



Little Village Special Service Area #25 (SSA#25)
Little Village Chamber of Commerce
3610 W. 26th Street. 2nd Fl.
Chicago, IL 60623
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www.littlevillagechamber.org

Vandalism Repair Rebate Program – Little Village SSA #25

***Only windows and doors damaged by vandalism are eligible for rebates. ***

1. DESCRIPTION

The Vandalism Repair Rebate Program provides incentives in the form of a rebate for physical repairs to windows and doors of commercial spaces along the public way due to vandalism. The goal of the Vandalism Repair Rebate Program is to ensure that the Little Village Special Service Area #25 (SSA#25) district is not mired by broken, damaged, or boarded-up windows, and businesses can receive financial assistance if vandalism occurs. The Little Village SSA #25 is the funding source to provide rebates for business repairs to commercial property within its boundaries. The Vandalism Repair Rebate Program is administered by the Little Village Chamber of Commerce, which is the SSA Service Provider agency, under the oversight of the Chicago Department of Planning and Development.

2. REBATE AMOUNTS

Approved applicants who make repairs that follow the guidelines of the Vandalism Repair Rebate Program may receive a rebate according to the following guidelines:

- Windows and/or doors: up to a \$500 rebate according to the costs incurred for repairs.

3. ELIGIBLE IMPROVEMENTS

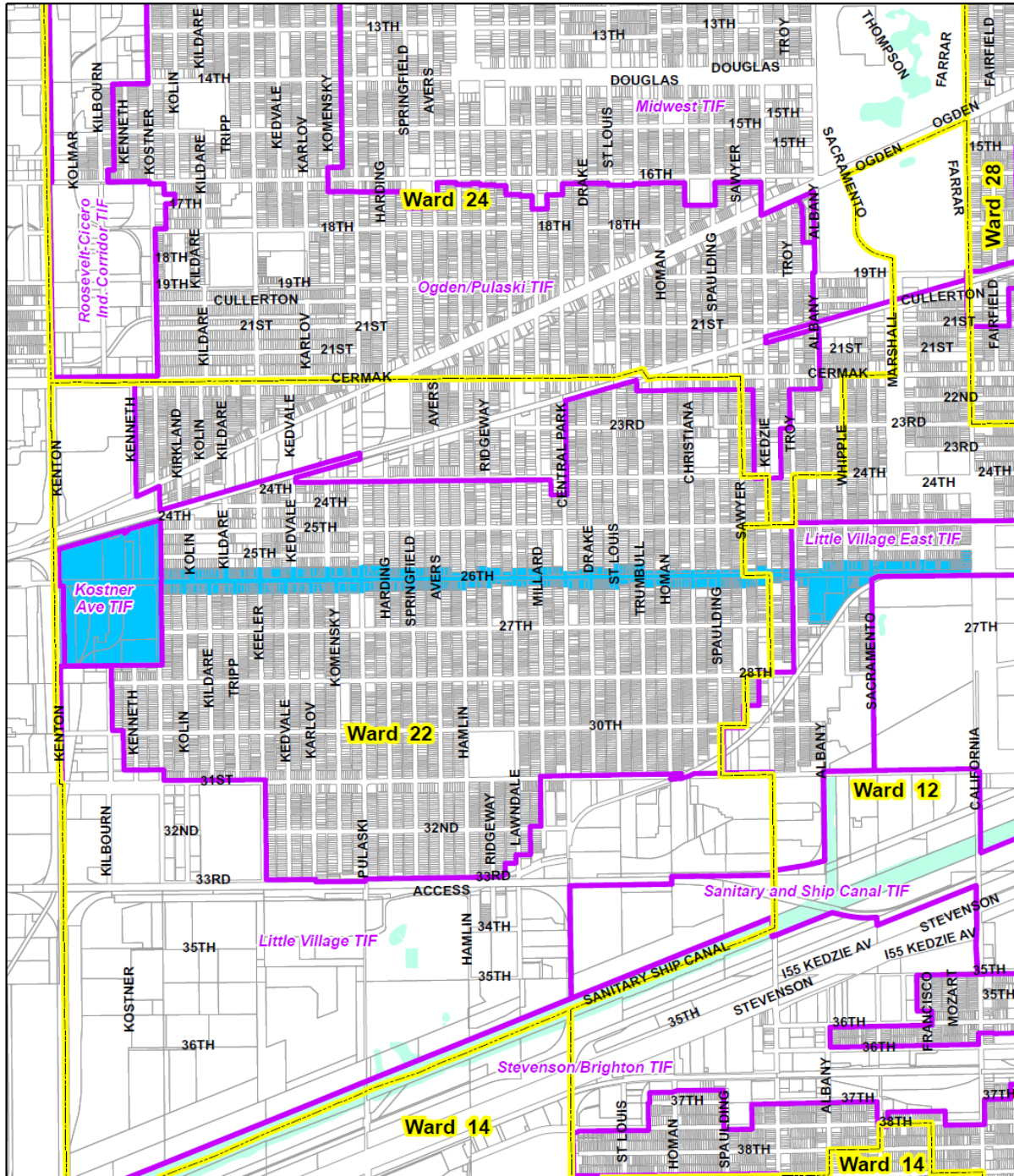
- Replacement of broken glass
- Repair/restoration of glass damaged with acid etching or glass carving.

Repairs eligible for the rebate must be:

1. Needed solely due to the occurrence of vandalism.
2. Visible from the public right-of-way and has a positive impact on the building's front appearance.
3. Completed in accordance with the specifications described in the approved application.

4. ELIGIBLE PROPERTIES: SSA BOUNDARIES

Only commercial properties within the boundaries of SSA #25 are eligible for rebates through the Vandalism Repair Rebate Program. See the attached map of the SSA boundaries.



Legend
SSA
Little Village
TIF
Ward

Little Village
SSA #25



WORK PRODUCT
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5. PROGRAM ELIGIBILITY

1. Rebate applications must be submitted within 30 days of the vandalism incident.
2. Rebate applications cannot be approved without proof of a filed police report.
3. The applicant must provide an invoice stating the cost of repairs.
4. The applicant must provide photographic documentation of the damage.
5. The application must be approved by the Vandalism Repair Rebate Committee, which consists of the SSA #25 Commissioners and the Little Village Chamber of Commerce staff, to receive a rebate.
6. Applicant must fully and timely comply with all the requirements and deadlines set forth in the Application.
7. Applicants must be the entity paying for the improvements.
8. If the applicant is a tenant, written consent of the property owner is required.
9. Only owners and tenants of street-level property located within the SSA #25 boundaries are eligible for the Program.
10. The property must be free of liens and legal questions as to ownership of the property, excepting any mortgage liens.
11. Applications are considered on a rolling basis throughout the calendar year. There is no guarantee that funding will be available upon request for a rebate.
12. SSA #25 Commissioners are eligible to participate in the Vandalism Repair Rebate Program, provided they meet all other program eligibility criteria and abstain from reviewing and voting on ALL Vandalism Repair Rebate Program applications during the period beginning when their application is submitted until their Rebate check is approved and processed.
13. If the same vandalism repair project has already received funding from a different grant or Incentive program is ineligible for additional funding through the Vandalism Repair Rebate Program.

6. APPLICATION PROCESS

A Program application package must be submitted to the Little Village Chamber of Commerce. Incomplete applications will not be considered for approval by the Vandalism Repair Rebate Committee. The Application package must include the following items:

1. Completed application form, including signed Statement of Understanding.
2. Photographs of the existing building and the damage that was done due to vandalism.
3. Invoice stating the costs incurred for needed repairs.
4. Proof of filed police report.
5. Owner's deed, if applicable.
6. Tenant's lease, if applicable.
7. Written consent from and contact information for the property owner if the applicant is not the owner.

7. REVIEW PROCESS

After the completed application is received by the Little Village Chamber of Commerce, it will be reviewed by the Vandalism Repair Rebate Committee. This entity will review and accept or reject each application in its sole and absolute discretion. The applicant may be asked to clarify any items needed for the application if requested by the Vandalism Repair Rebate Committee.

Once the Committee has approved an applicant, a member of the Committee will inspect the project to verify compliance with the program guidelines and that repairs were made according to the damage that was done. A rebate check will be sent within 14 days after the final inspection has taken place, provided the inspection confirms compliance, and pending fiscal year availability of funds.

The Vandalism Repair Rebate Committee's inspection is limited to a review of the completed repairs only in connection with the applicant's application under this program, and shall not be deemed an inspection as to whether or not the repairs were completed in good order and satisfactory condition. It shall be the applicant's responsibility to verify the adequacy of all repairs, and the applicant's failure to verify the repairs shall not relieve the applicant of any expenses or responsibilities resulting from such failure, nor shall the SSA #25 or its representatives have any liability or obligations to the applicant arising from such failure.

Vandalism Repair Rebate Program Application – Little Village SSA #25

Date Vandalism Occurred: _____ Date of Repair (s) Made: _____

Location of Repairs

Street Address City State ZIP

Property PIN

Name of Business(es) at above address

Applicant Information:

Name of Business

Name of Contact Person

Phone Email

Mailing address

Applicant's relationship to property:

____ Business Owner/Tenant only

____ Both the Business and Property Owner

____ Property Owner only

Property Owner Information

Leave blank if the Applicant is the property owner.

Name of Ownership Entity Contact Person

Street Address City State ZIP

Phone Email

Repair Description

Please describe the repairs. Attach any necessary photos, plan, etc.

Summary of Cost Estimates

Attach the invoice from the contractor for the repair task with your application, and summarize costs and task below:

Task:

_____ \$

Contractor

Statement of Understanding

The applicant (undersigned) agrees to fully and timely comply with the guidelines and procedures of the Little Village Chamber of Commerce's Vandalism Repair Rebate Program and the outlined specifications as agreed to by the applicant and the Vandalism Repair Rebate Committee. It is understood by the applicant that a filed police report, invoice for the costs of repair(s), and photographs of the damage are required documentation, and they have read the entire Vandalism Repair Rebate Program Guidelines and Application, and agree to be fully bound by their terms and conditions. **APPLICANT RELEASES AND AGREES TO DEFEND AND INDEMNIFY THE LITTLE VILLAGE CHAMBER OF COMMERCE (TOGETHER WITH THEIR OFFICERS, DIRECTORS, AND AGENTS), THE SSA #25 COMMISSION, AND THE CITY OF CHICAGO FROM ALL CLAIMS AND CAUSES OF ACTION OF ANY KIND (KNOWN OR UNKNOWN) IN CONNECTION WITH THIS VANDALISM REPAIR REBATE PROGRAM.**

Applicant's Signature: _____ Date: _____

Applicant's Name: (Please print) _____

Applicant's Title: _____

Applicant's SSN or Company's FEIN: _____

If the applicant is not the property owner, the following must be completed by the property owner:

I certify that I am the owner of the property located at _____, and hereby authorize the applicant to apply for and receive a rebate under the Vandalism Repair Rebate Program, and to undertake the approved Repairs outlined in this application package.

Owner's Signature: _____ Date: _____

Application Checklist

Ensure all of the following items are completed and submitted with the application. Incomplete applications will not be accepted.

- ☐ Completed Application Form
- ☐ Repair Description
- ☐ Photos of Damage to Building

- ☐ Filed Police Report
- ☐ Invoice from Contractor
- ☐ Owner's Deed (if the property owner is filling out the application)
- ☐ Tenant's Lease (if the tenant is filling out the application)
- ☐ Owner's Written Consent (if the tenant is filling out the application)

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FOR LVCC/SSA #25 OFFICE USE ONLY:

Date Application Received: _____

Rebate: Approved - Denied

Total Cost of Project: _____

Date of Inspection: _____

Amount of Rebate: _____