

# **DOWNTOWN FAÇADE GRANT PROGRAM**

*For Fiscal Year July 1, 2018 - June 30, 2019*

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## **OVERVIEW**

The Downtown Façade Grant Program is intended to provide financial assistance for improvements that create a more viable downtown area by improving building beautification and uniformity, property value, and sales tax revenues. The improvements through the Downtown Façade Grant Program provide a more vibrant downtown area that benefits and attracts businesses and the general public.

## **FUNDING**

Funding for the Downtown Façade Grant Program is provided by the City of Safford and the Safford Downtown Association. A total of \$6,000 per year is allocated to provide 12 grants in the amount of \$500 each. Grants of larger or smaller amounts may also be awarded at the discretion of the Safford Downtown Association. A matching requirement of 50% or more of the cost of the entire project must be contributed by the business or property owner. The funding cycle begins July 1 and ends June 30 of each year. Funding is available until the total amount of allocated funds are expended. Property owners and businesses are eligible for 1 grant per store front per year.

## **ELIGIBILITY**

Eligible projects include:

- Full façade renovations including landscaping
- Sidewalk cafes and shade
- Awnings
- Signs

To be eligible for a Façade Grant, a business or property owner must be a member of the Safford Downtown Association for the prior two consecutive years or is a new business that has existed for less than a year. All grant requests must be presented to the Safford Downtown Association Board for approval. Exceptions to the rules and policies of the Façade Grant Program may be considered by the Safford Downtown Association Board.

## **REVIEW BOARD**

Proposals for façade improvements will be received by the City of Safford Planning & Community Development Department. Proposals received will be reviewed by the Safford Downtown Manager and the Safford Downtown Association Board.

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## DOWNTOWN FAÇADE GRANT PROGRAM APPLICATION FORM

Business Name:			
Business Owner Name:			
Site Address:		Parcel No.:	
Arizona Transaction Privilege Tax No:			
Contact Name:			
Contact Title:			
Mailing Address:			
City/State/Zip:			
Email:			
Phone:			

### PROJECT FUNDING AMOUNT

Grant Request (____%)	Match (____%)	Total Project Cost (100%)
\$	\$	\$

### PROJECT SUMMARY

Summarize in detail the proposed grant project.

#### Proposed Scope of Work:

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**Desired Outcomes:**

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**Detailed Timeline for Project:**

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**Participating Entities:**

Please describe other entities that will be collaborating on this project.

Entity	Contribution (Financial or Other)

**Additional Information:**

Please describe any information that you think might be pertinent including list of subcontractors.

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## ESTIMATED PROJECT COST

Please provide a detailed budget for the project. Attach an additional sheet if needed.

Line Item	Total Item Cost
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Project Total Cost</b>	<b>\$</b>

## CERTIFICATION

The applicant has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted application. Failure to provide a valid signature affirming the stipulations required by this clause shall result in rejection of the application. Signing the application with a false statement shall void the application, any resulting contract, and may be subject to legal remedies provided by law.

I hereby certify that the information in this application is true and correct to the best of my knowledge and that I understand the intent, benefits, and parameters of this grant as described in this application.

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
 Printed Name and Title

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## CHECKLIST FOR GRANT SUBMITTAL

- Completed grant application
- One (1) original and seven (7) copies of the completed proposal

## PROCESS

### Step One: Apply for the Grant

- Contact the Safford Downtown Manager at 928-432-4140 or stop by the City of Safford Community Development office and pick up an application.
- Return the application to the Safford Downtown Manager.
- If the project is eligible, the Downtown Manager meets on site with the applicant to discuss project proposal.
- Applications are accepted anytime.

### Step Two: Application is Reviewed

- Application is reviewed at the Safford Downtown Association's monthly meeting.
- If approved, applicant obtains City permits if needed.

### Step Three: Construction

- Construction is begun and completed.
- Safford Downtown Manager and applicant inspect for project completion.

### Step Four: Getting a Rebate

- Applicant files with Downtown Manager all documentation regarding costs of completion of project.
- A 30-day waiting period begins, after which a check is authorized and sent to applicant.

## APPLICATION APPROVAL

*To be completed by Downtown Manger upon approval of grant funds being granted.*

The application is hereby approved.

This contract shall henceforth be referred to as Contract No.\_\_\_\_\_. The applicant has been cautioned not to commence any billable work or to provide any material or service under this contract until the project has obtained all required permits.

A total of \$\_\_\_\_\_ has been awarded this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Downtown Manager Signature