



MAIN STREET MARSHFIELD, INC

FAÇADE GRANT

OUTLINE AND APPLICATION

2008

MAIN STREET MARSHFIELD FAÇADE GRANT

Main Street Marshfield, Inc. has a grant program to provide incentive to property owners and business owners in the Downtown properties. This grant provides a means of initiating quality improvements to downtown properties;

Eligible Projects:

1. Façade restoration
2. New color scheme
3. Awning/canopy – new, repair or replacement
4. Construction/improvements to rear entrance
5. Re-opening of windows/window replacement

Funds Available:

10% of total eligible expenditures up to \$500.

These grants will remain in effect until the fund balance is depleted.

All projects must meet building codes and adhere to the Main Street Marshfield, Inc. DESIGN GUIDELINES. For a copy of these guidelines, contact:

Main Street Marshfield, Inc.
222 South Central Avenue, Suite 205
Marshfield, WI 54449
(715) 387-3299 phone
(715) 387- 2286 fax
info@mainstreetmarshfield.com
www@mainstreetmarshfield.com

PROCESS TO RECEIVE GRANT FUNDS

1. Contact the Main Street Marshfield office to discuss your project. Free design assistance is offered by the Main Street Design Committee.
2. Complete application form and submit with plans and cost estimates to Main Street Marshfield, Inc. Applications and proposals will be reviewed by the Design Committee for compliance to Main Street Marshfield Design Guidelines. The Design Committee will work with applicant, where necessary, to alter or change proposals to comply with the Design Guidelines.
3. Completed project will be inspected by Main Street Marshfield, Inc. Design Committee representatives for compliance.
4. Applicant must submit a copy of invoice for completed project to Main Street Marshfield, Inc. Design Committee.
5. A check in the amount of the pre-approved grant allocation will be issued directly to the applicant.

RULES

1. Applicants are eligible to receive grant funds from only one grant program within a twelve month period.
2. All applications and projects must be approved by Main Street Marshfield, Inc. **prior to beginning work.**
3. Grant funds are limited. All applications are processed and considered on a first come first served basis.
4. Any alterations or deviations to the project, or projects not found to be in compliance as approved in the application process, will result in denial of grant funds. The Main Street Marshfield, Inc. Design Committee reserves the right to deny issuance of grant funds to building/business owners found not to be in compliance. Changes and alterations to any projects are possible only if first approved by the Main Street Marshfield, Inc. Design Committee.

**MAIN STREET MARSHFIELD, INC.
FAÇADE GRANT**

Application Form

Applicant Name: _____

Business Name: _____

Address: _____

Telephone: (Work) _____ (Home) _____

1. Legal form of applicant entity:
_____ Sole Proprietorship _____ Partnership _____ Corporation

2. Status of applicant:
_____ Owner _____ Lessee – if applicant is lessee has the owner given approval of this project?: ___ Yes ___ No
Owners Name: _____
Address: _____
Telephone: _____

3. Indicate all items to be addressed within the proposed project. (The following is a partial list of possible projects eligible to receive funds under this Grant Program.

_____ Façade restoration

_____ Exterior paint/new color scheme

_____ Rear entrance improvements/construction

_____ Re-opening of windows/window replacement

_____ Visible interior improvement _____

_____ Building expansion/addition

_____ Other structural maintenance: _____

_____ Improvements/landscaping to parking areas

_____ Awning/canopy – new, repair or replacement

_____ Other: _____

4. Give a brief but detailed description of what the project will accomplish. Please include specific information regarding the items you checked above.

5. Estimated timeline for project:
Start Date: _____
End Date: _____

Agreement

I have read and understand the process and rules to receive Main Street Marshfield, Inc. Grant funds. I understand that failure to abide by the outline process and rules will result in denial of Main Street Marshfield, Inc. Grant funds. I agree to follow the process and abide by the rules, working with Main Street Marshfield, Inc. and within the scope and text of the Main Street Marshfield, Inc. Design Guidelines to the project's completion.

Furthermore, I understand the project, upon completion, will be inspected by representatives of the Main Street Marshfield, Inc. Design Committee for compliance to the proposal as submitted with this application. I understand should the project be found not in compliance with the original application and proposal as submitted and approved, I will be denied issuance of Main Street Marshfield, Inc. Grant funds.

Applicant's signature

Date

Amount of Grant approval for applicant: \$ _____

Main Street Marshfield Representative

Date

Applicants check list for process to receive Main Street Marshfield Grant funds

_____ Contact Main Street Marshfield office to discuss project. Utilize free assistance of Main Street Marshfield Design Committee as necessary. Review Main Street Marshfield Design Guidelines for project compliance.

Date: _____

_____ Complete application, and submit with plans and sketches (as appropriate) and copies of contactor(s) proposals and cost estimates.

Date: _____

_____ Application and proposal approval by Main Street Marshfield.

Date: _____

_____ Notification received enabling work to begin.

Date: _____

_____ As necessary, confer with Main Street Marshfield during course of work to ensure project's compliance to application and proposal as originally submitted and approved.

Date: _____

_____ Notify Main Street Marshfield upon completion of project.

Date: _____

_____ Completed project inspected by representatives of Main Street Marshfield.

Main Street Marshfield Representative

Date

_____ Submit copy of invoice(s) for completed project to Main Street Marshfield.

Date: _____

_____ Check received in amount of pre-determined grant amount.

Date: _____

For Administrative use:

Grant Amount \$ _____ **Check No. Issued** _____ **Date** _____

3/10/08