

Downtown District Grant Programs Application		
Applicant Information		
Name:		
Phone:		
Address:		
City:	State:	Zip Code:
E-mail:		
(Circle One)	Owner	Tenant
Property Information		
Business Name:		
Business Address:		
Description of Business/Property Use:		
Property Owner (If not applicant):		
Owner Address:		
City:	State:	Zip Code:
E-mail:		
Select Program (Circle)		
Sign or Sign Removal	Up to \$750 granted to property owners for the removal of old signage or the installation of new signage. 1:1 Match Required.	
Non-Historic Façade Removal	Up to \$2,000 granted for property owners for the removal of a non-historic façade. 1:1 Match Required.	
Historic Façade Renovation	Up to \$5,000 granted from property owners for the rehabilitation and preservation of a historic façade. 1:1 Match Required.	
New Awning or Awning Removal	Up to \$2,500 granted for awning removal and/or new awning installation. 1:1 Match Required.	
Painting or Paint Removal	Up to \$1,500 granted for painting and/or paint removal. 1:1 Match Required.	
Architectural Fees	Up to 7.5% of the total project costs, not to exceed \$3,750. 1:1 Match Required.	

I authorize the verification of the information provided on this form and have attached all required documentation as specified in the application materials. I also understand that my project may be used for marketing the program to other businesses. I acknowledge that I have read and agree to the program conditions outlined on the back of this form.

Signature of Property Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

Program Conditions and Terms of Agreement

- The applicant and property/business owner meets all eligibility criteria outlined in the Façade Grant Program
- No funds are approved for the proposed improvements until the applicant is notified in writing of grant award and meets all Program requirements. **Work completed prior to final approval is ineligible for funding.**
- Grant funds shall be disbursed only upon the satisfactory completion of the project in accordance with the approved plans for the project. It is the responsibility of the applicant to demonstrate that the project is satisfactorily complete.
- The work approved for the grant shall be completed within 1 year of the date of the award letter.
- Grant funds are only to be used for the scope of the project approved by Grant Review Board and the City of Newton.
- The applicant shall ensure that work is performed in a satisfactory manner, as determined by the City of Newton, conforming to the approved application, project budget, and project schedule.
- The applicant is responsible for meeting the match requirement. The applicant shall keep record of all applicable documents and receipts to substantiate that they are in conformance with this requirement.
- No changes to the approved project plans shall be made without prior consent from the City of Newton. The applicant must submit any changes to the project before the changed component of the project is completed.
- Upon completion of the project, the applicant must submit receipts for all of the work to the City of Newton Planning and Zoning Department for reimbursement.
- Upon completion of the project, the City of Newton will inspect the project. If the project is complete, a Certificate of Completion will be issued. A Certificate of Completion shall be issued prior to reimbursement.