

City of Newaygo Tax Increment Finance Authority
Grant Application – Property Improvement Program

Applicant's Name _____

Applicant's Address _____

Applicant's Phone and Email _____

Property Owner's Name _____

Property Owner's Address _____

Prop. Owner's Phone and Email _____

Address of proposed property improvements _____

Has the property, applicant, or property owner been the recipient of prior grant funding from the City?

Yes No If yes, describe: _____

Present use of building _____

Proposed use of building _____

Have you secured financial resources for this project? (Please be specific)

Improvement(s) Planned (check all that apply)

Removal of siding that was used to cover original building materials

Exterior brick or wall surface repair, exterior wall painting

Window and/or door replacement/repair

Architectural details in need of repair and/or replacement _____

Permanent Landscaping

Construction, installation and/or renovation of awnings, marquees, doors, or windows

Other, please specify: _____

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Describe area of property affected _____

Total cost of improvements \$ _____

Incentive amount requested \$ _____

The following must be submitted with your application:

1. Project improvement description, specifications, and plans (drawn to scale, if applicable)
2. Proposed budget and detailed cost estimates for the work
3. Sample of paint colors to be used on façade improvements
4. Photographs of current property condition
5. Written and signed permission of property owner, if tenant

The applicant and property owner certify and agree to the terms and conditions set forth below:

1. The Applicant is the owner or tenant of a property in the City of Newaygo TIFA District.
2. The Applicant and owner are not past due on any payments owed to the City of Newaygo including but not limited to taxes, utilities, permits, etc.
3. The Applicant agrees to be bound by the rules of the City of Newaygo TIFA property improvement program.
4. All improvements to be undertaken will be consistent with all applicable zoning and building codes, and other local policies, codes, or regulations. Further, if review is necessary by the City of Newaygo Planning Commission in accordance with the City of Newaygo Zoning Ordinance, or the Principal Shopping District (PSD) board, the review will be conducted before the work on the property begins.
5. Only the work that is outlined in the application will be eligible for reimbursement.
6. The project must be completed within timeline specified in the grant agreement (typically within one year). Extensions may be considered for unforeseen circumstances. The project is not eligible for reimbursement if the work is not completed during the approved time period.
7. Funds are awarded on a reimbursement basis. Disbursement of funds shall be made only after the entire project is complete and certified by the City of Newaygo TIFA to be in compliance with the approved design and grant agreement requirements. The Applicant must submit a detailed cost statement, proof of payment, lien waivers, and before and after photos within specified deadline in grant agreement to receive reimbursement payment. All documentation for payment must be provided at one time to City of Newaygo TIFA for one payout.
8. The Applicant understands that he/she is responsible for the construction management for the entire project.

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9. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and non-compliance with all federal, state, and local safety conditions, safety regulations, building codes, ordinances and other applicable regulations.
10. The applicant shall, at his/her own expense, indemnify, protect, defend and hold harmless the City/TIFA and/or its agents and employees, from all claims, damages, lawsuits, costs, and expenses, for any property damage, personal injury or other loss relating in any way to the City of Newaygo TIFA Property Improvement Grant Program.
11. The Applicant understands that he/she is responsible for the maintenance of the facade improvements described here for a period of five years from the project completion in accordance with the agreements that will be executed in the event this application is approved.

Applicant's Signature _____ Date _____

Print Name: _____

Property Owner's Signature _____ Date _____

Print Name: _____

Application and necessary attachments should be submitted to the City Clerk, 28 State Rd, Newaygo MI 49337. For questions, call 231-652-1657 ext 213 or email office@newaygocity.org