



Van Alstyne CDC
228 E. Marshall
P. O. Box 2151
Van Alstyne, Texas 75495
(903) 712-2002

FACADE & INFRASTRUCTURE IMPROVEMENT PROGRAM PROJECT APPLICATION

Applicant and Property Information

Applicant name: _____

Mailing address: _____

Telephone: _____

Applicant is a corporation, partnership, proprietorship, or individual

Applicant is a property owner or tenant / lessee

(If tenant, must return Letter of Property Owner Approval.)

Business name: _____

Type of business: _____

Property address: _____

Legal description of property: _____

Project Information

Description of eligible improvements: _____

Requested grant amount: \$ _____

Contractor name(s) and telephone(s): _____

Contractor Located within the City Limits of Van Alstyne? Yes _____ No _____

Estimated start date of construction: _____

Estimated completion date of construction: _____

Description of improvements to property not eligible for grant funding: _____

Describe source of matching funds: _____

I have read the Facade & Infrastructure Improvement Program description and agree to all terms contained therein, including compliance with all applicable city, state, and federal codes and the one (1) year maintenance requirement.

Applicant (signature)_____ Date:_____

Attachments

- Photographs of structure showing existing facades
- Project budget form
- Written bids for work to be completed (minimum three (3) required)
- Commitment to Maintenance form
- Letter of property owner approval (if necessary)
- Drawings or renderings that illustrate improvements (if available)
- Other supporting plans or illustrations of improvements (if available)

PROJECTS IN WHICH CONSTRUCTION HAS BEEN PERFORMED OR PLACED UNDER CONTRACT PRIOR TO APPROVAL OF THE PROJECT APPLICATION ARE NOT ELIGIBLE.

Only complete applications may be considered for approval. Applications should be delivered to the Van Alstyne Community Development Corporation office at 228 E. Marshall, Van Alstyne, Texas 75495. See program description for application deadline(s).

**VAN ALSTYNE
COMMUNITY DEVELOPMENT CORPORATION
FACADE & INFRASTRUCTURE IMPROVEMENT PROGRAM**

PROJECT BUDGET

Applicant (print): _____

Name of business: _____

Property address: _____

Proposed Budget

Materials costs: \$ _____

(Provide estimate of quantities, unit costs, and total costs.)

Labor costs: \$ _____

Total project budget: \$ _____

Requested grant amount: \$ _____

Attach written bids from three (3) contractors:

1. (Contractor Name) _____ (Telephone) _____

2. (Contractor Name) _____ (Telephone) _____

3. (Contractor Name) _____ (Telephone) _____

Applicant (signature): _____ Date: _____

**VAN ALSTYNE
COMMUNITY DEVELOPMENT CORPORATION
FACADE & INFRASTRUCTURE IMPROVEMENT PROGRAM**

COMMITMENT TO MAINTENANCE

I, the undersigned, acknowledge that in consideration for the improvements made to the property described herein, the improvements shall be maintained according to the approved application and all applicable city, state, and federal codes for a period of no less than one (1) year after completion. I also acknowledge that if I do not maintain said property improvements for the prescribed one (1) year time period then I may be required to return all grant program funds related to this project. The City of Van Alstyne reserves the right to make periodic inspections of the project during construction and after completion to ensure compliance with applicable codes

Applicant (print): _____

Business name: _____

Property address: _____

Mailing address: _____

Telephone number: _____

Applicant (signature): _____ Date: _____

State of Texas §

County of Grayson §

Sworn to and subscribed before me on the ____ day of _____, 20__.

Notary Public's Signature

My Commission Expires: _____

VAN ALSTYNE
COMMUNITY DEVELOPMENT CORPORATION
FACADE & INFRASTRUCTURE IMPROVEMENT PROGRAM
LETTER OF PROPERTY OWNER APPROVAL

This letter is to serve as permission for the tenant listed below to submit an application to and participate in the Facade Improvement Program with Van Alstyne Community Development Corporation, a grant program to fund certain exterior improvements to existing commercial structures as described in the program description. I, the undersigned property owner, certify that I am the legal owner of the property listed below. Additionally, I confirm that the tenant currently holds a lease with me to occupy the property.

Furthermore, I acknowledge that in consideration for the improvements made to the property described herein, the improvements shall be maintained according to the approved application and all applicable city, state, and Federal codes.

Property owner (print): _____

Property address: _____

Mailing address: _____

Telephone number: _____

Tenant name (print): _____

Business name: _____

Current lease valid through: _____

Property Owner (signature): _____ Date: _____

State of Texas §

County of Grayson §

Sworn to and subscribed before me on the _____ day of _____, 20____.

Notary Public's Signature

My Commission Expires: _____