



DOWNTOWN EXTERIOR IMPROVEMENT GRANT APPLICATION

Date of Application _____

Applicant Information:

Applicant's name _____ Business name _____

Street address _____ Mailing address _____

City _____ State _____ Zip code _____

Building Information:

Address of building (where work is to be done) _____

Name of owner (if different from above) _____

Building renter(s) / occupants _____

Financial Information:

Total amount of project _____ Total grant amount applied for _____

Guidelines:

- Match must be at least 50/50 with the Town's funds
- Maximum grant amount per property is \$1000.00 (unless otherwise approved by the board of Trustees)
- Grant must only be used to enhance the exterior appearance of the property (i.e. paint, landscaping, siding, sidewalk, façade, etc.)
- All Town codes must be followed, including Community Development Department review, if appropriate
- Reimbursement will not be authorized without prior approval of the Town Administrator
- Advance payments for work will not be allowed
- Work must be completed by 12/31/2022 (unless otherwise approved by the Board of Trustees)
- Receipts must be submitted for reimbursement

Description of Improvements:

Describe the exterior improvements _____

Please attach the following:

- Drawings that show the work to be done
- Pictures of the building in its present condition
- Copies of any written estimates for the building improvements

Is a building permit required for the project? Yes _____ No _____

Project Timetable:

Date work is to start _____

Date work is to be completed _____

Declarations:

I / we HEREBY APPLY for a grant under this program.

I / we HEREBY AGREE to abide by the terms and conditions of the grant program.

I / we HEREBY CERTIFY that the information contained in this application is true, correct and complete in every aspect and may be verified by the Town by such inquiries as it deems appropriate, including inspection of the property for which this application is being made.

I / we HEREBY GRANT permission to the Town, or its agents, to inspect my/our property that is subject of this application.

I / we HEREBY AGREE that all grants will be calculated and awarded in the sole discretion of the Town. The Town is not responsible for any costs incurred by the Owner/Applicant in any way relating to the program, including, without limitation, costs incurred in anticipation of the grant.

I / we HEREBY UNDERSTAND that the Town in its sole discretion may choose to end the program at any time.

Applicant's Signature

Date

Building Owner's Signature

Date

Town Administrator's Signature

Date