



Façade Improvement Application

The program offers up to \$5,000 in matching funds to businesses in the Downtown Development Authority District (see map). The purpose of the program is to improve the appearance of individual building facades, signs, and awnings, as well as, the overall look of the district. Improvements must be to areas visible from the public way. Our goal is to leverage private improvements, while making revitalization efforts affordable, creative and community-based. For complete program overview please contact the DDA Office at 970-356-6775 or visit www.greeleydowntown.com.

Eligible Improvements

- New Signage
- New awnings or the rehabilitation of existing awnings
- Removal of inappropriate or out-of-date signage
- Repair or rehabilitation of signage
- Exterior façade cleaning, painting and/or paint removal
- Masonry repair and repainting
- Repair and replacement of architectural details or materials
- Window repair, or in certain cases, replacement
- Rehabilitation or compatible reconstruction of storefronts
- Removal of metal siding and exterior slip covers (surfaces)

Ineligible Improvements

- IMPROVEMENTS MADE PRIOR TO GRANT APPROVAL
- Interior rehabilitation unless it is essential to rehabilitate the building's façade
- Interior decoration
- Refinancing of existing debt
- Inventory and equipment
- Sweat equity (payments for applicant's own labor)
- General maintenance and cleaning
- General business operations expenses (payroll, taxes, utilities, etc.)

Improvement Application Process

- DDA Façade Improvement Applications are available at the DDA office located at 710 11th Avenue, Suite 108, Greeley, CO 80631
- Fill out the DDA Façade Improvement Application and return with appropriate attachments which must include:
 - Illustrations of the proposed work or architectural drawings
 - Photos of the site and its relationship to adjoining sites
 - Color samples and texture of finish materials, where applicable
 - Contractor proposals – A qualified contractor proposal is required. At the discretion of the committee, additional contractor qualifications may be requested.
 - All building construction plans as may be required by the Code Official, where applicable.
 - Return **COMPLETE** package to the address listed on the DDA Façade Grant Program Application prior to the last day of each month.
- Grant funds are disbursed on a reimbursement basis and cannot be issued until the proposed project has been completed. Project must be completed within 90 days of application approval. Extensions will be granted on a case by case basis. **WORK COMPLETED PRIOR TO LETTER OF COMMITMENT IS NOT ELIGIBLE FOR FUNDING.**



DDA FAÇADE GRANT PROGRAM APPLICATION
Deadline: Last Day of Each Month

Applicant _____ Day Phone _____

Applicant's Address _____

Property Owner _____ Day Phone _____

Property Owner's Address _____

Indicate if all correspondence is to be sent to: applicant property owner

Project Address _____

Briefly describe scope of improvements:

Estimated total cost of the proposed project _____

(Total cost shall include: architect's fees, preliminary title report fee, permits, labor and materials. Please attach proposed budget.)

Estimated time to complete proposed project (specify in weeks) _____

Property Owner Authorization/Certification

I have read accompanying documentation and reviewed/prepared this completed application. Execution of easement agreement is required to receive grant dollars. I understand and agree to the terms as stated. The information provided is accurate to the best of my knowledge.

Applicant Signature _____ Date _____

Property Owner Signature (if other than applicant) _____ Date _____

Submit completed application to:
Greeley Downtown Development Authority
Façade Grant Program
710 11th Avenue, Suite 108
Greeley, CO 80631
970.356.6775