

# Sterling Main Street Façade Grant Application & Agreement



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

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

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

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

Year Purchased: \_\_\_\_\_ Year Built: \_\_\_\_\_

Property owner (if different than person applying): \_\_\_\_\_

Business/Company Name: \_\_\_\_\_

Name of Tenant: \_\_\_\_\_ Lease Expiration Date: \_\_\_\_\_

**Description of Desired Façade Improvements** (please attach additional page if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide a brief description of your property:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the intended use of your building? \_\_\_\_\_

\_\_\_\_\_

Do you have property insurance?      Yes      No

Is your building currently occupied?      Yes      No

If no, when was it last occupied and when do you anticipate opening for business? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_, hereby make application to Sterling Main Street for participation in the Sterling Main Street Façade Grant Program. I understand that Sterling Main Street must approve my Application, and that it must conform to established design guidelines, as well as specific design recommendations of Sterling Main Street. If approved, I understand and agree as follows:

- That I have read and understand and will abide by the Sterling Main Street Façade Grant Program guidelines.
- That all work performed by Applicant will be consistent with the design plans approved by Sterling Main Street. If Applicant desires to make any changes in the project, applicant will obtain written approval from Sterling Main Street before implementing such changes. Applicant understands that Sterling Main Street is not required to approve changes. Further, that all work performed is subject to development standards, building and property codes, and permit requirements of the City of Sterling as applicable.
- That all work under the scope of this Façade Grant Application must begin within 2 months of project approval, and be completed within 12 months of the approval, unless otherwise specifically agreed to between the parties. Applicant further understands that failure to complete the improvements within such time period may result in forfeiture of the grant. Applicant agrees to submit a request for funding of the grant within sixty days after the completion of the work and understands that failure to do so may result in the loss of the grant.
- That the grant will be paid to Grantee only upon completion of work and all paid invoices related to said work, with receipts/cancelled checks, are submitted to Sterling Main Street for review. Grant monies will be paid directly to the Applicant, not the Contractor.
- During the period of construction, Applicant agrees to keep in full force and effect a policy of commercial liability insurance in an amount not less than one million (\$1,000,000) dollars and to name Sterling Main Street as additional insured on such policy. Applicant further agrees to indemnify and hold harmless Sterling Main Street from any and all claims arising out of the work performed.
- That Applicant will notify Sterling Main Street immediately if their interest in the subject property changes in any way. This Agreement is not assignable by Applicant without prior written approval of Sterling Main Street which will not be unreasonably withheld. Failure to notify and receive approval from Sterling Main Street of changes will void this agreement between Applicant and Sterling Main Street.
- Applicant hereby grants to Sterling Main Street the right to use pictures, renderings or descriptions of the work for any and all promotional purposes desired by Sterling Main Street.

I further understand that by participating in this program, I agree to make no changes to the façade of my building without permission from Sterling Main Street for a period of ten (10) years, and that violation of this condition may result in repayment of the grant by the applicant. In the event of a change of ownership of the property, this condition transfers to the new owner and violation of this condition may result in repayment of the grant by the new owner.

Estimated Total Project Cost: \_\_\_\_\_

Estimated Eligible Expenses: \_\_\_\_\_

Grant Amount Requested: \_\_\_\_\_

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner (if different from Applicant)

\_\_\_\_\_  
Date

Please return the completed application, along with required supporting documentation to:  
Sterling Main Street, 15 E. 3<sup>rd</sup> Street, Sterling, IL 61081

**Required Attachments** (failure to include any of these items may result in a delay in the processing and review of submitted application):

- Completed and Signed Façade Grant Application & Agreement (unsigned applications will be considered incomplete)
- Building plans, drawings, elevations & details (for any architectural enhancements, structural changes, window and door installation and/or brick restoration)
- Copies of all bids for proposed work
- Paint color and material samples, as applicable
- Current photo(s) of property
- Design Rendering of completed project
- Proof of insurance

*If you need assistance with the application and/or have general inquiries, please contact Janna Groharing, Executive Director of Sterling Main Street via email at [janna@sterlingmainstreet.org](mailto:janna@sterlingmainstreet.org) or at (815)626-8610.*

# Facade Grant Application – Budget Worksheet

Eligible Grant Expenses (Please attach copies of bids to your application):

Doors \$ \_\_\_\_\_

Masonry Work \$ \_\_\_\_\_

Carpentry \$ \_\_\_\_\_

Electrical \$ \_\_\_\_\_

Windows \$ \_\_\_\_\_

Paint  
(Exterior only) \$ \_\_\_\_\_

Awnings \$ \_\_\_\_\_

Signage \$ \_\_\_\_\_

Other, please specify:

\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

Estimated Eligible Expenses: \$ \_\_\_\_\_

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To be completed by Design Review Committee:

Date Received: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Amount Awarded: \_\_\_\_\_

Date Applicant Notified: \_\_\_\_\_

Date Project Completed: \_\_\_\_\_

Date Funds Distributed: \_\_\_\_\_

Comments/Notes:

