

TIF APPLICATION CHECKLIST:

When First Applying:

- Application filled out completely
- Current tax bill showing 0 taxes owed in Applicant's name
- Itemized estimate/quote for project costs/materials
- Before pictures

- **We will not accept applications unless documentation above is provided.**
- **Your work must be completed within 180 days.**
- **The work must -NOT- have started at the time of application.**

Approval process:

- Starts with the CEDC, then City Council. If meetings are cancelled for any reason, the approval process may be delayed until the next meeting date.
- Applications **MUST** be submitted at least **3** days prior to a scheduled CEDC meeting, otherwise it will not be submitted until the following meeting date.

After Approval and when work is complete:

- Proof of payment
 - If paid in cash, please provide any receipts of purchases and ask for affidavit to sign.
 - If paid with a credit or debit card, please provide any receipts for purchases made with the card, along with a bank or credit card statement that verifies your ownership of the card and details the transactions.
 - If paid with check, please provide a copy of cleared check, front and back.
- Invoice from contractor showing paid in full
- After pictures

Once we receive all documentation needed after the work is completed, your completed application will be submitted to our TIF Lawyers. THEY have final approval on payment reimbursements.

Please allow 30-60 days for payments to be processed.

We will mail your final check to the address provided on your application.



FY 2025 RESIDENTIAL REHABILITATION PROGRAM City of Farmington Tax Increment Financing (TIF) District

City of Farmington, Illinois, 322 E. Fort Street, Rm. 101, Farmington, IL 61531 / Telephone: (309) 245-2011

The City of Farmington is pleased to present the seventh year of the *FY 2025 Residential Rehabilitation Program* (the "Program"). This is an exciting opportunity for the City to provide one-time grants to residential property owners who own property within the Farmington Tax Increment Financing (TIF) District Redevelopment Project Area (the "TIF Area").

The Program is designed to offer financial assistance to residential property owners who undertake new improvements to the exterior of an existing home located on residential property within the TIF Area, as depicted at right (*Fig. 1*).

Program Basics:

- **Purpose:** Farmington's goal for neighborhood revitalization is to improve the community in a way that makes a lasting impact on the quality of life of its residents.
- **Frequency:** City will accept only one (1) Program Application per Property during FY 2025.
- **Maximum Benefit for First Time Applicants:** 75% of TIF eligible project costs incurred by the Applicant, not to exceed \$2,500.
- **Maximum Benefit for Prior Program Grant Awardees:** 75% of TIF eligible project costs incurred by the Applicant, not to exceed \$1,000.
- **Compliance:** Projects supported with Program grant funds must comply with the TIF Act, the City's Design Review Guidelines, and applicable building codes.
- **Reimbursement:** Program grants are reimbursements for costs incurred by the Applicant following City Council approval and within 180 days of such approval for Program Grant Funding, to be paid upon completion of the project and verification of such eligible project costs. Any project costs incurred outside of this period will not be eligible for reimbursement under this Program.
- **Special Program:** This Program is specifically offered within the Farmington TIF District. Grant funding may be awarded to qualified Applicants irrespective of other financial assistance or incentives offered by the City.

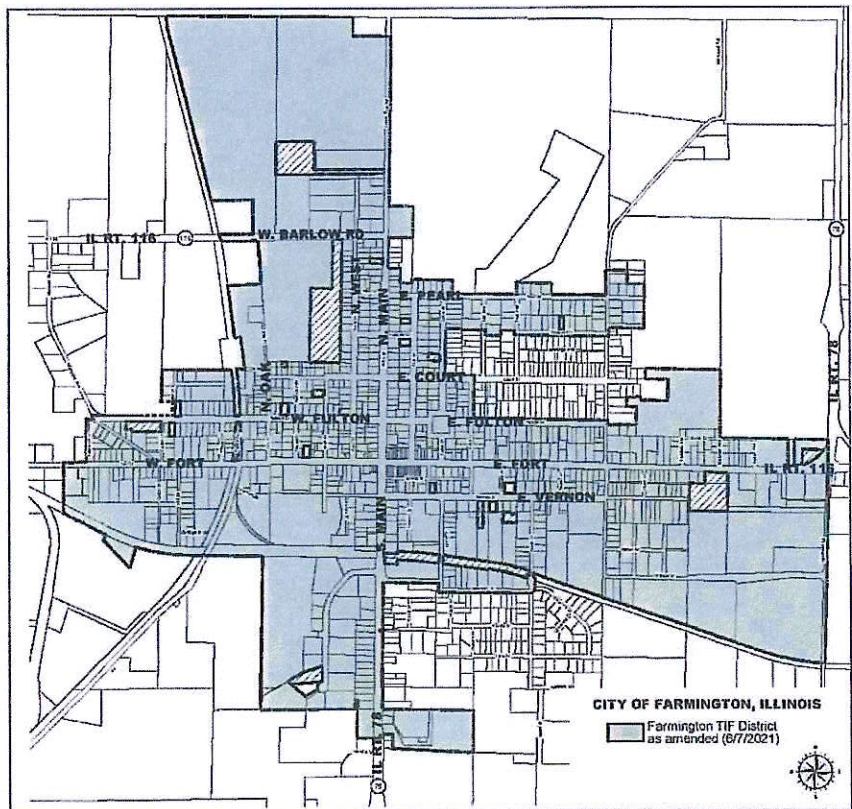


Figure 1. City of Farmington, Illinois Tax Increment Financing District.

For assistance with determining eligibility for this Program or other potential Tax Increment Financing incentives, please contact the City for more information.

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- APPLICATION FORM -

Date of Application: _____ / _____ / _____

Applicant Name: _____ Owner of Subject Property Tenant of Subject Property

Applicant Address: _____

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

Subject Property Tax ID (PIN): _____ *(only one PIN per application)*

Subject Property Site Address: _____

Applicant Daytime Phone: _____ Email Address: _____

Anticipated Project Start Date: _____ and Estimated Project Completion Date: _____

Total Estimated Project Costs: \$ _____ *(estimated costs must be verified upon completion of the Project).*

Description of proposed project *(a more detailed description should be attached and submitted with the Application):*

NOTE: Program grants funds shall be awarded only for TIF eligible project costs pursuant to 65 ILCS 5/11-74.4 *et. seq.*, as amended, on a first-come-first-served basis, and subject to the availability of funds as may be annually allocated by the Farmington City Council.

Please read the following requirements carefully:

1. Property owners may apply for and receive Program grants for the same property only once during the City's Fiscal Year 2025 (May 1, 2024 through April 30, 2025).
2. Only properties that are located within the Farmington Tax Increment Financing (TIF) District are eligible to apply for this Program. A "Property" is defined herein as a parcel upon which an existing residential property (rented or owner-occupied) is located on a lot having a unique Property Identification Number (PIN) as assigned by the Office of the Fulton County Supervisor of Assessments. The PIN can be found on the most recent real estate tax bill.
3. If Applicant is a tenant of the Property and is undertaking leasehold improvements that will be reimbursed through Program grant funding, then the Applicant must provide City with verification of written consent from the property owner for the proposed improvements described herein.
4. Applicants must attach a detailed description of the planned improvements, estimated costs of the project (including contractor bids) and a project schedule. Conceptual sketches 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.
5. Projects supported with Program grant funds must comply with the TIF Act, the City's Design Review Guidelines, and applicable building codes. Applicant may consult with City Staff regarding specific requirements and permits. 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.

6. The maximum Program grant amount for an approved *FY 2025 Residential Rehabilitation Program Project* shall not exceed:
- **For First-Time Applicants**, a single lump sum reimbursement up to **Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00)** per individual property PIN for reimbursement of TIF eligible project costs.
 - **For Prior Grant Awardees or the same Property** that received funding through previous versions of this Program, a single lump sum reimbursement up to **One Thousand and 00/100 Dollars (\$1,000.00)** per individual commercial property PIN for reimbursement of TIF eligible project costs.
7. Qualified Projects may include exterior repairs and renovations to private residential properties. Such repairs and renovations include:
- Window repair/replacement
 - Siding repair/replacement
 - Repair/addition of porches, steps, ramps, and other similar Americans with Disabilities Act (ADA) compliant amenities
 - Roof repair/replacement
 - Demolition of garages, sheds, or other significantly deteriorated /dilapidated structures
 - Tree removal as deemed necessary to reduce encroachment on buildings or risk of property damage
 - Certain repairs and replacement of existing private concrete or asphalt driveways and sidewalks may be eligible. Gravel and site preparation for new private concrete or asphalt drives and sidewalks may be considered eligible, however the actual concrete and asphalt for new private drives and sidewalks are not eligible for TIF reimbursements.
 - Certain interior improvements which are a consequence of the proposed exterior rehabilitation may qualify, however general custodial, cleaning, and property maintenance services do not qualify for reimbursement through this Program. 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.
8. All Project improvements must be completed and verified within 180 days 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.
9. Applications are subject to initial review and recommendation by the Farmington Economic Development Committee, City Administrator, and the City's TIF District Administrator. All applications must then be approved by the Farmington City Council.
10. It is the understanding of the City and the Applicant that the position of the Illinois Department of Labor is that the Illinois Prevailing Wage Act does not apply to TIF increment received by private Developers as reimbursement for TIF Eligible Project Costs. This position of the Department of Labor is stated as an answer to a FAQ on its website.
11. **Program grant funds are paid by the City of Farmington to the Applicant upon completion of the Project and verification of TIF eligible project costs – no exceptions.** In advance of receiving Program grant funds, Applicant must: a) verify the most recent real estate tax bill has been paid for the Property; and b) verify total project costs incurred after City Council approval and within 180 days of approval, including sufficient TIF eligible project costs equal to or greater than the amount of Program grant funds awarded to the Applicant by the City Council. The City's obligation hereunder to award grant funds for TIF eligible project costs is a limited obligation to be paid solely from the Farmington TIF District Special Tax Allocation Fund.
12. The Farmington City Council reserves the right to award grant funds only to those Applicants who undertake projects the City deems to be compliant with the Tax Increment Allocation Redevelopment Act and those projects that the City believes will further stimulate the type of residential neighborhood revitalization that is in the best interests of the citizens of the City of Farmington. The rights and obligations of the Applicant under this Program Application shall not be assignable by the Applicant without providing written notice to the City and the City's consent.

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 Signature _____

Date: _____

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City of Farmington Tax Increment Financing (TIF) District**

City of Farmington, Illinois, 322 E. Fort Street, Rm. 101, Farmington, IL 61531 / Telephone: (309) 245-2011

- APPROVAL FORM FOR CITY USE ONLY -

Applicant Name: _____

Subject Property Tax ID (PIN): _____ (only one PIN per application)

Subject Property Site Address: _____

Date application received by the City of Farmington: ____ / ____ / ____ by _____

Planned Improvements Verified as TIF Eligible Project Cost: Yes No (reason: _____)

Approved by Farmington Economic Development Committee (EDC): Yes, date: ____ / ____ / ____

No (reason: _____)

Maximum Grant Funds Recommended for Approval by City Council: \$_____.

BE IT ORDAINED BY THE CITY OF FARMINGTON, FULTON COUNTY, ILLINOIS THAT:

1. The Application referenced above for the *FY2025 Residential Rehabilitation Program* is hereby approved and shall be effective from and after its passage and approval as herein required by law.
2. The Mayor is hereby authorized and directed to accept and execute said Application on behalf of the City and the City Clerk of the City of Farmington is hereby authorized and directed to attest such execution.
3. The amount payable hereto in consideration of the Applicant complying with the terms of said Application shall not exceed the terms and amounts stipulated in the Application.

PASSED, APPROVED AND ADOPTED by the Corporate Authorities of the City of Farmington, Fulton County, Illinois, on the _____ day of _____, 20____, and deposited and filed in the Office of the City Clerk of said City on that date.

MAYOR & COUNCIL MEMBERS	AYE VOTE	NAY VOTE	ABSTAIN / ABSENT
TOTAL VOTES:			

APPROVED: _____ Date ____ / ____ / ____

Mayor, City of Farmington

ATTEST: _____ Date: ____ / ____ / ____

City Clerk, City of Farmington

Completion of Project verified on ____ / ____ / ____ Total Project Costs: \$_____ Final Grant Amount: \$_____

Verification of TIF Eligible Project Costs incurred by the Applicant were approved by TIF Administrator on ____ / ____ / ____

City grant payment issued to applicant on ____ / ____ / ____ by City Check No. _____