

Colfax Downtown Association

Rural Regeneration Grant 2021&2022

Round Two -



Mail Application:

Colfax Downtown Association (CDA)
PO BOX 724
COLFAX, WA 99111

Email Application:

Colfaxdowntown@gmail.com

Questions:

Call or email our Executive Director,
Whitney Bond.

Phone: (509) 288-9063

Purpose of Grant:

The Colfax Downtown's second round of funding for the Rural Regeneration grant's sole purpose is to improve the look and feel of our Main St & Corridor by offering grants to help improve the aesthetic and or integrity of the buildings located on Main St & within the CDA Corridor. One by one these improvement efforts will create a more attractive & vibrant Main St and Downtown Corridor and boost the Community's overall economic growth.

What can the Rural Regeneration Project grant funds be used for:

This grant is used specifically to cover the cost of awarded exterior storefront projects related to exterior design, contracted labor & services, materials, and or permitting fees related to

- Exterior signage
- Exterior lighting
- Storefront facade restoration work
- Landscaping and or potted flowers
- Exterior paint/exterior cleaning
- Window repairs or replacement
- Curb appeal efforts to draw attention to your storefront
- Historical preservation efforts
- Exterior storefront beautification

Eligibility Requirements:

- Applicants must be or have an active business occupying the building located on Main St or the CDA Main Street Corridor. Exceptions upon board approval can be made if the building owner can show proof of business tenants scheduled to move into the address listed on application with 60 days of application deadline.
- Tenant or Property Owners may apply.
- Tenant application requires the owner authorization form to be completed and attached to this application. If you are applying for curb appeal attractions & no permanent changes to the building are being requested on your application then the owner authorization form is not required.
- Project must comply with all municipal & state codes/regulations.
- Applicants must be able to pay the required 25% matching funds within 60 days of award.
- Applicants must be prepared for the work to be completed on or before the deadline of June 30th, 2022.
- Application must be completed in full with all requested signatures & documents attached or your application will not be reviewed.
- The building in which you are applying must be located on Main St or within the CDA Corridor of Colfax to be eligible for grant funds. Map available upon request.

(West on River, North on Upton St, South of Stevens, and East of Mill St.)

Rules & Regulations for the Rural Regeneration Grant:

1. If the awarded applicant refuses to follow all of the rules and regulations of this grant it will result in immediate cancelation of awarded grant funding.

2. This project must comply with all municipal ordinances, codes, and regulations.
3. Applicants must be able to pay the required 25% matching funds within 60 days of award. Applicants must also be prepared for the work to be completed on or before the deadline of June 30th, 2022. If the required 25% matching funds are not paid within 60 days of the grant funding being awarded it will result in an immediate cancelation of funds.
4. The CDA has a team of local contractors that are hired to complete the work of the awarded project plan and the applicant is required to not interfere with which contractors are hired by the Colfax Downtown Association.

The CDA will also complete all ordering of any items needed for the project. Reimbursement will not be provided to you if you choose not to follow the rules & regulations of this grant.

5. The Colfax Downtown Association will not be financially responsible for any \$ amount that exceeds the awarded grant amount. If the project costs exceed the awarded grant amount the applicant will be 100% financially responsible to pay the costs that exceed the awarded grant amount directly to the hired parties involved.
6. Applicants must not waiver from the awarded project plan. If changes need to be made a change request must be submitted to the board of directors. Change requests must be approved by the board of directors prior to any changes being made to the exterior of the building. Making changes to the project plan without the Board of Director's prior authorization will result in the cancelation of awarded grant funding.

Applicant Information:

Please check the box that applies to you and your application.

Business Owner:

Property Owner:

Non-Profit Authorized Rep

Hold a purchase contract agreement with the registered owner

***If you are not yet the registered owner of the property you applying for, but you're in a purchase contract agreement with the registered owner you are still required to have the registered owner complete the owner authorization form.**

***If county records state a different property owner named than what is written on the application and or owner authorization form your application will not be reviewed.**

Applicant Name(s):

Address of property you are applying for:

Building Owner Property Tax ID Number:

Business Owner UBI Number:

(question applies if business owner/tenant is applying)

Phone Number:

Home:-----

Cell:-----

Email:-----

Name of business that occupies this address:

Business owner Name & Phone

Number: Answer if you're not the business tenant

How long have you occupied or owned this property?

Owner Occupant Yrs-----

How will this grant help your business and or building?

Owner Authorization Form

(Only required if the Applicant is not the property owner.)

PROPERTY INFORMATION:

Registered Property Owner Name(s) :

Building Owner Contact Information:

Phone: _____

Email: _____

Property Tax Account # _____

Property taxes paid to date? Yes No

Who will be responsible for paying the required 25% matching funds for this grant? Check box that applies

Registered Owner Occupying Tenant

Has this property or other properties you own & or occupied locally received grant funding from the Colfax Downtown Association or other public facade grant funding in the past 5 years? Yes No

If answered yes, please list year received, location, project scope & \$ amount of grant:

Please list all building improvements you have made in the last 5 years to this property: attach additional page if needed.

I hereby acknowledge that I am the registered owner of the building that is seeking grant assistance. I have reviewed the project plans for this grant with my tenant and give my authorization for the business that is housed within my building to use the Colfax Downtown Association Rural Regeneration grant funding to alter the exterior of my building. By signing below I certify that the information listed on this owner authorization form is accurate and true to the best of my knowledge.

Registered Owner Signature(s): Sign on X

X _____

X _____

Date Signed: _____

Project Information:

Attach a clear image(s) of the building you are applying for. Images are required for your application to be reviewed.

Please provide and attach any images and quotes that paint a picture of what you would like your storefront to look like. Example: Paint colors, quotes for curb appeal items, images of an inspiring storefront aesthetic, etc.

Please provide a prioritized description list of what you would like to have done to the exterior of your storefront through the Rural Regeneration Grant opportunity:

In the event the project costs more than the contractor's projected bid, are you able to pay those additional costs in a quick and timely manner? Yes or No

Number one being top priority & the last number listed being your least prioritized project goal.

Statement of understanding & certification by applicant. I certify that I am authorized to sign on behalf of the applicant entity. The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining the Rural Regeneration Project Grant funding and is true and complete to the best of my knowledge. As required, the Applicant agrees to assist the CDA in verifying any of the information contained in this application from any available source. If the applicant is not the owner of the property, or if the applicant is not the sole owner of the property, the Owner Authorization Form must be filled out, completed, and attached. If you are applying for curb appeal attractions, etc that won't consist of making permanent changes to the building you are exempt from needing the owner authorization form signed by the property owner.

Applicant(s) Signature:

X _____

X _____

For office use only

Date completed application was received:

The application was approved or denied/Date:

Date award letter was sent to applicant:

Application Deadline & Appointment Details:

The application deadline is 4 pm on Friday, August 6th, 2021.

A 20-minute appointment block to review your application will be scheduled for you to attend on August 10th, 2021 between the evening hours of Five and Eight PM. An appointment will take roughly 20 minutes. We will ask questions to understand your full vision & needs for your storefront, etc.

Once your completed application is received our Executive Director will call and schedule your appointment for the design team to review your application. Appointments will take place in the upstairs conference room located at 203 N. Main St. Colfax.

Although we do prefer in-person appointments with applicants, we will make zoom an option for any applicant who can not attend in-person.

Date matching funds were received:

Check number of 25% matching funds:

Date exterior renovations began:

Checklist for application:

1. Completed and signed application
2. Completed Owner Authorization Form
(If necessary)
3. Image(s) of the exterior of the building
for which you are applying.
4. Images that paint a picture of what you
would like to have done to your building.
It can also be paint swatches, etc.
5. Quotes for curb appeal items such as
benches, potted flowers, sidewalk signage,
etc. This will help the CDA to get a better
understanding of costs and items related
to your project.

Example:

It can be as easy as printing an item from a certain website that you would like to place in front of your store. The more you attach the quicker your application process will be and upon approval the quicker we can get the work completed and your storefront looking fantastic!