



ELIGIBILITY REQUIREMENTS

- 1-to-2-unit, owner-occupied home
- Home is in New Hope and has homestead status with Hennepin County Property Records (relative homestead is not eligible)
- Current on Hennepin County property taxes and no outstanding citations or past due utility bills
- Improvements include at least one item from eligible project list with a minimum cost of \$4,000
- Improvements will be visible from the street (front yard or side yard abutting a street)
- Projects are not part of an insurance claim
- Applicant has not received funds from the program within the last five years
- Work cannot begin until a Reimbursement Award Certificate is issued to the property owner

CONTACT INFORMATION

For questions about the reimbursement program or more information, please contact:

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CURBSIDE APPEAL REIMBURSEMENT PROGRAM

PROGRAM INTENT

The intent of the Curbside Appeal Reimbursement Program is to encourage homeowners to make improvements to the exterior of their homes and garages in areas that are visible from the street. The city will reimburse a portion of the costs for projects that meet eligibility requirements. There are no income limits to participate in the program.

PROJECT REQUIREMENTS

All applications must include at least one project from this list and have a minimum project cost of \$4,000. Projects not included on this list will not contribute to the minimum project cost.

- Alteration to roofline
- Addition of covered front porch
- Installation of new front door with window(s)
- Installation of new storm door with window(s)
- Installation of new garage door that:
 - Includes windows and/or
 - Is comprised of solid, stained wood or composite wood
- Addition of windows above and/or on side(s) of front door (sidelight and transom windows)
- Installation of column(s)
- Addition of brick or stone façade/accents
- Incorporation of address numbers into stone façade
- Installation of shutters, shakes and/or board and batten siding
- Enlargement of window(s) by at least 25% (calculated per individual window) or addition of window(s) to area that did not previously have a window opening

Tools, labor provided by homeowners, and insurance claims are not eligible for reimbursement.

PROJECT FUNDING

This program is funded by New Hope's Economic Development Authority (EDA). Reimbursement amounts range from a minimum of \$1,000 to a maximum of \$5,000. Applicants are responsible for 75% of project costs up to \$20,000 and 100% of costs beyond \$20,000.



PROCESS

1. Determine if project is eligible for reimbursement
2. Prepare a project list describing the scope of work
3. If hiring a contractor, collect bids (2+ bids recommended as costs will vary between contractors)
4. Secure financing (visit newhopemn.gov for loan and grant opportunities)
5. Submit Curbside Appeal Reimbursement Program application with W-9 form
6. Include list of materials and costs for do-it-yourself projects (only cost of materials will be reimbursed)
7. Apply for building permit(s)
8. Sign Reimbursement Award Certificate (will specify amount to be reimbursed and expiration date)
9. Begin work, schedule progress inspections as required, and close permit(s) upon completion
10. Schedule post-construction visit with the EDA Staff (separate from final permit inspection)
11. Reimbursement check will be mailed

Project Cost	Resident Cost	Reimbursement
\$3,999 or less	100% of cost (not eligible)	\$0
\$4,000	\$3,000	\$1,000
\$8,000	\$6,000	\$2,000
\$12,000	\$9,000	\$3,000
\$16,000	\$12,000	\$4,000
\$20,000	\$15,000	\$5,000
\$20,001 or more	100% of cost above \$20,000	\$5,000

All projects must be pre-approved by city staff. Work cannot begin until an application has been approved by the city. Projects that are not pre-approved will not qualify for the program and will not be eligible for reimbursement.

Building permit fees are not waived and are not eligible for reimbursement.

Property owners who do work themselves may submit material lists and be reimbursed for 25% of material costs up to \$5,000; not including labor.

Property owners must provide paid invoices/statements after completion of the project.

All funds are available on a first-come, first-served basis. Funds are reserved for a project when a Program Agreement is signed and the Reimbursement Award Certificate is issued. Funds are disbursed after work is completed, permits are closed, and a final site visit with EDA staff is completed.

The reimbursement is treated as income and must be reported to the Internal Revenue Service. The city will then issue a 1099-G Form to the reimbursement recipient(s) by January 31 of the following year.

REIMBURSEMENT AWARD CERTIFICATE

Once a project is approved, a Reimbursement Award Certificate is issued. The certificate will specify the expiration date, valuation of the project, and amount to be reimbursed upon completion.

To receive reimbursement, all eligible projects must be completed within 180 days from when a Reimbursement Award Certificate is issued.

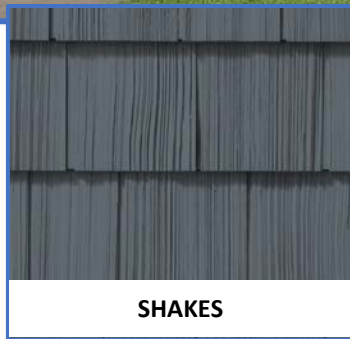


PROJECT EXAMPLES

EXAMPLE 1

Featured Exterior Projects

- Stone Accents: Pieces of stone that are applied to the exterior of a home.
- Shakes: A type of siding that is split on one or both sides to give the appearance of individual blocks.
- Columns: Typically located in front of garage or front door of a home.
- Board & Batten: Type of exterior siding that has alternating wide boards (board) and narrow wooden strips (batten).
- Garage Door with Windows



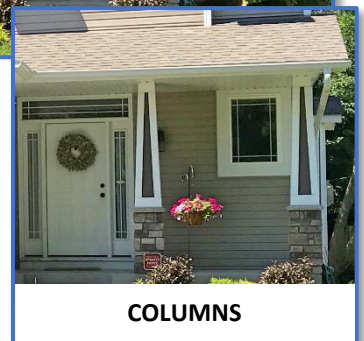


PROJECT EXAMPLES

EXAMPLE 2

Featured Exterior Projects

- Addition of Sidelight and Transom Windows: Windows located on the side(s) and top of the front door.
- Columns
- Stone Façade/Accents
- Shakes



OTHER EXAMPLES

- Address Numbers on Stone Façade: Typically located on side of garage door(s) facing the street.
- Storm Door and Front Door: Must include windows to qualify.



For more information, visit newhopemn.gov/live/housing/residential_assistance_programs