

**DOWNTOWN PRESERVATION INCENTIVE PROGRAM**  
*“ECONOMIC DEVELOPMENT THROUGH PRESERVATION OF HISTORIC ASSETS”*

**DOWNTOWN HISTORIC PROPERTY SPRINKLER AND WIRING SYSTEM  
GRANT APPLICATION PACKAGE**

*THANK YOU FOR YOUR INTEREST IN THE PRESERVATION OF DOWNTOWN  
DAHLONEGA’S COMMERCIAL DISTRICT ARCHITECTURE AND HISTORY!*

**The Sprinkler and Wiring System Program is intended to:**

- **stimulate investment in the preservation of Dahlonega’s historic commercial district, and**
- **protect the historic architectural resources essential to the economic health of our area.**

Downtown Dahlonega is the historic core of the region and serves as the seat of business, government and service for the community. With historic architecture ranging from the 1830s to the 1960s, downtown is the heart of the county. Its pedestrian focus and historic buildings invite both residents and visitors. Each downtown building has an individual character, and each building is respected for its unique features, historic appearance, significance, and impact on the district.

The Dahlonega Downtown Development Authority has created this Sprinkler and Wiring program and believes increased fire prevention will protect our community’s investment in these precious, irreplaceable historic resources. Our local economy and identity depend upon preservation.

**GRANT AMOUNTS**

Maximum grant awards are \$5,000. Dahlonega Downtown Development Authority will provide a matching grant to the owner for up to 50% of the cost of the system, and the grant must be matched by the property owner with cash investment. For example, an owner’s \$10,000 sprinkler system installation could be eligible for a grant award up to \$5,000, or an owner’s \$1,500 wiring project could be eligible for a grant award up to \$750. The amount of the grant will be determined by the review committee based on the funds available and the number of requests under consideration.

Project construction must not begin until grant awards have been officially announced by the Dahlonega Downtown Development Authority. Funding may be limited, and grant application projects may be competitive. Projects approved for grant awards will receive payment as a reimbursement to the property owner when a paid invoice is presented to the Dahlonega Downtown Development Authority (see payment guidelines for details).

**GRANT PROGRAM GUIDELINES**

- The amount of the grant will be determined by the review committee based on the funds available and the number of requests under consideration.

- The grant program operates in Downtown Dahlonega. Specifically, the B-3 zoned historic central business district is designated as the priority program area. CBD zoned properties may be considered depending on availability of funds.
- Eligible applicants are commercial property owners, as well as business owners (with the owner's permission). Only commercial buildings more than 50 years old are eligible to apply. Government buildings and national franchises are not eligible to apply.
- Project improvements funded with the grants are to remain in place and maintained in good order. If improvements are removed or not maintained for a minimum of 10 years, the Dahlonega Downtown Development Authority may at its discretion seek reimbursement for the full amount of the grant funds that were paid to the participant.
- All property taxes, licenses, and permits must be current at all times during the minimum 10-year maintenance period.
- Grant awards should not exceed \$5,000 in a five-year period per location.
- Grant applicants are fully responsible for all aspects of the project, any relationships with contractors and suppliers, and securing all necessary permit approvals before beginning construction. Cost of permitting cannot be part of the grant funding.

Qualified Projects:

1. preserve the architectural integrity of the structure to the extent possible;
2. meet all local and state governmental rules, regulations and laws;

**HOW TO APPLY FOR A GRANT**

- Contact: Ariel Alexander, Downtown Development Director, at 706-482-2707 with specific questions about the application.
- Complete the application forms along with copies of any required permits.
- A complete application along with a licensed contractor's written estimate for the sprinkler or wiring system should be returned to the Dahlonega DDA office, 47 South Park Street, Dahlonega, GA, 30533.

**HOW APPLICATIONS ARE REVIEWED AND SELECTED**

- Applications are reviewed in the order received.
- Only completed application packages are reviewed; incomplete applications will be returned.
- The review committee will review the application package for completeness, determine eligibility, and provide the necessary parties with priority recommendations based on a standardized point grading system. The Dahlonega Downtown Development Authority board reviews completed applications at monthly board meetings, and grant award notices are mailed to the applicants.

**PROJECT START AND COMPLETION**

- The project must begin within 90 days of the award notice. Work must not be started by or on behalf of the applicant prior to the date of the grant award; such beginning disqualifies an applicant for grant consideration.

- The project must be completed within 6 months of the grant award notice. Projects that fail to be completed during the 6-month time frame may reapply for funding; however, funding is not guaranteed.

### **PAYMENT OF GRANT AWARDS**

Payment of grant awards will be made as reimbursements for project expenses. All expenses must be documented. To receive reimbursement for the expenses, the property owner who has received a grant must provide Dahlonga Downtown Development Authority with the following:

- a. documentation that the project has been completed, including final contractor invoices and cancelled checks along with a final total of expenses.
- b. a copy of the building permit and a copy of the building inspector's final report;
- c. a site visit to confirm that the project was completed and that all work was done in compliance with approved plans.
- d. the owner's written commitment to maintain project improvements for a minimum of 10 years (obligation follows deed if transferred to a new owner).

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**DDA**

**Sprinkler, and Wiring Grant Application**

**DESIGNATED PROPERTY**

Name of the property: \_\_\_\_\_

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

**OWNER**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Email address: \_\_\_\_\_

**PERSON FILING APPLICATION, IF OTHER THAN OWNER**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Email address: \_\_\_\_\_

**BUILDING DATA**

Date of Construction \_\_\_\_\_

**ORIGINAL USE**

- Office
- Commercial/Retail
- Industrial
- Institutional
- Residential

**CURRENT USE**

- Office
- Commercial/Retail
- Industrial
- Institutional
- Residential
- Vacant

**TYPE OF WORK**

- Rewiring installation
- Fire protection sprinkler installation
- Other (briefly describe \_\_\_\_\_)

Proposed Starting Date

Proposed Date of Completion

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**DOCUMENTS REQUIRED WITH YOUR APPLICATION (attach to this application form):**

- \_\_\_\_\_ a copy of the building permit
- \_\_\_\_\_ a photograph of existing conditions
- \_\_\_\_\_ a breakdown of project costs along with estimates from a licensed contractor
- \_\_\_\_\_ a Certificate of Appropriateness from the Historic Preservation Commission
- \_\_\_\_\_ a copy of construction plan drawings or engineering drawings (for wiring and sprinkler projects)

*This grant application form must be completed in full, including the documents listed above, before it can be submitted for consideration.*

**Proposed Project:**

Describe clearly and in detail all work to be done. Use additional pages if necessary. Attach a copy of approved construction plans for sprinkler or wiring installations.

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I, (applicant name) \_\_\_\_\_ agree that the above constitutes the construction

proposed at this time and that any changes or additions will require additional information. My signature also certifies that I have read, understand, and agree to all the grant program guidelines, regulations, and deadlines. I hereby submit the attached estimate for the proposed project and understand that this application is pending review by Dahlonge 2000, Inc. Work will not begin until I have received written grant approval from Dahlonge 2000, Inc. I further understand that the project must be completed within 6 months and that grant monies will not be paid until the project is complete.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**STAFF USE ONLY**

Date received by Dahlonge DDA: \_\_\_\_\_

Date reviewed by Dahlonge DDA: \_\_\_\_\_

Application: \_\_\_\_\_ Granted \_\_\_\_\_ Denied \_\_\_\_\_ Date: \_\_\_\_\_

Comments \_\_\_\_\_

Dahlonge Downtown Development Authority Chairman's Signature \_\_\_\_\_

**NAME OF THE GRANT PROJECT:** \_\_\_\_\_

**CHECKLIST FOR PAYMENT OF GRANT AWARD**

Payment of grant awards will be made as reimbursements for project expenses. All expenses must be documented. To receive reimbursement for the expenses the property owner who has received a grant must provide the Dahlonaga Downtown Development Authority with the following:

- a. \_\_\_\_\_documentation that the project has been completed, including final contractor invoices and cancelled checks along with a final total of expenses;
- b. \_\_\_\_\_a copy of the building permit and a copy of the building inspector's final report;
- c. \_\_\_\_\_a site visit to confirm that the project was completed and that all work was done in compliance with approved plans;
- d. \_\_\_\_\_the owner's written commitment to maintain project improvements for a minimum of 10 years (obligation follows title if transferred to new owner).

By my signature below, I certify my commitment to maintaining the project improvements funded by this grant for a minimum of 10 years, and that if the building is transferred to a new owner, this obligation will also be transferred along with the title.

I submit this statement and the attached documentation for reimbursement on this date \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Signature of Dahlonaga Downtown Development Authority  
Representative: \_\_\_\_\_

*THANK YOU FOR HELPING PRESERVE DOWNTOWN DAHLONEGA'S  
COMMERCIAL DISTRICT ARCHITECTURE AND HISTORY!*