



The Kevin and Mary Daniels Fund

Main Street America (MSA), in partnership with the City of Nampa, Idaho, the National Trust for Historic Preservation, and the National Trust Community Investment Corporation are pleased to offer the Kevin and Mary Daniels Fund, made possible through generous donations from Main Street board members, colleagues, and friends. The fund is a tribute to all that Kevin and Mary Daniels have done for America's cultural heritage.

The Kevin and Mary Daniels Fund will provide 0% interest loans to business and building owners to support highly visible improvements to buildings and storefronts in Nampa. This program is intended to provide local Main Street America® programs with an additional "tool" in their economic vitality toolbox and help stimulate local economies using an innovative funding mechanism.

20% of the fund will also be available as a match for Nampa's Community Development Block Grant Historic Façade Rehabilitation Program. The program is part of Nampa's overall strategy to catalyze new development in its historic downtown core.

Program Basics

Small Project Funds Terms and Amounts

- Small Project Fund loan maximum is **\$10,000** with an interest rate of zero percent (0%). For any one project submission, the **loan amount will not exceed \$10,000**. Minimum loan of \$4,000 preferred.
- With projects whose total amounts are \$19,999 or less, Small Project Fund loan recipients will receive a loan of 50% of the total project amount and be required to provide a 50% match. For example, in a \$15,000 project, recipients would receive a \$7,500 loan and provide a \$7,500 match.
- Maintain Building Ownership for 5 years.

Loan Use:

- The funds must be used towards exterior rehabilitation or improvement of existing commercial or mixed-use buildings within the Nampa Historic District.
- Eligible projects include, but are not necessarily limited to:
 - Awnings, canopies, storefronts, doors;
 - Landscaping;
 - Exterior lighting;
 - Window repair;
 - Masonry work;
 - Paint;
 - Signage.



- All proposed rehabilitation work and improvements must be submitted to and approved in advance by MSA and be conducted in accordance with local design guidelines and the Secretary of the Interior’s Standards.
- Successful applicants must preserve and repair original historic materials wherever possible.
- No portion of the funds may be utilized for interior improvements to the building.
- No portion of the funds may be utilized for work completed prior to receipt of the loan.

Who is eligible?

- Building owners and/or tenants of existing buildings located within Nampa Historic District in Nampa, ID. Tenant applicants will be required to submit written evidence of building owner’s approval of the application.
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- Applicants will submit a Daniels Fund loan application describing the proposed project for review by MSA and the City of Nampa.
- Once approved, MSA will work with the City of Nampa and eligible loan applicants to complete a formal loan agreement.
- Applicants will be required to submit personal and company/organization financial data and credit history with the formal loan application prior to being approved for a loan.
- Applicants will be required to comply with all Federal and State Civil Rights and Equal Employment opportunity laws and agree not to discriminate on the basis of race, color, sex, religion, marital status, disability, age, sexual orientation, or national origin.

Timeline

- Initial applications from property owners and tenants are received by MSA and the City of Nampa for approval. Additional applications will be reviewed and approved on a rolling basis.
- Loans will be disbursed up front and in full.
- All loans must be paid back within the three-year repayment period.
- Signed loan and security agreements will function as lien positions, and recipients will be required to sign a personal guaranty.



Reporting

Loan recipients will be required to track and report indicators as prescribed by the local Main Street director, on an annual basis. The following are possible indicators that would be required to track over three-year timeframe:

- Number of new or increase in customers or clients (includes increase in foot traffic);
- Sales or revenue figures;
- Rental revenue, if applicable;
- Other kinds of renovation taken on during the project timeframe;
- Change in building use;
- Change in vacancy status;
- Before and after photos.

Some of the above metrics will vary according to business type. MSA and the City of Nampa will work with loan recipients to determine which metrics best capture the effects of the project, and these tracked metrics can be estimates. MSA will gather the reports from the loan recipients.

Loan recipients will be required to submit signed lien waivers from all contractors and subcontractors as work is completed.



The Kevin and Mary Daniels Fund Loan Application

Instructions: Complete all sections of the application and attach documentation as requested. Brief answers are encouraged. However, if you need additional space to respond to the narrative questions, please use a separate sheet of paper for each response, clearly indicating which section and question number relate to the response.

Main Street America (MSA) will accept and process loan applications. Applications will be accepted and processed on a rolling basis.

Please submit loan applications, including all exhibits and attachments, to Main Street America, either by mail or email (preferred):

Brittani' Batts, Associate Manager of Projects and Research
Main Street America
53 West Jackson Blvd., Ste. 350
Chicago, IL 60604
Email: bbatts@savingplaces.org



SECTION ONE - APPLICANT

Name of Applicant: _____

Company Name: _____ Date Established: _____

Type of Company/Organization:

- Limited Liability Company
- Limited Partnership
- Partnership
- S Corporation
- C Corporation
- Sole Proprietorship
- Nonprofit Organization

Contact Person/Title: _____

Street Address: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (____) _____ Fax: (____) _____

Email Address: _____



1. Is the applicant the owner of the building?

Note: The owner can show proof of ownership with a copy of the property tax records or a copy of the deed.

Yes. The building owner is required to provide proof of ownership such as payment of property taxes or property deed

No.
If the applicant is not the owner of the builder, the applicant is **required** to submit written evidence of building owner's approval of the application (refer and fill out number 2). **Note:** the owner's approval can be shown in a simple letter.

2. Please provide building owner's contact information.

Name of Owner/Company/Organization:

Contact Person: _____

Street Address: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (____) _____ Fax: (____) _____

Email Address: _____

3. In the past, has the applicant received financial assistance from the City of Nampa?

Yes

▪ Project Name(s): _____

▪ Name of Program(s): _____

▪ Year(s) Received: _____

▪ Amount(s): _____

▪ Was the financial assistance in the form of a loan? Has it been repaid? If not, what is the final maturity date of the loan?

No



SECTION TWO - THE PROJECT

- ✓ Please see **LOAN USE** on page 2 for details on eligible work.

- ✓ **Attach any illustrations or specifications that illustrate the project's scope of work.**
Note: Narrative description highlighting the drawings, renderings, architectural plans, construction contract, construction schedule, proposed materials, color samples, and cost estimates are all examples of ways to show us the scope of work.

1. Name and Location of Project:
 - a. Building Name (if applicable): _____

 - b. Building Address: _____

 - c. Business Name (if applicable):

 - d. Business Street Address (if different from the building address):

2. The current status of the project property is:
 - Vacant
 - Occupied

3. Are the project buildings or neighborhood recognized for their cultural/historical significance by any of the following designations:
 - National Historic Landmark (NHL)
 - National Register of Historic Places (NR)
 - State Designation Program
 - Local Designation Program
 - Other: _____

4. Is the project located in the Nampa Historic District?
 - Yes:
 - No:



5. Is the project property endangered?

Yes, explain how:

No

6. Describe the scope of work of the project, including all proposed exterior work. Please attach any illustrations or specifications that show complete scope of work (please see above).

7. Work is expected to begin _____(MM/DD/YYYY) and be completed by _____(MM/DD/YYYY).

8. If you have completed architectural plans and specifications, have they been reviewed and/or approved by:

- Main Street America
- City of Nampa
- Local Preservation Committee

9. Is there any opposition to the project?

Yes

i. Please describe: _____

No

Don't know

10. Describe plans, if any, for community participation in the project.



SECTION THREE – FINANCING

In addition to the questions in this section, please complete Exhibit A as appropriate. Please see LOAN AMOUNTS AND TERMS on page 1 for further details.

1. Total Estimated Project Cost: \$ _____
2. Requested Loan Amount (cannot exceed 50% of total project cost or \$10,000):
\$ _____
3. Requested Loan Term (cannot exceed three years): _____ years
4. Describe any other current or proposed liens on the property:
 - a. Other existing liens:

 - b. Other proposed liens:

5. Describe the source of the required 50% match.

6. Describe the source(s) of funds to repay the Daniels Fund loan:

Acting as a duly authorized representative of the described project and its sponsoring company/organization, I am submitting this request for financial assistance from The Kevin and Mary Daniels Fund. I have provided all information requested to the best of my knowledge, and I have read and fully understand the requirements of the Program.

Signature: _____ Date: _____

Name and Title: _____

Please complete the attached Exhibit A as appropriate.



EXHIBIT A Project Budget

Instructions: Provide a budget for the project with cost estimates and indicate assumptions for all estimated costs. Total project costs must equal total project sources.

ANTICIPATED SOURCES AND USES

Please list all of the sources and uses of the project. Sources include the loan you are requesting with this application plus any other financing that will go into the project, including but not limited to bank financing, owner cash, and/or other grants. Uses include the façade improvements and any other improvements that are included with what MSA will be funding. The total sources must equal the total uses.

SOURCES	\$ AMOUNT	USES	\$ AMOUNT
TOTALS			



The Kevin and Mary Daniels Fund Application Checklist

- ✓ **Signed and Dated Loan Application**

- ✓ **Proof of Ownership**
 - **Note:** The owner can show proof of ownership with a copy of the property tax records or a copy of the deed.
 - If the applicant is NOT the owner of the builder, the applicant is **required** to submit written evidence of building owner's approval of the application. **Note:** the owner's approval can be shown in a simple letter.

- ✓ **Project Scope of Work**
 - **Note:** Narrative description highlighting attached drawings, renderings, architectural plans, construction contract, construction schedule, proposed materials, color samples, and cost estimates are all examples of ways to show us the scope of work.

- ✓ **Exhibit A**
 - Project Budget
 - Anticipated Sources and Uses