



Building Renovation Grant Program Application

A. CONTACT INFORMATION

1) Applicant Name: _____

Business Name: _____

Phone: _____ Email: _____

Address: _____

Are you the owner of the property you are requesting grant funding for? Yes ☐ No ☐

If you responded no, please provide the property owner's information under paragraph A2.

2) Property Owner Name: _____

Company: _____

Phone: _____ Email: _____

Address: _____

B. SITE INFORMATION

Site Address: _____

Parcel Number: _____

Is this property historically designated? ☐ Yes ☐ No

C. PROJECT DESCRIPTION

Please provide a short description of the proposed project in the space provided below:

Describe how the proposed project will improve the overall look of the project:

D. PROJECT COSTS

ITEMIZATION OF PROJECT COSTS

Project costs provided should be based on the receipt of two contractor bids, unless the proposed improvements are exempt from this requirement.

Description of Cost	Cost Estimate
Total Estimated Project Cost:	
Total Grant Amount Requested:	

E. REQUIRED DOCUMENTS

This application must be fully complete, and the following documents submitted, in order for the Sterling Urban Renewal Authority to consider the request:

- ☐ Architectural renderings, site plans and/or other visual representations of the proposed improvements. For paint, a paint sample of the proposed color should be provided.
- ☐ Photos of the building. For exterior façade improvements, provide photos of all sides of the building that improvements are being requested for. For International Building Code and/or International Fire Code improvements, a photo of the front elevation of the building, as well as the interior portion of the building where renovations are being requested for should be submitted.
- ☐ Two estimates from contractors, except that applications for painting a façade do not require a contractor estimate.
- ☐ For an application for signage, initial approval from the City of Sterling Building Department must be provided.
- ☐ The property owner shall submit proof of ownership of the building.

F. CERTIFICATIONS

Applicant Certification

By signing this application, I attest that I am acting with the knowledge and consent of all owners of the property that is the subject of this application, and that I have the full intention and ability to complete the improvements described in this application if a Building Renovation Grant is awarded. I understand that I am required to enter into a Building Renovation Grant Agreement within 30 days of approval of a Grant award. If an Agreement is not finalized by that time, then the Grant award will be null and void. I further certify that all information submitted with this application is true and accurate to the best of my knowledge.

Applicant: _____ Date: _____

Owner Certification

I hereby certify that I am the legal owner of record of the property that is the subject of this application. I hereby authorize the applicant to apply for this Building Renovation Grant and to perform the improvements described in this application if a Building Renovation Grant is awarded.

Owner: _____ Date: _____

FOR SURA USE ONLY

Received Date: _____

If the application is not complete, state reasons why it is incomplete:

Date Deemed Complete: _____