

Downtown Bradford's Façade Improvement Program Application Form

Downtown Bradford's Façade Improvement Program provides financial assistance to property and business owners in the City's historic business district for the purpose of improving the exterior of their building or storefront. Approved projects are eligible for a 50% reimbursement of the total project cost, the maximum reimbursement amount being \$5,000. Applicants must provide a detailed project description, and provide two professional quotes/estimates for the cost of the project. If approved, the applicant must then attain a certificate of appropriateness from The Historic Architecture Review Board (HARB) for the proposed work, if applicable, and any other necessary permits from the City before work may begin. Projects must be completed within the designated funding timeframe. At the end of the project all receipts/invoices for eligible costs must be submitted along with copies of cleared checks, or proof of payment in full to contractors, suppliers, etc. The total cost incurred will then be calculated and a 50% reimbursement will be awarded to the applicant.

Interested applicants should complete the form below detailing their proposed project.

DO NOT begin any actual work for this project until you have been notified of your project approval. Work done prior to project approval will NOT be eligible for reimbursement. Please return completed application along with project quotes to the Main Street Manager: 23 Kennedy Street, Suite 102 P.O. Box 490 Bradford Pa.

16701 cschwab@bradfordpa.org

Applicant Name: _____ Phone: () _____ - _____

Applicant Email: _____ Application Date: _____

Property Address: _____ Applicant is the: Property Owner Property Tennant

If applicant is a tenant and NOT the property owner, the property owner must approve the proposed work described and sign below.

Property Owner Name: _____ Signed: _____

Scope of Proposed Work: Check all that apply:

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> Roof Repair or Replacement | <input type="checkbox"/> Exterior Surface Repair or Replacement | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Window/Door Replacement | <input type="checkbox"/> Sign Replacement or Installation | |
| <input type="checkbox"/> Brick Repointing | <input type="checkbox"/> Awning Replacement or Installation | |
| <input type="checkbox"/> Paint | <input type="checkbox"/> Exterior Lighting Replacement or Installation | |
| <input type="checkbox"/> Exterior Surface Cleaning | <input type="checkbox"/> Storefront Alteration | |

Describe the proposed work marked above: _____

Estimated Cost of Improvements: _____

I _____ understand that the submission of this form is not a guarantee of funding. I also understand that no work is to begin until I have been notified of my project approval. Any costs incurred before approval will not be eligible for reimbursement.

Signed _____ Date: _____

