2027 RESIDENTIAL EXTERIOR IMPROVEMENT GRANT APPLICATION

CITY OF MERRIAM-COMMUNITY DEVELOPMENT DEPARTMENT
9001 W. 62nd St., Merriam, KS 66202-2815
Phone (913) 322-5520 Fax (913)322-5505

REIMBURSEMENT WILL NOT BE MADE FOR PROJECTS STARTED PRIOR TO CITY APPROVAL

Project Address:	
Owner's Name:	
Owner's Address:	
City/State/Zip:	
Phone Number:	
Email Address:	

Single Family Residential ☐	Two Family Residential (Duplex) ☐	Other ☐

Description of Improvements (Attach additional pages if needed or use back of form):

Estimated Cost of Improvements:

Participated in prior City Grant Programs: Yes ☐ No ☐

Estimated Completion Date:	
Provide the following documentation:	Is this project part of an insurance claim Yes ☐ No ☐
Property site plan (if applicable) ☐	Contractor Estimate (if applicable) ☐
Valid property insurance ☐	Construction plans (if applicable) ☐

By signing below, I understand the project must be completed within 120 days of the application approval date. If the project is not finished within that time, reimbursement may not occur. I also certify that to the best of my knowledge all the information that I provide is truthful and factual. Additionally, I understand that this is a City program and all application and project information may be subject to Kansas open records laws.

I also understand that by participating in the Exterior Grant Program, I give my consent for City staff to enter my property to make inspections related to the program and that photos taken of my property can be used in City promotional materials including, but not limited to, City website, emails, newsletters, brochures, etc.

Reimbursement amount will be based on submitted project receipts.

Owner's Signature:	**Date:**

FOR CITY OFFICE USE BELOW

Before	**After**
Submittal Date	Work completed ☐
Funding available ☐	Improvements meet city/building code ☐
Improvements eligible ☐	After Photos ☐
Real estate taxes current ☐	Receipts Total ☐
Valid home insurance ☐	Completed W-9 ☐
Building permit required ☐	NOTES:
Building permit issued ☐	
Rental License current ☐	Total Reimbursement:_____
Before Photos ☐	30% of _____
Estimated reimbursement amount:	
Application approval date:	Approved by:

APPLICATIONS WILL NOT BE ACCEPTED PRIOR TO JANUARY 4, 2027

Property owner submits application to Community Development Department by mail or in person at City Hall

2027 Merriam Residential Exterior Improvement Grant Program

Goal: Spur revitalization of and private reinvestment in Merriam's housing stock

Program:

- Provide a 30% reimbursement for exterior improvements
- Total annual program funding - $120,000
- Can be used in conjunction with Residential Sustainability Grant (one project cannot be funded by both programs)
- Approved applications will be allocated funding until all program funds are expended
- **Contractor(s) utilized to perform improvements must have a current Merriam Occupational license, and if appropriate, a Johnson County Contractor License**

Eligibility:

- Non-apartment residential properties
- Minimum **$2,000** investment by property owner. Property owner labor may be counted toward the minimum investment
- Reimbursement amount – minimum $600; maximum $3,000
- Eligible improvements include, but are not limited to: roofing, painting, siding, door/window replacement, masonry repair, awnings, building additions, landscaping (must be on the same property/lot as the residence), driveway, and new construction of a residence
- Ineligible items include, but are not limited to: playsets, play equipment, swimming pools, spas, sump pumps, foundation repair, lawn care or maintenance, re-graveling a driveway or any other area, tools, furniture, or electronics. Tool rental is eligible for reimbursement
- The city reserves the right to determine if a proposed improvement meets program requirements
- All improvements must conform to Merriam Codes
- Property owner must be current on all property taxes in Merriam
- Program property must be code complaint with the exception of the violation to be addressed by this grant program
- All other properties owned by the applicant in Merriam must be code complaint
- Property owner must provide proof of adequate property insurance
- Governmental subsides or funds utilized for the improvements are not eligible for reimbursement
- Insurance claim payments are not eligible for reimbursement

Process:

- **Application must be approved by the city prior to the start of work**
- Community Development manages the program
- Program applications will be accepted starting **January 4, 2027**
- Property owner is responsible for ensuring that all required permits have been obtained. All permits must be in place prior to any work taking place
- Property owner submits an application to Community Development
- Applications are reviewed in the order they are received
- Work bids must be submitted prior to application approval
- The program will only reimburse the labor costs of the labor provided by a third-party contractor
- Property owner permits staff to take before and after photos of the project
- Work must be completed within 120 days of application approval or by **September 20, 2027**, whichever date comes first
- One Residential Exterior Improvement grant per property with same owner, per 5 years
- Owners of multiple properties can annually submit an application for only one of their properties

Before reimbursement:

- Property owner provides at least $2,000 in receipts. All receipts shall be submitted at the same time
- Project for which the application is submitted must be completed and paid for in full
- Staff performs a post project inspection to verify project completion
- No exterior code violations are present
- Recipient must complete a W-9 Form

The city at any time, without prior notice and at its sole discretion, can modify or eliminate this program. State and local grants are ordinarily taxable for federal income purposes. If awarded, the City will report the grant to the IRS and send you a Federal IRS Form 1099. Please consult a tax professional if you have questions about any possible tax liability you may incur.