

# “Protect It” Grant

## Downtown Seguin Fire Suppression Grant Program

### ***Introduction:***

Since the founding of Seguin, fires have ravaged downtown Seguin leading to the loss of numerous historic landmarks, successful businesses and revenue for the City of Seguin. In addition to these losses, the continued development of downtown Seguin is hindered by the high costs of fire suppression systems that are needed to facilitate second floor development and higher occupancy uses on first floors.

In an effort to protect the historic fabric of downtown Seguin and to further downtown development, the Seguin City Council has adopted the here enclosed “Protect It” Grant to fund fire sprinkler and suppression systems within the downtown historic district.

### ***What is the “Protect It” Grant?***

The “Protect It” Grant program offers property owners of downtown historic properties a reimbursement of up to 50% of the costs of eligible expenses toward the installation of a fire suppression system. This grant program is intended to expire on September 30, 2025 and requires annual funding by the City of Seguin City Council.

In addition to the grant, City of Seguin Water Utilities will purchase and install the tap at no cost to the property owner.

### ***What is a fire sprinkler system and a fire suppression system?***

Both fire sprinkler and fire suppression systems detect heat, smoke and other warning signals that once detected, will extinguish a fire through the application of water or other substance through a sprinkler head.

Fire sprinkler systems use only water to extinguish fires; whereas fire suppression systems use different chemical agents to suppress the fire. The appropriate system should be determined through discussions with the City of Seguin Fire Marshal and your fire protection contractor and should consider potential damage to historic features, materials inside the building and water pressure/flows.

### ***Who is eligible for the grant?***

Property owners of existing structures located within the local downtown historic district that have reached 50 years in age.

### ***What are eligible expenses?***

Eligible expenses include:

- Design & Engineering
- Traffic Control
- Construction and installation of fire line from tap to the building
- Riser, sprinkler heads and piping of fire lines throughout the interior
- Preparation and filing of legal documents

Ineligible expenses include:

- Building permit fees and inspection fees
- Fire suppression systems installed prior to July 2020
- Construction of fire suppression systems started prior to grant agreement being completed
- Fire walls, fire doors, fire extinguishers and other fire abatement tools not commonly included in a fire suppression system
- Refinancing of debt
- Working capital for business

***What are the funding levels?***

The grant awards are based on several factors including the number of platted buildings, size of buildings being protected and location of building. If multiple property owners are partnering on the project, the grant will be reimbursed on a pro rata based on square footage.

Building less than 5,000 square feet	\$20,000 or 50% whichever is less
Buildings between 5,000 and 15,000 square feet	\$30,000 or 50% whichever is less
Buildings 15,000 square feet or greater	\$40,000 or 50%, whichever is less
Additional Funding is Awarded for Projects that meet the following criteria:	
Multiple platted properties sharing a tap	Additional \$5,000 to max award
Tap to be installed in TxDOT Right of Way	Additional \$10,000 to max award

The additional funding for multiple platted properties sharing one tap is due to the costs of preparing and filing an easement agreement between the property owners. The additional funding for the installation of a tap on a TxDOT right of way is due to TxDOT requiring engineered plans and traffic control permits which are not required on local streets.

***What is the grant process?***

- City Council approves the funding for the grant at the start of each fiscal year on October 1.
- Property owner collects bids for legal, design, construction, engineering, and traffic control. Not all projects will require all fore mentioned items.
- Property owner(s) submit the attached application and supporting documents.
- The Seguin Main Street staff, in partnership with City Management, Fire and Legal, review the application and determine funding amount per applicant.
- Grant agreement executed between property owners and the City of Seguin.
- If needed, legal agreements are filed with the County Clerk’s Office.
- Contractor pulls necessary permits to include:
  - Utility permit from Development Services Center at 108 East Mountain
  - Fire Sprinkler Permit from Fire Marshal at 660 TX 46.
  - If on TxDOT ROW, traffic control permits and utility installation permits needed.
- Contractor coordinates with City of Seguin Water Utilities on scheduling the installation of the tap.
- Contractor completes installation of the fire suppression system.
- Property owner submits proof of payment to Main Street Office.
- Main Street processes check request. Please allow for up to 30 days for payment.

## “Protect It” Grant Application

<b>Project Information</b>					
Property Address(es)					
Total Square Feet		Construction Start and End Date			
Contractor		How many contractors did you request a bid from?			
Reason for Selecting Contractor					
Project Costs (Not all projects will have expenditures for each category)		Interior Construction			
		Exterior Construction			
		Design & Engineering			
		Easement Acquisition			
		Traffic Control			
		Other: _____			
		Total			
Project Description Please describe the proposed improvements to the property, current uses and future uses.					
<b>Property Information</b>					
Please fill out the information below for each individual property benefiting from this grant. Please use additional paper if more space is needed.					
Property # 1 Address					
Owner				Contact Person	
Email				Phone	
Square Feet		Number of Floors		Year Built	
Property # 2 Address					
Owner				Contact Person	
Email				Phone	
Square Feet		Number of Floors		Year Built	
Property # 3 Address					
Owner				Contact Person	
Email				Phone	
Square Feet		Number of Floors		Year Built	

**Submittal Checklist**

A completed application will include the following items:

- Grant Application Form
- Proof of Ownership
- Detailed Scope of Work including Pricing
- Contractor’s SCR Number
- Proof multiple bids were requested
- W9’s for all Property Owners

**Acknowledgements:**

I, the undersigned property owner, acknowledge that all information included within this application is accurate to the best of my knowledge. It is understood that no work completed prior to a grant agreement will be funded and any work started without proper permitting through the City of Seguin and/or Texas Department of Transportation may forfeit their funding. Additionally, the City of Seguin will not be held liable for any property damage, personal injury, or other loss relating in any way to the “Protect It” Grant. Finally, any outstanding code compliance citations, tax liens, unpaid utilities or not being in good standing with the City of Seguin may result in the loss of the grant funding.

Property #1 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property #2 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property #3 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_