



**COMMERCIAL FAÇADE IMPROVEMENT GRANT
APPLICATION**
Due February 2, 2024

Property Owner: _____ Phone #: _____

Property Address: _____ Email: _____

Mailing Address: _____

Project Qualification: (please initial each line item)

- _____ I have submitted the pre-application form and met with the city’s architect.
- _____ I have submitted an architectural rendering of the building which shows Timber Town elements in the design.
- _____ I have submitted bids for all aspects of the project and have a defined project budget.
- _____ I have submitted evidence of financial ability to meet matching requirements (e.g., bank statement, loan documents, etc.).
- _____ I am willing to adjust my plan as requested by the Application Review Committee.

Description of work to be completed: _____

Project Budget:

Design/Planning	\$ _____	
Permitting	\$ _____	
Construction	\$ _____	
Other	\$ _____	
Total Project Cost		\$ _____
Owner Investment		\$ _____
Grant Requested:		\$ _____

May not exceed \$10,000
or 1/2 of total project cost

Project Timeline:

Anticipated Start Date: _____ Finish Date: _____

Applicant Signature

Date

This page will be filled out by each member of the Application Review Committee. Scores will be tabulated to identify the top three projects for this first round of grant funding. Applicants should plan their projects so that they receive a favorable score in order to be selected for funding.

Scoring Matrix:

Use this matrix to score the application.

	Criteria	Low 1pt	Mid 3pt	High 5pt
1	Positive impact of the project on the aesthetic appearance of the building. The “wow” effect.			
2	Use of Timber Town elements in the design that are in line with the city’s downtown vision.			
3	Appropriate use of color in the design to add interest but not detract from neighbors.			
4	Positive contribution of the project on enhancing the downtown area; as an example, walkable pedestrian friendly area.			
5	Project’s leverage of private investment into commercial buildings within the city.			
6	Application completeness and applicant’s willingness to adjust plans as needed.			
7	Evidence of financial ability to meet matching requirements.			
Total Points				

Please list any changes you would like to see the applicant incorporate into the final building design:

Review Committee member Name: _____

Review Date: _____

Application Received on: _____ by _____