



## TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) RESIDENTIAL GRANT APPLICATION QUESTIONS

### APPLICANT

Name: \_\_\_\_\_

Address of property for which grant is being requested: \_\_\_\_\_

\_\_\_\_\_

I live at this address: Y/N

I am a non-resident property owner of this address: Y/N

Email address: \_\_\_\_\_

Mailing address (if different from above): \_\_\_\_\_

Amount of Grant Funds Requested (please refer to guidelines) \_\_\_\_\_

Work to be completed with requested grant funds (please provide complete explanation, attach additional pages if necessary): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Application Checklist** (all required items and a copy of this checklist must be included with application)

- Completed and signed application form
- Proof of ownership of property
- Proof of property insurance
- Color photos clearly showing existing conditions of the proposed improvement site; if applicable, please include historic photos

- Detailed estimates from three licensed contractors for each element of the scope of work to be completed (estimates must be on company letterhead or invoice, dated, and broken down into scope of work line items)
- Architectural plans (if applicable)
- Landscape plans and survey (if applicable)
- Material samples, including color selections (if applicable)
- Proof of low-income status (please see guidelines for details)

### **Applicant Agreement**

By signing below, I affirm that I have read and understand the Rules and Guidelines for the Town of Lake Park Community Development Agency (CRA) Residential Improvement Grant Program and agree to the terms therein. I understand I am required to submit all documentation listed in the CRA Residential Improvement Checklist and that applications missing documentation are considered incomplete and will not be accepted or considered. The CRA's acceptance of a completed application is for review and consideration, and is not a guarantee of approval for grant funding through the CRA Residential Improvement Grant Program.

I understand and agree that no work shall begin until written approval from the CRA is provided. The project must begin within 90 days of grant approval and be completed within one year. No grant funds will be paid until the project is completed as proposed (or the segment of the project, if different contractors are required for different segments) unless a written exception is provided by the CRA. The contractor(s) and I, as well as a representative of the CRA, must each certify in writing that the project is completed to our satisfaction, prior to payment being made.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_