



FACADE IMPROVEMENT PROGRAM APPLICATION

1. Is the business that you are applying for improvements located in the Downtown Development Authority District of Meridian Charter Township? _____
YES NO

2. Provide the business name:

3. Provide the business address:

4. Provide the business mailing address if different than above:

5. Are you the property owner? _____
YES NO

6. If you are not the building owner please provide the building owner's name

7. Building Owner Telephone (if different than above)

6. If you are not the property owner please provide a copy of the written statement from the property owner granting the allowance for the building improvements. A lack of approval from the property owner may disqualify approval from the DDA for the use of the program.

7. Name of Best Contact Person for the project (if different than above):

8. Contact Person's Address (If different than above)

9. Contact Person's Phone Number: _____

Contact Person's Email: _____

13. Has the Rehabilitation/Improvement project begun? _____
YES NO

14. What is the total estimated project cost?:

15. Provide a description of the Improvement project:

16. Provide cost breakdowns by major categories(For example: architectural fees, engineering fees, signs, awning, painting, repair, carpentry, electrical, etc., and attachment to this application.

15. What is the proposed project start date?: _____

16. What is the estimated date of completion?: _____

17. How will the project be financed? Please provide a statement and copy of proof of project financing. The Meridian DDA Facade and Grant Program is a matching grant program. Funding support of a project must accompany a match of finances from the developer, property owner, banking institution, etc.

18. The project will involve the building's: 15. Street Front Façade ____ Exterior Side ____
Exterior Rear Wall ____ Roof ____ Other _____

16. Will the project involve a new sign? Yes ____ No ____

18. Would this project be considered "Maintenance" as opposed to Facade Improvement? The DDA may not finance a project that falls into a category similar to traditional or regular building maintenance.

- 19. Please submit three copies of the project design if available.
- 20. Please submit one photograph of the existing facade.

By signing below, the applicant affirms that:

- A. The information submitted herein is true and accurate to the best of my (our) knowledge.
- B. I (we) have read and understand the conditions of the Meridian Charter Township Downtown Development Authority Façade Improvement and Grant Program and agree to abide by its conditions and guidelines.
- C. I (we) understand that if this application is approved, any changes, alterations or modifications to the approved façade design must be authorized in writing by the DDA. Any and all improvements must meet the standards and conditions of the Township’s Code of Ordinances. Payment of permits will not be included in the overall project costs. I (we) understand that certain improvements may require inspections and associated fees, which will be managed solely by me(us). If unauthorized changes are made, I (we) understand that the DDA may withdraw its funding commitment.
- D. I (we) understand that if this project is not completed within the scope of the timetable (12 months), the DDA can withdraw its funding commitment. I (we) understand that I (we) can reapply, however, the application will be subject to funding availability at the time of reapplication. _____

Applicant’s Signature _____

Date _____

Applicant’s Signature _____

For the Use of the DDA	
Date Received:	
Received By:	
Is the Application Complete?	