



**CITY OF MACOMB**  
**FY 2027 DOWNTOWN FACADE RENOVATION PROGRAM**  
**Downtown-East Side Tax Increment Financing (TIF) District**

City of Macomb, Illinois, 232 East Jackson St., Macomb, IL/ Telephone: (309) 833-2575

The **Macomb FY 2027 Downtown Facade Renovation Program** (the “Program”) is designed to stimulate economic growth and visibly enhance the *Historic Downtown Business District* (HDBD), which is also located within the Macomb Downtown-East Side Tax Increment Financing (TIF) District Redevelopment Project Area. The boundaries of the HDBD include a portion of the City of Macomb as depicted in **Exhibit “1”** as attached.

**Program Basics:**

- **Purpose:** Program applications are accepted for Qualified Projects that will result in substantial improvements to existing commercial storefronts, sides, and rear facades of existing commercial buildings within the HDBD and the TIF District that also face a City street. Preference shall be given to exterior improvements to be undertaken on building facades which are visible from a City street, alley, or other public *right-of-way*. This Program is specifically offered within the HDBD. Grant funding may be awarded to qualified Applicants irrespective of other financial assistance or incentives offered by the City. For assistance with determining eligibility for this Program or other potential Tax Increment Financing incentives which may be available for a redevelopment project that is beyond the scope of this Program, please contact the City of Macomb for more information.
- **Maximum Benefit: Sixty-Six Percent (66%) of TIF eligible project costs incurred by the Applicant for a Qualified Project, not to exceed \$20,000, once every three (3) successive Fiscal Years of the City.** Program grants are reimbursements for eligible expenses incurred by the owner or tenant of the Subject Property following approval for Program Grant Funding by the City Council. Grant funds are payable within **one (1) year** of such approval, provided the project has been completed, and eligible project costs that were incurred and paid by the Applicant have been verified. Project costs incurred prior to applying for this Program or after one **(1) year** of an approved Application will not be eligible for reimbursement under this Program.
- **Qualified Project:** A Qualified Project may include surface preparation such as the removal of inappropriate coverings or elements in advance of undertaking new exterior improvements such as painting, repair/replacement of exterior doors and windows, exterior brick repair/tuckpointing and restoration of other historic or architectural features, the replacement/addition of awnings or canopies, and other structural repairs and renovations which comply with historic preservation municipal code and other City ordinances and building codes. Costs relating to certain exterior business signs mounted on the building may be eligible if included with other exterior improvements. Certain interior improvements which are a consequence of the proposed exterior rehabilitation may also qualify.
- **Compliance:** Projects supported with this Program must comply with the Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4 *et. seq.* and the “TIF Act” or the “Act”), the City’s Program Guidelines as provided in the Program Application, City rental inspections (rental properties only), and all other applicable City ordinances and building codes.
- **Special TIF Program:** The *FY 2027 Downtown Facade Renovation Program* is a limited, Special TIF Program. Only properties that are located within the Historic Downtown Business District as depicted in **Exhibit 1** and are also within the Macomb Downtown-East Side TIF District Redevelopment Project Area are eligible to apply for this Program. A “Property” is defined herein as a parcel upon which an existing commercial building or a portion of an existing commercial building is located on a lot having a unique Property Identification Number (PIN) as assigned by the Office of the McDonough County Supervisor of Assessments. The PIN can be found on the most recent real estate tax bill.

Applicants must apply for this Program commencing on May 1<sup>st</sup> and continuing until June 1<sup>st</sup> of each fiscal year, or until such time as the annual funding has been fully allocated, whichever occurs later, before undertaking the Qualified Project. All Program Applications are subject to the availability of TIF Funding as well as prior review and approval by the City Community Development Committee and the Macomb City Council.

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*For assistance with determining eligibility for this Program or other potential TIF District incentives, please contact:  
City of Macomb, Marketing & Downtown Development, 232 East Jackson St., Macomb, IL, or (Ph: (309) 575-3015.*

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**FY 2027 DOWNTOWN FACADE RENOVATION PROGRAM**  
**Macomb Downtown-East Side Tax Increment Financing (TIF) District**

City of Macomb, Illinois, 232 East Jackson St., Macomb, IL/ Telephone: (309) 833-2575

**- APPLICATION FORM -**

Date of Application: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Applicant / Co Applicant Name(s): \_\_\_\_\_

Applicant is:  Owner of Subject Property     Tenant of Subject Property

Property Owner Name(s): \_\_\_\_\_ *(if different from Applicant)*

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

Applicant Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Subject Property Tax ID (PIN): \_\_\_\_\_

Subject Property Site Address: \_\_\_\_\_

Type of Business Located on Subject Property *(check all that apply)*:

Service     Retail     Other *(describe)*: \_\_\_\_\_

Are any residential addresses located on the Subject Property?  Yes     No

Approximate date of original construction of the building: \_\_\_\_\_

Describe any known historically significant characteristics and/or architectural features of the building *(a more detailed description may be attached and submitted with the Application)*:

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

Describe the “Qualified Project” to be undertaken, as well as how the improvements will enhance the exterior appearance of the property *(a more detailed description, including break-down of estimated project costs is to be attached and submitted with the Application)*:

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

Anticipated Project Start Date: \_\_\_\_\_ and Estimated Project Completion Date: \_\_\_\_\_

Total Estimated Project Costs: \$ \_\_\_\_\_ *(Excluding furniture and equipment. Final costs verified upon completion).*

**NOTE:** All Program Grant Awards shall not exceed **Sixty-Six Percent (66%)** of TIF eligible project costs incurred by the Applicant for a Qualified Project, not to exceed **\$20,000.00**, once within three (3) successive Fiscal Years of the City.

**Fiscal Year:** \_\_\_\_\_ **Amount of Program Grant Funds Requested: \$** \_\_\_\_\_.

*Prior Downtown Façade Program Grant Awarded to this Property by the City:*     None;     \$ \_\_\_\_\_ *Fiscal Year:* \_\_\_\_\_.

## PROGRAM GUIDELINES

Read carefully. All Applicants must comply with the following guidelines:

1. **Maximum Benefit:** Property owners or tenants may apply for and receive Program grants for the same Subject Property only once during the City's Fiscal Year (May 1<sup>st</sup> through April 30<sup>th</sup>). Program Grant Funding shall not be received more than once for the same subject property over a period of three (3) successive fiscal years of the City and shall not exceed a reimbursement of **Sixty-Six Percent (66%)** of TIF eligible project costs incurred, or **Twenty Thousand and 00/100 Dollars (\$20,000.00)**, o.
2. **Subject Property:** Only properties that are located within the Historic Downtown Business District as depicted in *Exhibit "1"* (attached hereto) and are also within the Macomb Tax Increment Financing (TIF) District are eligible to apply for this Program. A "Subject Property" is defined herein as a parcel upon which an existing commercial building or a portion of an existing commercial building is located on a lot having a unique Property Identification Number (PIN) as assigned by the Office of the McDonough County Supervisor of Assessments. The PIN can be found on the most recent real estate tax bill.
3. **Project Description:** Applicants must attach a detailed description of the planned improvements, estimated costs of the project, including at least two (2) contractor bids, proof of ownership or lease of the Subject Property, and an estimated project schedule. Conceptual sketches, photos, and drawings are encouraged, and the City reserves the right to request additional information, including but not limited to how the building will be utilized (e.g., anticipated type of business use) after the improvements are completed.
4. **Compliance:** Projects supported with Program Grant Funds must comply with the Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4 *et. seq.* and the "TIF Act" or the "Act"), rental property inspections, and other applicable City ordinances and building codes and receive approval from the City's Historic Preservation Commission. Applicants may consult with City Staff regarding specific requirements and permits, including compliance with EERO requirements, if any, and the City Municipal Code under Historic Preservation, Sec. 17-911.

Pursuant to the TIF Act, no Program Grant Funds shall be used to demolish, remove, or substantially modify a historic resource. Exceptions may be made for a place or structure for which the City determines no prudent and feasible alternative exists, or the demolition, removal, or modification is subject to review by the preservation agency of a Certified Local Government designated as such by the National Park Service of the United States Department of the Interior. A "historic resource" for the purpose of this paragraph means (i) a place or structure that is included or eligible for inclusion on the National Register of Historic Places or (ii) a contributing structure in a district on the National Register of Historic Places.

5. **Qualified Projects** may include surface preparation such as the removal of inappropriate coverings or elements in advance of undertaking new exterior improvements such as painting, repair/replacement of exterior doors and windows, exterior brick repair/tuckpointing and restoration of other historic or architectural features, the replacement/addition of awnings or canopies, and other structural repairs and renovations which comply with the City's historic preservation municipal code and other City ordinances and building codes.  
Costs relating to certain exterior business signs mounted on the building may be eligible if included with other exterior improvements. Certain interior improvements which are a consequence of the proposed exterior rehabilitation may also qualify. General custodial, cleaning, and property maintenance services do not qualify for reimbursement through this Program. However, repairs and renovations that are believed to be outside the scope of this Program should be discussed with City staff, who may recommend other types of assistance.
6. **Owner Consent:** If Applicant is a tenant of the Subject Property and is undertaking leasehold improvements that will be reimbursed through Program grant funding, then the Applicant must provide the City with verification of written consent from the Property Owner for the proposed improvements described herein.
7. **Limited Obligation:** TIF Program Grants are paid as reimbursements for eligible project costs following the completion of the Project by the Applicant and each grant award is a limited obligation to be paid solely from the Macomb Downtown-East Side TIF District Special Tax Allocation Fund; and all Project improvements must be completed and verified within **one (1) year** of the City Council's approval of the Program Application. Any project costs incurred outside of this period will not be eligible for reimbursement under this Program.

## APPLICANT CERTIFICATION/ACKNOWLEDGEMENTS

1. The Applicant has read, understands and agrees to comply with the Program Guidelines, including but not limited to the definition of a Qualified Project.
2. The Applicant acknowledges that the Subject Property is located within the boundaries of the *Historic Downtown Business District* (HDBD) as depicted in **Exhibit 1** attached hereto, and that the Property is also within the Macomb Downtown-East Side Tax Increment Financing District.
3. The Applicant has received approval from the City's Historic Preservation Commission and agrees to undertake and complete the Qualified Project in full compliance of the City Municipal Code for Historic Preservation Sec. 17-911 for which Program Grant Funding may be awarded.
4. The Applicant hereby acknowledges that "*FY 2027 Downtown Facade Renovation Program*", without exception, is a "reimbursement" program, whereby the Applicant must first complete 100% of the Qualified Project at the Applicant's expense pursuant to the Program Guidelines and then satisfactorily verify actual costs incurred – all in advance of receiving Program Grant funds. **Applicant therefore acknowledges that Program Grant Funds are paid by the City to the Applicant only after completion of the Project and verification of TIF eligible project costs.**  
In advance of receiving Program grant funds, the Applicant agrees to: a) provide IRS Form W-9 to verify correct Taxpayer Identification Number; b) obtain a permit from the City; c) verify the most recent real estate tax bill has been paid as due and payable for the Subject Property; and d) verify total project costs incurred after City Council approval and within 1 year of such approval, including copies of paid invoices or receipts with proof of payment such as canceled checks, lien waivers, bank or credit card statements or other information as required by the City, in a total amount equal to or greater than the amount of Program Grant Funds awarded to the Applicant by the City Council. The City will not reimburse project costs for work completed without a permit.
5. The Applicant hereby acknowledges that the position of the Illinois Department of Labor is that the Illinois Prevailing Wage Act does not apply to (TIF) Program Grant Funds received by the Applicant as a reimbursement for TIF eligible project costs incurred on private property; and that said position of the Department of Labor is stated as a FAQ on its website and is subject to change.
6. The Applicant understands it is responsible for requesting and obtaining permits, complying with property rental inspections, paying all associated fees prior to undertaking the Qualified Project, and obtaining a Certification of Appropriateness or similar approval from the City's Historic Preservation Commission.
7. The Applicant, if applying for Program Grant funds relating to leasehold improvements to be undertaken by the Applicant, must attach hereto written consent of the Property Owner to allow its Tenant-Applicant to undertake a Qualified Project and receive Program Grant funding as may be awarded by the City of Macomb.
8. The Applicant agrees to obtain and attach to this Program Application two (2) or more qualified contractor bids for the Qualified Project that is to be undertaken. Note that all contractors must register with the Office of Community Development before working in the City of Macomb.
9. The Applicant as Property Owner or as a Tenant by virtue of the Property Owner's Consent to proceed with the Qualified Project, hereby agrees that upon request of the City to annually verify for the City for a period of three (3) years following the completion of the Qualified Project that the Subject Property is adequately insured, that the improvements resulting from the Qualified Project are maintained, and that the Subject Property remains continuously occupied and used for commercial purposes.
10. The Applicant hereby acknowledges Program Grants are paid as reimbursements for eligible project costs following the completion of the Project by the Applicant subject to the availability of TIF Funds and approval of the City Community Development Committee and the Macomb City Council; and that TIF Program Grant Funding is a limited obligation to be paid solely from the Macomb Downtown-East Side TIF District Special Tax Allocation Fund.
11. The Applicant hereby acknowledges that the Macomb City Council reserves the right to award grant funds only to those Applicants who undertake projects that the City deems to be compliant with the TIF Act and those projects that the City believes will further stimulate the type of commercial revitalization that is in the best interests of the citizens of the

City of Macomb. The rights and obligations of the Applicant under this Program Application shall be assignable by the Applicant only after providing written notice to the City and obtaining the City's prior written consent.

- 12. The Applicant agrees to attend a City Council Meeting when the Program Application is submitted for consideration and/or final approval.
- 13. For a period of three (3) years following the completion of the Qualified Project, the Applicant as Property Owner or as a Tenant by virtue of the Property Owner's Consent to proceed with the Qualified Project, hereby agrees to provide the City with the number of jobs created or retained by the Qualified Project for a particular year if requested by the City to do so for that year.
- 14. In the event of a default by the Applicant or the City hereto (the "Defaulting Party") per the conditions set forth in this Program Application, which default is not cured within the cure period provided for below, then the other Party (the "Non-defaulting Party"), may have an action for damages, or, in the event damages would not fairly compensate the Non-defaulting Parties for the Defaulting Party's breach of this Program Application, the Non-defaulting Party shall have such other equity rights and remedies as are available to them at law or in equity. Any damages payable by the City hereunder shall be limited to the real estate tax increment (i.e., the TIF Program Grant Funds) payable to the Applicant pursuant to the terms of this Program Application.

In the event a Defaulting Party shall fail to perform a monetary covenant which it is required to perform pursuant to this Program Application, it shall not be deemed to be in default under this Program Application unless it shall have failed to perform such monetary covenant within thirty (30) days of its receipt of a notice from a Non-defaulting Party specifying that it has failed to perform such monetary covenant. In the event a Defaulting Party fails to perform any nonmonetary covenant as and when it is required to under this Program Application, it shall not be deemed to be in default if it shall have cured such default within thirty (30) days of its receipt of a notice from a Non-defaulting Party specifying the nature of the default, provided, however, with respect to those nonmonetary defaults which are not capable of being cured within such thirty (30) day period, it shall not be deemed to be in default if it commences curing within such thirty (30) day period, and thereafter diligently and continuously prosecutes the cure of such default until the same has been cured.

- 15. The undersigned certifies and warrants that to the best of his/her knowledge the information contained in and attached to this Application Form is true, correct, and complete and furthermore agrees to the terms and conditions provided herein. Nothing contained in this Program Application shall be construed by the City or the Applicant or any third person to create the relationship of a partnership, agency, or joint venture between the City and the Applicant. Subject to City Council approval, this Program Application shall become a binding Redevelopment Agreement for which the undersigned hereby warrants full authority to both execute this Agreement and to bind the entity in which they are signing on behalf of.

**Applicant:** \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_\_  
*Signature* / *Print name*

**Co-Applicant:** \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_\_  
*Signature* / *Print name*

**PROPERTY OWNER-LANDLORD AFFIDAVIT** *(Complete this Section only if Applicant and Co-Applicant are Tenants of the Subject Property.)*

As the owner of the above-described real Property (i.e., the "Subject Property"), I hereby provide the Tenant my consent to undertake the proposed "Leasehold Improvements" on the Property, whereby the Tenant shall incur certain eligible project costs for which the Tenant is requesting reimbursement from the *Macomb Downtown-East Side TIF District Special Tax Allocation Fund* pursuant to the terms and conditions provided herein. Furthermore, as a signatory to this Application, I do hereby direct the City of Macomb to make the TIF Program Grant payment awarded by the City to the Applicant for this Qualified Project payable to the Tenant-Applicant.

**BY:** \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
*(Authorized Property Owner-Landlord Signature)* / *(Print Property Owner-Landlord Name)*

**STATE OF ILLINOIS }  
COUNTY OF MCDONOUGH }**

I, the undersigned Notary Public, do hereby affirm that \_\_\_\_\_ personally appeared before me on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and signed the above Statement as a free and voluntary act and deed.

\_\_\_\_\_  
*Notary Public*

*Date of Commission Expiry:* \_\_\_\_ / \_\_\_\_ / \_\_\_\_

# EXHIBIT 1

## Historic Downtown Business District (“HDBD”)

*(All within Macomb Downtown-East Side TIF District Redevelopment Project Area)*

