

**New Britain Downtown District
Façade Improvement Program
General Application**

- The New Britain *Downtown District Façade Improvement Program* is created to allow a property or business owner to be eligible for up to a 50% matching grant to fund façade improvements to their building and/or storefront. The grant recipient must match the amount through funding of their own or through a loan. The maximum grant will be \$5,000.00. The proposal must adhere to the existing Façade Improvement Program, wherein it would meet signage standards with consistency and elicit a certain quality and image. A proposal must have the approval of the building owner **BEFORE** being presented to the District. All rights of approval remain with the NBDD.
- The New Britain Downtown District is a *Historical District*, and your plans **MUST** be approved by the New Britain Building Department/Historical Committee **PRIOR** to your application being approved. You **MUST ATTACH CITY APPROVAL TO APPLICATION**.
- If your application is approved the grant will be awarded at your Grand Opening or Ribbon Cutting, therefore **YOU MUST AGREE TO INFORM THE NEW BRITAIN DOWNTOWN DISTRICT OF THAT EVENT**.
- **RETURN THIS COMPLETED FORM WITH REQUESTED ATTACHMENTS (IN PDF FORMAT) VIA EMAIL TO: nicole.bosco@newbritaindd.com**

- 1) Name of Applicant:
- 2) Address of Proposed Project:
- 3) Nature of Proposed Project:
- 4) Number of Years at Current Property:
- 5) Are you the Owner or Tenant of the above referenced property?
- 6) Total number of square feet in the above referenced property?
- 7) Please list the name(s), addresses, and state license numbers of all contractors that are to be used for the renovation of the above referenced façade (attach additional sheets if needed):
- 8) Please attach a detailed plan of all improvements to be made. Please pay special attention to things such as material types, colors, fabrics, lighting, etc.
- 9) Please attach a detailed budget of the proposed project. This budget must include all costs associated with goods purchased, installation, labor, and contingency expenses.

10) Please attach a detailed timeline of the proposed project. The timeline should include all target deadlines for completion of work.

11) Please attach photographs and/or architectural renderings of the above referenced property. Renderings and /or photos of the property before construction and future renderings of the property following construction must be included.

Acknowledgement & Acceptance of Applicant

I, the undersigned, understand that the Downtown District Façade Improvement Program is offered through the New Britain Downtown District, and it is the sole decision of the District to whom the allotted improvement grants may go. The District retains the right to make distributions to property Owners of Tenants that have already made improvements to properties in accordance with the terms and requirements as stated above. By signing this Acknowledgement & Acceptance, I agree to the following terms and conditions:

- Agree that if the property is sold, or that my business moves or closes, within the next 24 months, the improvement grants must be paid back to the District in full.
- Agree to perform all work according to plan, based on the “design guidelines” set forth by the Downtown District.
- Agree to perform the work in accordance with all City of New Britain, State and Federal, building, zoning and fire codes.
- Agree that the grants will be paid directly to contractor upon the completion of the improvements, or at the sole decision of the District may be paid directly to the property Owner or Tenant.
- Agree that the Downtown District has the right to deny, cancel or modify this application based on a violation of any of the above criteria.

Signature of:

Downtown Property Owner _____

Date: _____

Signature of:

Downtown Business Owner _____

Date: _____

Signature of:

NBDD Façade Improvement Committee Member _____

Date: _____

Signature of:

NBDD Executive Director _____

Date: _____