



DDA Building Improvement Grant APPLICATION

Business Name: _____ Project Address: _____

Applicant Name: _____ Applicant Phone: _____

Applicant Email Address: _____

Applicant Mailing Address (if different than Project Address): _____

Please prepare 8 packets that include the following:

- Project narrative, including an overview of the proposed use, target market, construction timeline
- Architectural drawings or illustrations of proposed work
- Photos of the site and its relationship to adjoining sites
- Spreadsheet listing all eligible exterior façade expense and all interior expenses (*see Building Improvement Guidelines for list of eligible/ineligible expenses)
- Copies of contractor proposals for the exterior façade expenses; any project aspect greater than \$2,500 requires at least 2 bids
- Pro-forma financial statements (applicable for residential & hotel properties) or other financial document to show impact of building improvements
- Evidence that all property taxes are paid to date
- A separate application submitted to Historic Preservation if the property is historically designated

Estimated Expenses:

Façade Costs: _____

Total Building Costs (interior + façade): _____

Property Owner Authorization/Certification

I have read the accompanying guidelines and attest that the information included in this application is accurate to the best of my knowledge. I understand that grants are not guaranteed and are up to the sole determination of the Downtown Development Authority Board of Directors.

Applicant Signature

Date

Property Owner Signature

Date

Submit 8 complete packets to:

Greeley Downtown Development Authority
802 9th Street, Ste. 100, Greeley, CO 80631
(970) 356-6775