

Downtown Facade Grant Program Application

Type of Application: *Check only 1 box*

Small Scale (\$0 to \$1,000)—*Applications accepted Oct. 1—July 31*

Large Scale (\$1,001 to \$5,000)—*Applications accepted Oct. 1—Nov. 1*

Type of Applicant: Building Owner Tenant

Applicant Name: _____ Date: _____

Mailing Address: _____ City: _____ Zip: _____

Applicant Phone #: _____ Applicant email: _____

Name of Business: _____

Address where work will be performed: _____

Age of building where work will be performed: _____

Building owner's name: _____

Building owner's phone #: _____

Proposed start date: _____ Expected completion date: _____

Type of Work Proposed: *please check all that apply*

Masonry repair/Tuck pointing

Painting

Window and door repair (*no tinted windows or doors*)

Exterior Lighting attached to building

Other

Signage (*no neon or flashing*)

Awnings

Carpentry work

Cornice repair

PROJECT DESCRIPTION

Write a description of the work to be completed including location on the building, type of work, materials, colors, size of sign, style of awning, type of mortar, method of repair, etc. Please include enough information for the grant committee to understand the full scope of the project.

BUDGET

Complete and submit the attached budget worksheet with the grant application. Attach any bids or estimates received by the contractor.

Total cost of proposed grant project: \$ _____

Amount of Grant funds being requested: \$ _____

Amount of Matching funds being committed: \$ _____

BUILDING PERMIT

If your project requires a Building Permit or Sign Permit, please apply for the Building or Sign Permit directly with the City by contacting the Permit Clerk at 660-747-9135 or online at <https://warrensburgmo-energovpub.tylerhost.net/Apps/selfservice#/home>. The Notice to Proceed for a Façade Grant will not be issued until the Building or Sign Permit is ready to be issued or has been issued. The building permit fee for a permit issued for the scope of work covered by a Façade Grant will be waived.

All contractors performing work associated with a Façade Grant must have a current, active Business License with the City of Warrensburg. Business Licenses may obtained from the City Collector Carl Larkerbrink at City Hall by calling 660-747-9131 or online at www.warrensburg-mo.com/186/Business-Licenses:

General Contractor Name: _____

Mailing Address: _____ City: _____ Zip: _____

Contact Phone #: _____ Business License #: _____

Subcontractors:	Name	Phone #	Warrensburg Business License		
Electrical:	_____	_____	Yes	No	In process
Sign:	_____	_____	Yes	No	In process
Masonry:	_____	_____	Yes	No	In process
Other:	_____	_____	Yes	No	In process

APPLICATION CHECKLIST

Please make sure you have attached all of the following items:

- Budget worksheet
- Bid or estimate from contractor if applicable
- Before picture of the building

I understand work cannot begin on the grant project until a Notice to Proceed has been issued by the City. Any work started before the Notice to Proceed is issued will not be reimbursed by the City and failure to abide by the Program Rules and Process will result in denial of the funds. I understand the project may be inspected by representatives of the City for compliance to the project as submitted with the application. I understand that should the project be found not in compliance with the original application and proposal as submitted and approved, I may be denied issuance of the grant funds. The undersigned applicant(s) affirms that the information submitted herein is true and accurate to the best of my knowledge. I have read and understand the conditions of the Downtown Façade Grant Program Rules and Process and agree to the conditions and guidelines.

Applicant Signature: _____ Date: _____

Building Owner Signature: _____ Date: _____

Submit completed form and attachments to the City of Warrensburg, Community Development Department, 102 S. Holden St, Warrensburg, MO 64093 Phone: 660-747-9135

