Supplemental Questions and Information

ABOUT THE DDA
Voters established the Downtown Development Authority (DDA) in 1981 to provide programs and financial incentives to encourage Downtown development. DDA is governed by a board of nine people appointed by Grand Junction City Council. The DDA is funded in two ways: first, by a 5-mill tax levy within the district to support its operations, and second, through Tax Increment Financing (TIF). The latter tax isthe capture of increased property tax revenues following a baseline assessment. TIF revenues go into a special fund and as it grows, the funds can be leveraged for support of Downtown projects. The DDA's TIF will expire in 2032.

MISISON OF THE DDA
The Downtown Development Authority focuses on supporting and facilitating economic development efforts to enhance the viability of Downtown through grants, capital investment and improvements to public amenities.

PLAN OF DEVELOPMENT
The Vibrant Together plan was adopted in 2019 by the DDA Board of Directors and Grand Junction City Council. The plan serves at the DDA's guiding plan outlining future goals and objectives for the organization. The plan can be found at: https://downtowngj.org/vibranttogether/

DISTRICT BOUNDARIES
The DDA encompasses three distinct Districts. For a map, click here: DDA Boundary

SUMMARY SHEET
In addition to the application form please provide the following information:

1. A narrative of no more than four pages describing in detail how this project will benefit Downtown within the DDA boundaries and how the project fits the priorities of the DDA. Describe how the project will be a catalyst for Downtown and how it aligns with the Downtown Plan of Development.
2. Architectural plans, rendering or illustrations depicting the work to be performed.
3. Photos of the existing property.
4. A thorough project budget that also includes timelines for completion and identifies the amount requested reflected as a percentage of total costs.
5. Supplemental economic information such as estimated job creation and/or current employment the business provides. Any other relevant economic information related to the project.
6. If the applicant is a new business owner, please include a copy of your company's business plan.

All decisions concerning aspects of the grant application process, including eligibility, are within the sole discretion of the Downtown Development Authority Board.

Submit grant application and supporting documents electronically to: Brandon@downtowngj.org

Downtown Catalyst Program

The Grand Junction Downtown Development Authority (GJDDA) has implemented the Downtown Catalyst Program (DCP) to help facilitate improvements in the District that align with the Downtown Plan of Development goals and help facilitate improvements in the District. Funding is available to property and business owners in the District.

Program Requirements

1. Eligibility for participation in the DCP is limited to owners of real property within the territorial limits of the GJDDA, their lessees, with the consent of owners, under a lease having an unexpired term of at least three full years from the date of application, or their authorized representatives.
2. Applications consistent with the submittal requirements are submitted to DDA Real Estate Committee for review and recommendation to the Board. The DDA Board is the decision-making body on applications.
3. Applications approved for funding by the DDA Board are subject to the applicant signing a project commitment. If the applicant fails to comply with the terms of the project commitment, the applicant may be required to reimburse the DDA and/or renegotiate the terms of the commitment and/or agreement.
4. Eligible public improvements, as identified below, may also be funded as part of the DCP upon a finding by the DDA Board that the public improvements will have a positive impact on and help facilitate the application and that the appropriation of program funds will not reduce the availability of funds for private improvements.

Project Award

The GJDDA Board of Directors considers investments in development projects within the DDA boundary which fulfill its goals outlined in the Downtown Plan of Development. Proposals are considered on a case-by-case basis and evaluated based on the ability of the project to further the goals of the GJDDA. The DDA will fund projects on a first come basis. Funding is at the discretion of the GJDDA Board: satisfaction of the criteria does not guarantee funding will be approved and, if approved, funds must be used on aspects of the project which have a direct community benefit and meet the goals/strategies of the Downtown Plan of Development. DDA funding is based on an application's compliance with the standards and criteria outlined in this application. Eligible improvements will not exceed twenty-five (25) percent of the total project costs unless the applicant demonstrates and the DDA Board determines that the project provides exceptional benefit.

Eligible Funding

Projects eligible for funding must correlate with the goals identified in the Downtown Plan of Development and serve as a catalyst for increasing economic activity and vibrancy in Downtown. Examples include infill development consisting of housing, mixed-use, or commercial development. Other examples include historic renovation and revitalization of blighted properties.

Public Improvements Funding

The following public improvements adjacent to or in reasonable proximity to and directly related to the proposed project are eligible for DCP funding if the DDA Board determines that the improvements will have a positive impact on and help facilitate the project:

1. Sidewalk, curb, gutter, crosswalks and associated street improvements.
2. Utility upgrades, including sanitary and storm sewer, water, gas, and electricutilities.
3. Alley improvements.
4. Landscaping and streetscape improvements, such as benches, trash and recycling receptacles, information kiosks, planters, bicycle racks, and lighting fixtures.
5. Other public improvements as the DDA Board finds are consistent with theobjectives of the DCP.

Timing of funding

Funding of DCP applications by the GJDDA typically occurs when construction is complete and the project has been inspected and is ready for a certificate of occupancy. Funding is typically on a reimbursement basis. However, an applicant may request a different structure to allow funding to be disbursed in a different manner to meet project needs. If the DDA Board approves phased funding disbursement, the terms of the funding disbursement will be outlined in the project commitment.

Application process

DCP applications are subject to the following process steps:

1. The applicant schedules a pre-application meeting with DDA staff to discuss program requirements and other relevant issues associated with the proposed project.
2. Applicant completes application, project narrative and provides supporting documents.
3. Provide DDA with economic development impact metrics
4. The applicant submits a complete application to DDA staff at least two (2) weeks prior to the scheduled DDA Board meeting. Only complete applications will be scheduled for review by the Board.
5. Real Estate Committee review the application and make a recommendation to the DDA Board.
6. The DDA staff provides notice of the public hearing on the application to interested parties.
7. The DDA Board conducts a public hearing on the application and votes to approve (with or without modifications), deny, or defer action on the application based on the information presented and the program standards and criteria.
8. If the DDA Board approves the application, a project commitment is signed outlining the conditions of approval, including the requirements and timing for disbursement of funds.

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Downtown Catalyst Program

Project/Property Address: _____

Property legal description (or attach):_____

Applicants:

Individual/Entity Applicant name(s): _____

Address:_____

Phone:_____email:_____

Property Owner (if not same as applicant)

Name(s): _____

Address: _____

Phone:_____ email: _____

Estimated total construction cost: $_ _ _ _ _ _ _ _ **Requested funding from DDA:** $_____

Project Information (check all that apply):

- ❑ Central Business District Corridor
- ❑ Opportunity Development Site (Per DT Plan)
- ❑ Rail District Corridor
- ❑ River District Corridor
- ❑ Historic Rehabilitation
- ❑ Mixed Use Project
- ❑ Housing
- ❑ Business Expansion
- ❑ Other

Proposed construction (check all that apply):

- ❑ building remodel area:_____square feet
- ❑ building addition area: square feet
- ❑ new building(s) area: square feet

Existing building area:_____square feet

Project Uses/Tenant Information:

Commercial units: existing sq ft:_____ proposed sq ft:_____
Residential units: existing sq ft:_____ proposed sq ft:_____
Building floors: existing:_____ proposed:_____
Parking spaces: existing:_____ proposed:_____

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List any existing or proposed tenant(s) and square footage:

Existing Tenant(s):

_____

Proposed Tenant(s):

_____

Do any tenants need to be relocated?_____

Contact Information:
Identify one person to serve as the contact for the application during the review process. This person will be notified by GJDDA regarding comments and meetings and responsible for notifying other parties who may be involved in the project.

Name:_____

Phone:_____ email:_____

Architect(s) & firm:

Name:_____ Company:_____

Phone:_____ email:_____

Contractor(s):

Name:_____ Company:_____

Phone:_____ email:_____

Certification
I certify that the information and exhibits I have submitted are true and correct. In filing the application, I am acting with the knowledge and consent of those persons who are owners of the subject property or are parties to this application. I understand that all materials required by the Grand Junction Downtown Development Authority must be submitted prior to having this application processed. Applications may be subject to Colorado Open Records Act for public inquiry.

Please also attach/include ALL REQUIRED INFORMATION requested in the = Investment Program document.

Applicant Signature

_____
Print Name, Title

_____
Signature

Property Owner Signature (if different than applicant)

_____
Print Name, Title

_____
Signature

Staff Use:
Date application submitted:_____ Date application found to be complete for review:_____