Madison Heights
Downtown Development Authority
Façade Grant Program Application

1. Business Name: _____

2. Business Contact Person: _____

3. Mailing Address: _____

4. Business Phone Number: _____

5. Building Address: _____

6. Building Owner: _____

7. Building Owner's Address: _____

8. Building Owner's Phone Number: _____

9. Total Grant Amount Requested: _____

10. Total Investment by Applicant: _____

11. Brief Description and History of Business:

12. Summary of Project Scope, Budget & Proposed Timeline:

13. Required Attachments to be included with this application (check all attached)

Two Project Cost Estimates $ _____ and $ _____ (attached).

Designs & Specifications (Plans, Dimensions, Colors, Materials and Location on Building/Property).

Photos of the current Façade, Property and/or structure that will be affected by the project **(photos submitted in digital format).**

If not the applicant, a letter from the property owner approving the proposed improvements.

The Undersigned Applicant Affirms and Understands That:

a.   The information submitted herein is true and accurate to the best of my knowledge.

b.   I have read and understand the Façade/Property Improvement Grant Program Guidelines and the DDA Business Design Guidelines and agree to abide by these conditions.

c.   I understand that receipt of a Façade/Property Improvement Grant Funding Commitment Letter from the DDA does not constitute application or approval for a City of Madison Heights Building Permit.

d.   I understand that the proposed project cannot begin until the DDA Board and/or staff reviews and acts upon this Façade/Property Improvement Grant Program application.

e.   I understand that any changes made to the approved Project without the approval of the DDA will give cause for the DDA to withdraw its funding commitment, in whole or part.

Applicant Signatures:

_____ Date_____

_____ Date_____

Submit the completed application with all required attachments to gilestucker@madison-heights.org or in person at:

Madison Heights DDA
300 W. Thirteen Mile Rd.
Madison Heights, MI 48071

Please call 248-583-0831 if you have any questions.