

COMMUNITY CATALYST BUILDING REMEDIATION PROGRAM



City of Emmetsburg Community Catalyst Pre-Application

PROPERTY INFORMATION

Property Address _____ Year Built _____

Current Use _____

Proposed Use _____

OWNER INFORMATION

Property Owner(s) _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Property owner background information (community involvement, length of time in the community, etc.):

PROJECT DETAILS

Proposed start date _____ Projected completion date _____

Description of the project:

(Planned use for building; Exterior, interior, commercial and /or housing improvements; Project planning that has already occurred; Design considerations and how the project will use appropriate rehabilitation and design practices for a historical downtown building if applicable; Green/sustainable elements that will increase the energy efficiency of the project)

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PROJECT DETAILS (CONTINUED)

Description of the project's impact on the community/downtown district:

(Describe how the proposed project will exhibit strong impact on the community and the downtown. Include how the project will be a catalyst for economic development, improve the appearance of the site and community.)

PROJECT BUDGET / USE OF FUNDS

Estimated project budget for expenses related to housing elements of the project:

(Please provide estimated expenses. Copies of estimates are not required at this time, but detailed cost estimates for all proposed construction work will be required for the full Catalyst application.)

Construction – Exterior Envelope	\$
Construction – Windows/Doors	\$
Construction – Roofing	\$
Construction – HVAC	\$
Construction – Plumbing	\$
Construction – Electrical	\$
Construction – Insulation	\$
Construction – General Carpentry	\$
Construction – Finishes (paint, carpet, fixtures, etc.)	\$
Site Preparation (staging, demo/clean-up, asbestos, etc.)	\$
Professional Services (architect, engineer, historic preservation consultant)	\$
Fees & Permits	\$
Other	\$
Contingencies	\$
TOTAL PROJECT BUDGET	\$

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PROJECT BUDGET / SOURCE OF FUNDS

Estimated sources of funds for project:

(Most projects funded in recent years have included well over \$100,000 in matching funds (primarily from the property owner).

Catalyst Grant	\$	
Local Incentives	\$	TBD
Private Equity Investment (Property Owner)	\$	
Private Loans	\$	
Other	\$	
TOTAL PROJECT BUDGET	\$	

APPLICATION ASSURANCES

- Can you provide a detailed project budget with written cost estimates by February 1? Yes No
- Can you acquire financing/loan commitment letters for the project (if needed) by February 1? Yes No
- Can the project move forward without local incentives (City matching funds)? Yes No
- Can the project move forward without the Catalyst grant? Yes No

ATTACHMENTS (OPTIONAL)

Email any additional relevant documents to Gretchen Reichter at greichter@emmettsburg.com

- Sketches, schematics or plans of project/site
- Photograph(s) of the building and/or proposed site as it currently appears
- Business plan

PRE-APPLICATION DEADLINE: FRIDAY, NOVEMBER 18, 2022

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A STRONG APPLICATION WILL

- Make use of a property that is largely underutilized/vacant
- Be a catalyst for economic development
- Improve the appearance of the downtown district and community
- Use suitable rehab/treatment of the building and its historic features
- Involve rehab of an entire building (not just one floor)
- Include creation of jobs
- Include growth of new or existing business
- Create new housing units (upper story)
- Show excellent financial commitment/match from property owner (minimum \$100,000)

View the full application scoring criteria at www.iowaeda.com/userdocs/programs/resources/fullappscoringcriteria.pdf

APPLICATION TIMELINE

October 17	City of Emmetsburg accepting pre-applications from property owners
November 18	City of Emmetsburg pre-application deadline
November 28	Strongest project recommended to City Council for application
January 27	IEDA pre-application deadline
February 1	All project documents due to City of Emmetsburg (plans, estimates, photos, etc.)
April 14	IEDA full application deadline
Summer 2023	Award announcement