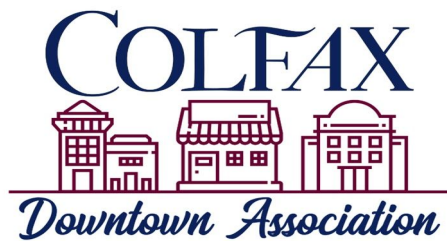


Colfax Downtown Association

# Storefront Improvement Grant 2020



## Mail Application to:

Colfax Downtown Association  
PO BOX 724  
COLFAX, WA 99111

## Or Email Application to:

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

## Questions:

Call our Executive Director  
Whitney Bond

(509) 288-9063

## Purpose:

- The purpose of the Colfax Downtown Storefront Improvement Grant is to create a more attractive atmosphere, and commercially vibrant environment through store fronts in the Main Street Corridor.

## What can the grant funds be used towards:

The Design Committee will review and award funding. Awards of \$500 up to \$2500 are given out, with the business or owner matching 25% of the award. The grant me used for design, labor, materials, and or permitting fees related to:

- Awnings and or Signage
- Exterior lighting
- Storefront facade repair work
- Landscaping
- Exterior paint and or exterior cleaning
- Window repairs or replacement

## Eligibility:

- Applicants must be an active business within the Colfax Main Street Corridor.
- Tenant or Property Owners may apply. Tenant application requires written approval from the property owner
- Project must comply with all municipal and state codes/regulation; permitting must be secured prior to grant approval.
- We require this grant to be used to restore and or highlight the building's historical features & appearance.
- Applicants must provide a written email status update if project/funds aren't completed/used within 6 months.

## **Rules and Regulations for this grant:**

- 1. Application must be completed in full on the official application. Incomplete applications may be disqualified.**
- 2. You must get a quote/bid from a licensed contractor, professional or business, depending on your needs, prior to submitting your application. You will need to attach that quote/bid to your application. If you do not attach the quote/bid your application will not be reviewed.**
- 3. If you are not the Owner of the building and are applying for this grant, you will need the Owner of the building to fill out the Owner Authorization Form. If you do not own the building and you submit this application without the Owner Authorization Form completed your application will not be reviewed.**
- 4. The building in which you are applying for this grant must be within the Main Street 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.)**
- 5. If you are awarded grant funds you are to follow the design grant proposal you submitted to the Colfax Downtown Association and not make changes to the proposal after being awarded. If you need to make changes to the design for your storefront after you have been awarded you must get approval from the CDA Board of Directors before the work (changes) begins. Failure to get approval for changes from the Colfax Downtown Association may result in a cancellation of grant funds for you not following the terms of this grant.**
- 6. Grant Awardees have one year from the date grant funds are awarded to complete their project and use funding pertaining to grant.**
- 7. Applicants must be an active business within the Colfax Main Street Corridor.**
- 8. Tenant or Property Owners may apply. Tenant application requires written approval from the property owner**
- 9. Project must comply with all municipal and state codes/regulation; permitting must be secured prior to grant approval.**
- 10. We require this grant to be used to restore and or highlight the building's historical features & appearance.**
- 11. Applicants must provide a written email or mail status update if project/funds aren't completed/used within 6 months. Project must be completed within one year of the grant being awarded.**

**Purpose:**

Storefront appearance is a critical aspect of the overall aesthetic appeal and unique character of a commercial district.

Because it creates a first impression, it is key to individual success. The purpose of the Colfax Storefront Improvement Program is to encourage businesses and property owners within eligible program areas to improve their storefronts, making these areas more attractive to shoppers and increasing the economic vitality and attractiveness to new investment.

**Application Information:**

Applicant

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

Applicant

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

Are you the:

Business Owner \_\_\_\_\_  
Property Owner \_\_\_\_\_

(if you are not the property owner for the building in which you are applying for the Owner Authorization form must be filled out and attached with this application)

Business

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

Business

Address: \_\_\_\_\_  
\_\_\_\_\_

Business Phone

Number: \_\_\_\_\_  
\_\_\_\_\_

Business

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

Tax ID

Number: \_\_\_\_\_  
\_\_\_\_\_

Are you a new  
business? \_\_\_\_\_

How long have you been in  
business? \_\_\_\_\_  
\_\_\_\_\_

What does your business sell or  
offer? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Owner Authorization Form** (Only required if the Applicant was not the property owner.)

PROPERTY INFORMATION:

Building Owner Contact Name:

\_\_\_\_\_

Phone: \_\_\_\_\_

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

Property Tax Account

Number: \_\_\_\_\_

Address of Owned property:

\_\_\_\_\_

\_\_\_\_\_

Year Building Built: \_\_\_\_\_

Has this property received other public funding or grants in the past five years?

Yes  No

If yes, please describe:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am the Owner of the building

that is located in Colfax, WA.

I hereby give authorization for the

business that is housed in my building to

use the Colfax Downtown Association

Storefront Improvement Program grant

to alter the look of my building through

exterior rehabilitation work. I also certify

that this building has not received the

Colfax Storefront Improvement Program

grant funds within the last five (5) years.

Owner Signature:

\_\_\_\_\_

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

# Project Information:

Attach a complete Budget/Bid of Project cost

\$ Amount  
requesting:\_\_\_\_\_

How will an updated storefront benefit  
your business/building:

Briefly describe what changes you want  
to make to your storefront:

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 a Storefront Improvement Program Grant and is true and complete to the best of the applicants 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 and attached.

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

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

Project deadline is August 1st 2020

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

Received by:\_\_\_\_\_