

City of Horicon Façade and Building Improvement Grant Application

Date: _____

Program (check all that apply): Façade Grant Building Improvement Grant

Project Name: _____

Applicant Name: _____

Project Address: _____

Applicant Phone Number: _____ Email: _____

Property Owner (if other than applicant): _____

Lease Term (if applicable): _____

General Project Description:

Estimated Start Date: _____ Estimated Completion Date: _____

Total Project Cost (hard and soft costs): _____

Total Grant Requested (\$): _____

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant Request	Applicant Match (cash)*
TOTALS			

*Total applicant match must equal at least 75% for façade and/or building improvement grants. Matching funds may be in the form of cash for grant-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project (“in-kind”). See corresponding program information sheet for complete lists of funding- and match-eligible items.

General Contractor: _____

Contractor Contact Name: _____ **Phone Number:** _____

Applicant Remarks:

Applicant's Certification:

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant under the City of Horicon Façade and Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant: _____ **Date:** _____

Signature of Property Owner: _____ **Date:** _____

Required Attachments:

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee (\$100.00 for each type of funding request), payable to the "City of Horicon"

A non-refundable application fee of \$100 must be submitted to the City of Horicon with this application. Payment can be made via cash or check at City Hall or via mail. All mailed fees must be postmarked to the attention of the Office of the City Clerk.

Additional attachments, as appropriate

- Bids, estimates and/or contracts
- Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

All applications and accompanying documentation must be submitted digitally and in their entirety to:

Kristen Jacobson
City of Horicon Clerk/Treasurer
404 E Lake Street
Horicon, WI 53032
(920) 485-3500 | kjacobson@horiconwi.gov
