



## STREETVIEW GRANT APPLICATION

### About This Application

Businesses and commercial property owners located within a municipality's Business, Historic, and/or Downtown areas can receive up to a \$12,000 facade grant for improvements to their properties or storefronts. The grant can provide 75%, up to \$12,000 of the project cost.

The **facade** is any part of a building that is visible from a public street, alley or right of way. Most exterior work is eligible for this program. Work can include but is not limited to painting, masonry work, gentle cleaning, window and door replacement and roofing. The program guidelines contain a complete list of eligible work items.

Originally called the Cumberland County Commercial Facade Improvement Program, this program was modified and a grant program was established with a resolution by the Cumberland County Board of Commissioners in late 2014. Working with our municipalities, downtown and historic preservation interests, business and property owners, the program was revised, redesigned, and re-launched in 2015.

### Procurement Policy for Contractor

- A minimum of three proposals from different contractors must be submitted. Contractors must be furnished with the most recent Davis-Bacon wage decision for building rates from the Department of Labor. The decision is available from the Redevelopment Authority. Contractors must attach the wage decision to their proposal.
- Payroll forms for all persons working on facade projects must be filled out weekly for all persons working on the job. Wage-exempt workers do not have to fill out the earnings section of the payroll form but must fill out the name of the job, the job address, home address and phone number, dates and hours worked, and social security number.
- The program will pay 75% of the contract price to a maximum of \$12,000. The applicant is responsible for all costs over the original grant amount. The original grant amount is based on the overall cost of the project including the owner's share and contract price.

## **Summary for Contractors, Subcontractors and Building Owners or Grantees**

The information given below summarizes who must pay federal wage rates, who is exempt from federal wage rates, and the responsibilities of contractors and subcontractors who work on jobs that require the payment of federal wage rates.

### *Payroll Forms*

If a general contractor has been contracted to perform the entire job, including hiring subcontractors that he is responsible for paying, the general contractor is ultimately responsible to collect payroll forms from subcontractors and submit them to the contracting agency—the Redevelopment Authority.

### *Contractors and Subcontractors - Federal Wage Rate-Exempt and Non-Exempt Persons Working on Jobs with Federal Wage Rates; Definition of Partnerships*

Federal wage rates must be used by contractors and contractors' subcontractors to determine labor rates that they must pay employees. Even if the contractor is a sole proprietor, and he/she is doing all the contract work themselves with no help, the wage decision must be attached to his/her proposal. If a contractor or subcontractor is a partnership, then partners are also exempt from paying themselves the wage rates, if they do all the work themselves, with no help. Partnerships must identify themselves as partners by their insurance policies. Each partner must be listed as an insured on the insurance certificate or policy. Payroll forms for all persons working on the job, including sole proprietors and partnerships, must be submitted for each week that work is done on the job. Sole proprietors and partnerships do not have to fill in the wages paid section of the payroll forms. All other areas of the form must be completed.

Return this form along with the following information to:  
Cumberland County Housing and Redevelopment  
Attn. William Flannery  
114 N Hanover St, Carlisle, PA 17013

- \$100 non-refundable application fee (check made payable to Cumberland County Redevelopment Authority)
- Receipt for payment of most recent Municipal Water and Sewer Bill
- Receipt for payment of current year School Real Estate Taxes
- Receipt for payment of current year County and Municipal Real Estate Taxes
- Certificate of Appropriateness from Historical and Architectural Review Board (if the property is located in a Historic District)
- Zoning Confirmation form (included below)



HOUSING & REDEVELOPMENT AUTHORITIES  
OF CUMBERLAND COUNTY

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## STREETVIEW GRANT APPLICATION

Property Owner: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Federal Employee Identification Number (EIN): \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Unique Entity Identifier Number (UEI): \_\_\_\_\_

Address of Property to be Restored: \_\_\_\_\_

\_\_\_\_\_

Description of Work to Be Done: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Desired Start Date: \_\_\_\_\_

Desired Completion Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date



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## Zoning Confirmation for Streetview Grant

**To be completed by the municipality's Zoning Officer or authorized agent.**

Property address: \_\_\_\_\_

\_\_\_\_\_

Municipality: \_\_\_\_\_

What zone is the property located in?

i.e. Historic, Business, Commercial, ect. \_\_\_\_\_

Name of person completing the form: \_\_\_\_\_

Title of person completing the form: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

I agree that all the information presented within this form is accurate and true to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date