

**Hammond Economic Development**  
**Downtown Business District**  
**Façade Rebate Program**  
*Revised 07/05/24*

**Program Objective**

The Façade Rebate program seeks to increase the physical attractiveness and marketability of Hammond's Downtown Business District for-profit industrial and commercial enterprises through financial rebates for commercial renovation and beautification projects. Applications must be reviewed and approved by the Façade Rebate Committee **prior to the commencement of the project.** Funds will be awarded on a competitive basis, based on the project's overall impact. This program offers an additional incentive to business owners in Hammond's Downtown area to invest in their commercial properties.

**Program Qualifications and Parameters**

The following documents must be submitted:

- Enclosed application
- A description of work to be completed
- Pictures -prior to beginning of the project
- Estimate(s) from Contractor(s) licensed in the city of Hammond
- W9 Form (most recent version)

The program **includes** rebates for various façade rehabilitation activities, such as:

- Complete façade renovation
- Exterior lighting
- New signs, graphics
- Windows, doors, window displays & awnings
- Exterior painting and landscaping
- Business expansion / new construction

The program **excludes** the following:

- Flat Roofs
- Parking lots / project(s) / upgrade(s) / restriping / resurfacing / patch ups
- Residential Dwellings
- Non-profit organizations

After the approved work has been completed, the successful applicant must submit the following documentation:

- Copy of building permit
- Paid invoice(s)
- Copy (front and back) of cancelled check(s)
- Pictures- upon completion of the project
- Project must be completed within 6 months upon receipt of Award Letter from Façade Committee, and may result in the rescission of the award amount.

Rebate checks will not be issued until the work has been completed and all required documentation has been submitted to the department. The project is subject to a visual inspection by the Façade Rebate Committee. Failure to complete the work or provide the necessary documentation within six months may result in the rescission of the award amount.

Contractors selected by the business to perform work must be licensed with the City of Hammond's Building Department. Any projects over \$300 will require a building permit.

### **Eligible Businesses**

Commercial, for-profit enterprises located in Hammond's Downtown area are eligible for the program. For the purposes of this program, the "Downtown Area" is as defined by the map in Appendix A. Apartment buildings are considered residential properties and are not eligible for the program. Businesses must be in good standing with all federal, state, and city departments and agencies; those with outstanding or unresolved issues will not be considered.

## Rebate Project Compensation Schedule

<u>Eligible Project Cost</u>	<u>Maximum Rebate Amount (%)</u>
\$1 - \$10,000	75% + 10%
\$10,001 - \$20,000	50% + 10%
\$20,001 - \$50,000	45% + 10%
\$50,001 - \$100,000	40% + 10%
\$100,001 +	35% + 10%

The Department of Economic Development encourages a thriving business community within the City of Hammond. It is for that reason we will offer a greater rebate for businesses which utilize Hammond contractors. Companies using Hammond contractors will be eligible for **an additional 10% reimbursement for the work performed by Hammond contractors**. A list of Hammond contractors can be provided for your convenience. Contractors must be licensed in the City of Hammond and all necessary building permits must be obtained.

Ex. \$1,000 x 40% = \$400 rebate x 10% (Hammond Based Contractor) = \$40 Total Rebate \$440

The Department of Economic Development appreciates your investment in the City of Hammond and strives to grant the highest awards possible. However, the rebate schedule above lists a **maximum** award amount. A number of factors are considered when granting façade awards, including, but not limited to, the availability of funds and the number of program applicants per year.

The Department of Economic Development reserves the right to increase or decrease the amount of rebate based on the impact or deviation from the project's initial statement of work. Projects located on or visible from regional and local arterial roads may be eligible for additional funds depending on the overall investment, visual impact, and use of very high quality materials. Failure to apply and receive all appropriate permits will result in no rebate. Work cannot be self-performed. *Businesses are limited to a maximum of two (2) application submissions per year; however the Department of Economic Development reserves the right to accept more than two application submissions based on the significance of redevelopment to the surrounding area.*

Please return this completed application, along with its accompanying documents, to Hammond City Hall at the Mayor's Office of Economic Development office, **5925 Calumet Avenue Room 328, Hammond, IN 46320**. All questions regarding the Façade Rebate Program can be directed to Anne Anderson, Director of Economic Development, at **219-853-6508 x-1**.

**Hammond Economic Development Downtown Business District Façade Rebate  
Application**

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

DUNS Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Project Description: \_\_\_\_\_

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(Attach additional sheets as necessary)

Anticipated Project Cost: \_\_\_\_\_

Anticipated Project Completion Date: \_\_\_\_\_

Total Current Employment: Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_

New Jobs Created (if any): \_\_\_\_\_

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Has your company ever utilized a façade program or other business incentives offered by the City of Hammond? \_\_\_\_\_

If yes, please list:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BY EXECUTING AND SUBMITTING THIS APPLICATION, BUSINESS AGREES TO WAIVE ITS RIGHTS TO APPEAL REAL (LAND AND IMPROVEMENTS) PROPERTY ASSESSED VALUATIONS FOR THE PROPERTY RECEIVING THE REBATE AND WAIVES ITS RIGHT TO REQUEST OR FILE AN ASSESSED VALUATION DEDUCTION, CREDIT OR EXEMPTION FOR TANGIBLE REAL OR PERSONAL PROPERTY IMPROVEMENTS AT THE COMMERCIAL SITE RECEIVING THE FAÇADE REBATE.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Please print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach a copy of necessary bid information, applicable licensing, and permit document(s) to the back of this application.

## Appendix A



**City of Hammond  
Mayor's Office of Economic Development  
5925 Calumet Ave., Suite 328  
Hammond, Indiana**

**THIS PAGE FOR TENANT/LANDLORD**

**Property Owner Wavier for Façade Rebate Program**

I/We, \_\_\_\_\_ (the "Owner"), herein declare that:

I am the owner of \_\_\_\_\_, (the "Property"), and I give my tenant(s)

\_\_\_\_\_ (the "Tenant") permission to perform façade construction, rehabilitation, and/or improvements (the "Work") on the property. I/We further agree to release and hold harmless the Mayor's Office of Economic Development, the Department of Planning and Development, the City of Hammond, their respective agents, employees, assignees and successors in interest, from and against any and all liability, action, cost, expense or other obligations arising or related in any way to Tenant's Work or from participation on this program by the Owner; Tenant, or Property.

Date: \_\_\_\_\_

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

Name of Owner: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Address of Property: \_\_\_\_\_

State of Indiana)

)

SS:

County of Lake)

Subscribed and sworn to before me, a Notary Public this \_\_\_\_ day of \_\_\_\_ 20\_\_.

My Commission expires: \_\_\_\_\_

Resident of \_\_\_\_\_ County