

Colfax Downtown Association

# Rural Regeneration Grant 2021



## Mail Application:

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

## Email Application:

[Colfaxdowntown@gmail.com](mailto:Colfaxdowntown@gmail.com)

## Questions:

Call or email our Executive Director,  
Whitney Bond.

Phone: (509) 288-9063

## Purpose of Grant:

The Colfax Downtown 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 projects related to 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 and or exterior cleaning
- Window repairs or replacement
- Curb appeal efforts to draw attention to your storefront
- Historical preservation efforts

## Eligibility Requirements:

- Applicants must be or have an active business occupying the building located on Main St or the CDA Main Street Corridor.
  - Tenant or Property Owners may apply.
  - Tenant application requires the owner authorization form to be completed and attached to this application.
  - Project must comply with all municipal and state codes/regulations; permitting must be secured prior to grant approval.
  - Applicants must be able to pay the required 25% matching funds within 30 days of award.
  - Applicants must be prepared for the work to be completed on or before the deadline of July 15th, 2021.
  - Application must be completed in full with requested documents attached or your application will not be reviewed.
  - The building in which you are applying for 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.)
3. Applicants must be able to pay the required 25% matching funds within 30 days of award. Applicants must also be prepared for the work to be completed on or before the deadline of July 15th, 2021. If the required 25% matching funds are not paid within 30 days of the grant funding being awarded it will result in an immediate cancellation of funds.
  4. The CDA will be in charge of which contractors 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 be in charge of the 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.

## Rules & Regulations for the Rural Regeneration Grant:

1. If the awarded applicant refuses to follow of the rules and regulations of this grant it will result in immediate cancellation of awarded grant funding.
2. This project must comply with all municipal ordinances, codes and regulations.
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 Directors prior authorization will result in cancellation 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 written on the application and or owner authorization form your application will not be reviewed.

**Applicant Name(s):**

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**Address of property you are applying for:**

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**Building Owner Property Tax ID Number:**

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(question only applies if building owner is applying)

**Business Owner UBI Number:**

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(question applies if business owner/tenant is applying)

**Phone Number:**

**Home:**-----

**Cell:**-----

**Email:**-----  
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**Name of business that occupies this address:**

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**Business owner Name & phone**

**Number:** (Answer if you're not the tenant)

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**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 app

Registered Property Owner  Occupying Tenant

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

If answered yes, please list year received, location and \$ 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.

**Applicant(s) Signature:**

X \_\_\_\_\_

X \_\_\_\_\_

**For office use only**

Date completed application was received:

\_\_\_\_\_

Application was approved or denied/Date:

\_\_\_\_\_

Date award letter was sent to applicant:

\_\_\_\_\_

**Application Deadline & Appointment Details:**

Application deadline is 4 pm on March 26th.

An appointment to review your application will be scheduled for you to attend via zoom or to meet with us in person on March 28th, 2021 between the hours of Noon and 4pm.

Once your completed application is received our Executive Director will call and schedule your appointment for the design team to review your application with you on Sunday, March 28th, 2021.

What is your preferred method for application review?

Via Zoom or 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 exterior of the building in  
which you are applying for.
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!