



2026 Exterior Improvement Microgrant Guidelines and Application

The Historic Valley Junction Foundation wants to help YOU improve your business!

THE PROGRAM

We seek projects that align with HVJF's stated goal of making it easier for businesses with a retail, food/drink, or experience component to grow and succeed financially and enhance the economic vitality of the Valley Junction Main Street district. A total of \$2000 in matching funds is available for the 2026 grant round. The HVJF Design Committee will determine the award levels from among the applications submitted. This grant is intended for exterior improvements, including the window display area; a separate grant program can be used for business operations and interior improvements. Eligible projects must be within the Historic Valley Junction Main Street District boundary – see map on page 2.

We are flexible with what these funds can be used for. Some examples of eligible projects:

- Exterior painting, improvements, and repairs
- Awnings and signage
- Sidewalk planters and furniture
- Shop window lighting, display fixtures
- Accessibility improvements

Compliance with City code

All projects must comply with City code and the adopted [Historic Valley Junction Design Guidelines](#), including approval of any relevant City [signage permits](#) and [sidewalk encroachment permits](#).

Ineligible:

- Use of Microgrant funds as cash match for another HVJF grant program
- In-kind labor and/or materials
- **Any project expenses incurred prior to the Microgrant award**

MATCH

This is a matching grant. A minimum dollar for dollar (1:1) match for the awarded funds is required.

APPLICATION PROCESS

Email the completed application below to director@valleyjunction.com or deliver to the HVJF office at 137 Fifth St. by 5 PM on May 18. Late or incomplete applications will not be considered. The project/s selected by the HVJF Design Committee will be announced the last week in May.

GRANT DISBURSEMENT

This is a reimbursable grant. Awardees will complete the approved project and submit receipts and proof of payment to HVJF for reimbursement at the awarded amount. Upon award and completion, HVJF will feature your project on social media.

**Historic Valley Junction
Main Street district**





2026 Exterior Improvements Microgrant Application

Complete this form and submit via email to director@valleyjunction.com
or deliver to HVJF, 137 Fifth St., West Des Moines, IA 50265

Due by Wednesday May 20, 5 PM

Applicant Name: _____

Business Name: _____

Business Address: _____

Phone: _____

Email: _____

Project description – the more specific, the better (200 words maximum):

How will this project improve your business (100 words maximum)?

How will this project improve the Historic Valley Junction district in conjunction with HVJF's stated goal of making it easier for businesses with a retail, food, or drink experience component to grow and succeed financially (100 words maximum)?

Microgrant amount requested: _____

Estimated total project cost: _____

Estimated completion date: _____

Will you still do this project if it is not fully funded? Yes ___ No ___

Please contact [Steve Frevert](#) at HVJF if you have any questions or would like to discuss your proposal. You are encouraged to include any supplemental information, photos, quotes, sketches, etc. as attachments to this application.