



**DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
FACADE IMPROVEMENT PROGRAM GRANT APPLICATION**

Applicant Name	Phone Number	Email Address
Property Address		
Business Name	Business Contact Name	Business Phone

Applicant is (check one): Property Owner Tenant

Property Owner Name	Phone Number	Email Address
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Project Description – Please provide a brief description of the proposed project and façade improvements:

Façade Improvements – Check what is applicable and indicate the cost estimate			
<input type="checkbox"/> Awnings: \$	<input type="checkbox"/> Signage: \$	<input type="checkbox"/> Windows: \$	<input type="checkbox"/> Doors: \$
<input type="checkbox"/> Paint: \$	<input type="checkbox"/> Masonry: \$	<input type="checkbox"/> Lighting: \$	<input type="checkbox"/> Demolition: \$
<input type="checkbox"/> Exterior Carpentry: \$		<input type="checkbox"/> Other _____: \$	
Total Estimated Cost of Façade Improvements:		\$	

Eligible Match – Check what is applicable and indicate the cost estimate			
<input type="checkbox"/> Structural: \$	<input type="checkbox"/> Electrical: \$	<input type="checkbox"/> HVAC: \$	<input type="checkbox"/> Plumbing: \$
<input type="checkbox"/> Parking: \$	<input type="checkbox"/> Landscape: \$	<input type="checkbox"/> Other _____: \$	
Total Estimated Cost of Eligible Match Items:		\$	

Project Financing – Have you secured all resources necessary for the proposed project, including the grant funds that would be reimbursed following completion?

Yes No

Please check all that apply:

- This is the first grant application for this location
- This location was previously awarded a grant for a façade improvement on (date): _____
- I have previously received a façade grant from the DDA for another location: _____

Attachments – Please include all of the following with your completed application form:

- An exact color photograph or drawing, in appropriate scale of the improvements being proposed.
- A written description of improvements, including materials and colors.
- Cost estimates for proposed improvements.
- Signage information must include where and how it will be attached or mounted, size and material.
- Tenants must also include authorization from Property Owner.

I/we certify that the information contained in this application is, to the best of my/our knowledge, true and accurate. I/we have reviewed the Jonesville DDA Façade Improvement Program Guidelines and understand that the completed project must conform. I/we agree to maintain the improvements made to the building through the Façade Improvement Program. I/we understand that the grant is paid as a reimbursement, based on actual costs incurred after the work is complete; the reimbursement amount shall not exceed the amount awarded by the DDA, without prior approval of the DDA.

Applicant

Date

Property Owner

Date

To be completed by the DDA

The application for the property located at _____

Has been found to be: **consistent** **inconsistent** with Façade Improvement Program Guidelines

It is therefore: **eligible** **not eligible** for the grant program

Determined by action of the Jonesville DDA at a meeting held on the _____ day of _____, 20____

Total amount to be granted upon installation/completion: \$ _____

Total amount reimbursed: \$ _____ **Date:** _____

Attach copies of proof of payment, submitted by applicant