUT WALLS
PROGRAM**

State of Kansas

FY2017 Application Guidelines



Administered and Funded Locally by:

Leavenworth Main Street Program, Inc. ®

Wendy Scheidt, Executive Director

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MAJOR PROJECTS

Eligible use of funds: The acquisition or rehabilitation of properties in connection with private reinvestment in a designated downtown area. Any project that can be shown to lead directly to private investment, job creation or retention, establishing or expanding viable businesses, or creating a stronger tax base.

Ineligible Use of Funds: Public improvements and public or private infrastructure. Projects that have already been started or completed. Projects that do not meet the minimum private investment match. Landscaping projects on public or private property, including paving, plants, trees, fencing, etc. Any project that does not lead to private investment, job creation or retention, establishing capable businesses or creating a stronger tax base, or for the acquisition or rehabilitation of properties. Any training expenditure, salaries or wages for existing or newly created jobs. Any licensing, insurance, taxes or other expenses considered to be a cost of doing business. Any project outside the boundaries of a designated downtown district. Any project that does not meet Main Street design criteria as outlined in the Kansas Main Street Design Manual. Any first-floor housing development in any commercial building or other rehabilitation of a commercial building with the intent of a first-floor housing development project. Any project that could/would be completed without the assistance of IWW funds.

Match requirements: Minimum cash match of 3:1 (\$3.00 of private investment to \$1.00 of state investment). Non-cash or in-kind match is not allowable. Non-cash match includes the value of sweat equity (labor provided by the recipient or their immediate or expanded family, friends or employees at no cost) regardless of whether that person performs such a service as a legally operating business. Non-cash match includes the value of gifts of equipment or materials used during any part of the project. In-kind match includes the value of any labor, materials or equipment provided at no cost to the IWW recipient. All applications will be competitive. Additional consideration is given to applicants providing more than the minimum match requirement.

Minimum request - \$1,500 (total project budget: \$6,000) **Maximum request** - \$20,000 (total project budget: \$80,000 or more)

SMALL PROJECTS

Eligible Projects: Appropriate paint/fix-up projects on the front façade, back or sides of downtown commercial buildings based on Leavenworth Main Street design guidelines. Paint/fix-up or design, production, and installation of appropriate signage based on the Leavenworth Main Street design guidelines. Appropriate installation or repair of awnings on front facades. Awnings must meet the Leavenworth Main Street design guidelines.

Technology upgrades to improve business operations – including POS, computers, business software, etc.

Minimum request & Match - \$500 (total project budget: \$1,000) Maximum request - \$2,000 (total project budget: \$4,000) 1:1 match.

The local Main Street program must provide the small project IWW funds as no-interest loans ONLY.

Loan repayment term may not exceed 24 months for small project loans.

All projects must be completed as submitted. An on-site evaluation of each open project will be part of the local program's year-end evaluation.

Business must provide project receipts and keep the local Main Street program informed about project progress

Local Revolving Loan Fund

All loan repayments become a local revolving loan fund for downtown projects. All Local Revolving Loan projects must meet all other IWW funding requirement, same application; same guidelines. There is no deadline to apply as long as local revolving loan funds are available. Please see major and small projects for application requirements.

ADDITIONAL INFORMATION

FUND AVAILABILITY: Applications will be considered as local revolving loan funds are available.

SELECTION CRITERIA:

All proposals must set forth: 1. Projects to be conducted. 2. Why the project is needed. 3. Estimated amount to be invested in the project. 4. Plans for implementation of the project. 5. Jobs created or retained (jobs created by construction or renovation do not count). 6. All applicable attachments. 7. Relationship to, and consistency with, current downtown plan. 8. Proposed budget. 9. Photocopies of bids/estimates used to determine budget.

The Leavenworth Main Street Program will evaluate all proposals on the following criteria: 1. Magnitude of the need. 2. The project proposed impacts (solves) the problem. 3. The project proposed has long-term impact on the downtown district. 4. Job creation or retention. 5. Creates or retains viable business. 6. Has potential to have long-term impact on the tax base. 7. Relationship to and consistency with current downtown plan. 8. Private match.

The Leavenworth Main Street executive director writes IWW application with input from the applicant.

In Agreement with:

Kansas Department of Commerce, Business & Community Development Division

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