

Woodstock Enhancement Committee



Façade Rehabilitation Grant Application

2016-2017

* Applications will not be considered if work has already begun on the proposed improvement. *

Applicant Information:	
Applicant Name:	
Business Name:	
Mailing Address: City/State/Zip	
Email Address:	Daytime Phone:
Property Owners Name & Address (if different than Applicant):	Owners written consent attached must be attached

Building Information:
Property Address:
Current Building Use:
Number of Businesses in the Building:
Are property taxes current? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is the property located in the Historic District? <input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Employees:

Project Overview:	
Brief description of project improvements:	
When will the project begin?	When will project be completed?
Has any portion of the project been started? <input type="checkbox"/> Yes <input type="checkbox"/> No	Applications for projects where work has already begun WILL NOT be considered for funding.
Façade Project Cost:	Total Project Cost:
Amount of Grant Funding being requested:	Maximum Grant available is \$3,000

Attachments Required: The following must be attached to the application in order for your application to be considered.	Check if submitted:
Work (installation/construction) has not begun on the proposed project. Woodstock Façade Grant Guidelines state that all applications must be submitted and approved PRIOR to beginning the improvement.	<input type="checkbox"/>
Photographs clearly showing existing conditions of the building to be improved. (Minimum of 2 required) Electronic photos to: katie.mercer@townofwoodstockva.gov	<input type="checkbox"/>
A full written description of the proposed work.	<input type="checkbox"/>
Drawings that adequately and comprehensively show the proposed project including details of cornices, windows, doors, shutters, decorative elements, awnings, colors, historical elements, etc.	<input type="checkbox"/>
List of proposed materials, including material specifications.	<input type="checkbox"/>
A written cost estimate for all aspects of the of the façade improvements.	<input type="checkbox"/>
Property owner's written consent if different from applicant.	<input type="checkbox"/>
Proof that contractor and subcontractor are licensed to work in the Town of Woodstock.	<input type="checkbox"/>

*I understand that in order for my request for a façade improvement grant to be approved I must submit this application by **May 1, 2017** and follow the Façade Rehabilitation Guidelines. I also understand that monies are granted on a reimbursement basis following application approval, completion of work, inspection by the Façade Grant Review Committee and submission of paid receipts prior to **June 15, 2017**. I also understand that any changes made to the project after the grant approval which has not been approved by the FRC will not be eligible for funding and may disqualify the entire project for funding.*

I certify the accuracy of all information submitted with the application.

_____ Date
Applicant Signature

Please initial here that you agree to hang a banner recognizing the Woodstock Enhancement Committee Façade Grant Program for the project. _____

For Committee use only.

Date Application Rec'd:	Amount Awarded:
Date work approved:	Date work completed & inspected:
Date of Reimbursement:	Amount of Reimbursement: