



## Storefront Improvement Program Application

### Applicant Information

**Applicant Name:**

**Property Owner:**

**Address:**

**Address:**

**Phone Number:**

**Phone Number:**

**Email:**

**Email:**

### Property Information

**Business Name:**

**Property Address:**

**Fairbanks, AK 99701**

**Primary Use of Building:** [Retail, Restaurant, Office, etc.]

**Is the building currently vacant?**      Yes      No

**Planned Use if Vacant:**

### Project Proposal

**Start Date:**

**Completion Date:**

**Total Project Cost:** [Enter Total Cost]

**Grant Amount Requested:** [Enter Amount Requested]

**Budget Breakdown:** [Provide a general budget for labor and materials, if requesting reimbursement by phase of project clearly define budget by phase]



## Storefront Improvement Program Application

**Project Description:** [Describe the current condition of the property and proposed improvements, including design concepts, color schemes, and material specifications]

### Required Attachments

Before photos that show area to be improved

An illustration of the work you would like to do. Any of the following are acceptable:

- A hand drawn sketch of the front of your building (does not have to be to scale)
- A photo with notes attached
- Architectural rendering(s)

A bid from a licensed contractor for projects totaling over \$10,000

### Optional Attachments

Additional attachments to help describe the projects



## Storefront Improvement Program Application

### Applicant Certification

I certify that:

1. information provided in this application is true and accurate to the best of my knowledge.
2. I am the current property owner or a tenant with the expressed permission of the property owner to apply for the Storefront Improvement Program.
3. I am current on applicable property taxes, sales taxes, and business licenses.
4. I have read and understand the Storefront Improvement Program guidelines.
5. I understand this is a competitive grant process and applying is not a guarantee of funding.
6. I acknowledge any work completed or materials purchased prior to individual grant approval are ineligible for reimbursement and any deviations from grant proposal must be approved by the City to be eligible for reimbursement.
7. I realize for work to be reimbursed it must have been completed by a licensed contractor, but material costs for projects under \$10,000 may be reimbursed without a licensed contractor.
8. I recognize reimbursement will be provided upon submission of paid invoices and successful completion of a final inspection by City officials.
9. I understand projects must be completed within 12 months of signing the grant agreement. A single six-month extension may be awarded on a case-by-case basis.

**Applicant Signature:**

**Date:**

**Property Owner Signature:**

**Date:**

Please submit your completed application to

- Digital applications can be emailed to [downtown@fairbanks.us](mailto:downtown@fairbanks.us)
- Or
- Physical copies can be turned into the Clerks Office at City Hall (ground floor, 800 Cushman Street, Fairbanks, AK 99701)