



City of Auburn
DOWNTOWN FACADE IMPROVEMENT PROGRAM Application

Program Kickoff: June 1, 2015
Applications will be accepted starting June 15, 2015

APPLICANT INFORMATION

Name: -----

Business Name: -----

Business Address: -----

Phone: ----- Fax Number: ----- Email: -----

Contact Address: -----
(if different from above): -----

Social Security Number/Tax Identification Number: -----

Business License Number: -----

Assessor's Parcel Number: -----

OWNER OF PROPERTY (if not applicant)

Name: -----

Address: -----

Phone: ----- Fax Number: ----- Email: -----

DESCRIPTION OF PROPOSED STOREFRONT IMPROVEMENTS:

LIST OF IMPROVEMENT TYPES and ITEMIZED COSTS

Improvement Type	Contractor Name	Cost	
_____	_____	Material	\$ _____
		Labor	\$ _____
		Total	\$ _____

Improvement Type	Contractor Name	Cost	
_____	_____	Material	\$ _____
		Labor	\$ _____
		Total	\$ _____

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_____	_____	Material	\$ _____
		Labor	\$ _____
		Total	\$ _____

Improvement Type	Contractor Name	Cost	
_____	_____	Material	\$ _____
		Labor	\$ _____
		Total	\$ _____

ESTIMATED TOTAL COST OF STOREFRONT IMPROVEMENTS:

		Cost
	Design Services	\$ _____
	Material	\$ _____
	Labor	\$ _____
	TOTAL PROJECT COST	\$ _____

SOURCE(S) OF MATCHING FUNDS

Type	Source	Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

DESCRIPTION OF IN-KIND CONTRIBUTIONS TO BE PROVIDED TO SUPPORT PROJECT EXECUTION

Estimated offset cost of Contribution \$ _____

DESCRIPTION OF OTHER PLANNED/EXECUTED IMPROVEMENTS

Date of Improvement (within year of project) _____

Date of Improvement (within year of project) _____

GRANT REQUEST

		Cost
<small>(Please use calculator provided on website)</small>		
	TOTAL PROJECT COST	\$ _____
Minus (-)	Matching Funds	\$ _____
Minus (-)	In-Kind Contributions	\$ _____
	GRANT REQUEST AMOUNT	\$ _____

STATEMENT OF UNDERSTANDING & CERTIFICATION BY APPLICANT

The applicant understands that the City of Auburn must approve the proposed exterior storefront improvements. During the application process, the City will require the applicant to be available for a site visit with City of Auburn officials. Certain changes or modifications may be required by the City of Auburn prior to final approval. A commitment of funds will not be processed prior to the City’s receipt and approval of bids for the established scope of work. Unless otherwise agreed, work must be approved by a licensed contractor, approved sign maker, or other recognized professional or company. Any work commenced prior to a commitment letter being issued will not be eligible for reimbursement, and any work deviating from the approved work must be *pre-approved* by the City in order for the work to be eligible for reimbursement.

The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a Storefront grant and is true and complete to the best of the applicant’s knowledge. If the applicant is not the owner of the property to be rehabilitated, or if the applicant is not the sole owner of the property, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached. Verification of any of the information contained in this application may be obtained by the City of Auburn from any available source.

Applicant Signature: _____ **Date:** _____

PLEASE RETURN THE APPLICATION AND SUPPLEMENTAL INFORMATION TO:

Permit Center
City of Auburn
25 W Main Street
Auburn, WA 98001

or Email:
lflemister@auburnwa.gov - Email

Contact:
Lauren Flemister, Urban Design Planner
253.931.3092 - Telephone