



Newport News Facade Improvement Assistance Program Guidelines



Newport News Redevelopment and Housing Authority
227 27th Street
Newport News, VA 23607

City of Newport News
2400 Washington Avenue
Newport News, VA 23607

I. Purpose

The purpose of the Newport News Façade Improvement Assistance Program (NNFIAP) is to improve retail, commercial and mixed-use structures and properties located along the main corridors within the City of Newport News. This program is designed to provide incentives to property owners desirous of restoring the character, appearance and vitality within various neighborhoods

II. Eligible Activities

Eligible exterior improvements include:

- ✦ Signage
 - ✦ Awnings Or Canopies
 - ✦ Shutters
 - ✦ Brick Tucking
 - ✦ Sandblasting
 - ✦ Siding
 - ✦ Roof Improvements
 - ✦ Painting
 - ✦ Exterior Lighting
 - ✦ Doors And Building Displays
 - ✦ Windows
- Handicap Modifications/Ramps

In no event will façade repairs or improvements be allowed if there are existing code violations at the property requiring corrective actions unless such code violations will be corrected by the applicant as part of the façade improvement project. The City administers the Newport News Urban Development Action Grant (NNUDAG) loan program which has a commercial rehabilitation component for financing extensive repairs.

III. Funding Levels

Loans up to \$30,000 will be available subject to satisfactory underwriting.

Grants will be available up to one-half of the cost of signage, awnings, canopies, shutters, lighting, doors and windows not to exceed \$5,000.

Total loan and grant assistance will not exceed \$35,000.

IV. Financing Conditions

- A. Loans will be available at a minimum of three (3%) percent interest.
- B. Security shall be in the form of liens against real estate, business or personal property, endorsements of co-signers and personal guarantees of applicant and spouses.

- C. In order to better assist the applicant, the aforementioned policies may be modified by any combination of the following:
 - 1. Deferring interest and principal repayment for the first twelve months of the loan term.
 - 2. Scheduling repayments with longer term amortization and balloon payments at the end of the loan term; or
 - 3. Subordination of the loan to other financing.
- D. All loans will be subject to being called in the event of noncompliance with the stated loan conditions.
- E. Call provisions may also be included for interest rate and/or loan term reviews or adjustments.
- F. All grants are outright grants, requiring no repayment.

V. Loan/Grant Requirement

The proposed improvement must conform with design criteria established for the corridor and approved by the design committee as well as satisfying all existing code and zoning requirements.

VI. Application and Borrower Information

Application will be made to the Newport News Department of Development and the NNRHA for eligibility screening and processing. The application should include:

- A. Completed application form, including Public Information Disclosure Authorization and Credit Disclosure Authorization.
- B. A summary of the business, if applicable.
- C. Detailed financial statements and tax returns for the last two years of the following:
 - 1. Principals and Owners
 - 2. Business
- D. Summary of principals and/or management team.
- E. Costs of improvement estimates, quotations, receipts, contracts, orders, invoices, leases, schedules of implementation, construction renderings, and appraisals if available to substantiate the cost of the proposed improvements.

- F. Confirmation from the Office of Human Affairs Labor Compliance Division that Davis Bacon Wage Rates and governing regulations have been provided in support of this project.

VII. Application and Fee Structure

Application Fee \$50.00 – a non-refundable fee will be paid by each applicant at the time of application.

Legal Fees – fees for review and processing of the documents by the NNRHA counsel will be paid by the applicant.

Origination Fee – fee equal to one percent (1%) of the loan amount shall be charged at the time of the loan closing.

All architects' fees, engineer's fees or any other fees associated with the project shall be responsibility of the applicant (such expenses may be eligible to be paid from the loan proceeds).

Applications can be obtained at the City's Department of Development (926-3793) and at the Newport News Redevelopment and Housing Authority's Community Development Department (928-2650).

Additional Assistance

Additional assistance is available by calling.

Business and or property owners may also wish to obtain information on the following incentive programs administered by the City of Newport News:

1. Commercial Rehabilitation Tax Abatement Program
2. Newport News Enterprise Zone Benefits
3. HUBZone Empowerment Contracting Program

Applications for these program are made available on the Newport News City website at <http://www.nngov.com>