

## Façade Improvement Program APPLICATION FORM

Name of Individual Applicant: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Business: \_\_\_\_\_ Type: \_\_\_\_\_

Full Address of Property: \_\_\_\_\_

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

Property Identification Number (P.I.N.): \_\_\_\_\_ *Please check with City 309-494-8640*

Applicant is:  Property Owner  Business Tenant  Other ( \_\_\_\_\_ )

CITYWIDE: \_\_\_\_\_ *(Property is within City limits staff validation)*

### The following items should be attached to the Final Application. Please check the items submitted:

1.  Letter of Financial Commitment addressed to City of Peoria detailing: a) total façade improvement cost of at least \$2,000, b) requested grant amount equal to the lesser of 50% of total eligible project cost (75% match in distressed areas) or \$50,000, and c) commitment and capacity to fund total Project cost.
2.  Property Owner Certification (deed, title search, or *Form-1A*) or Property Owner's Consent (*Form-1B*)
3.  Proof of Property/Liability Insurance;
4.  Pictures of Existing Façade (at least two)
5.  Two Cost Estimates from Contractors (one bid, if work is being done by property owner or tenant);  
*(Note: Please check with City 309-494-8640 if Prevailing Wage rates are required, prior to bidding work)*
6.  Final Contractor Documents from Contractors chosen to perform work on facade;  
*(i.e., cost estimate, contract for material and labor, schedule of completion, license, and insurance)*
7.  Façade Improvement Documents which detail proposed improvements, if applicable;
  - a.  Construction plans/drawings with material used
  - b.  Site Plan with elevations, showing improvements drawn to scale,
  - c.  Final Design rendering and architect cost estimates,;
  - d.  Landscape Plan and/or Signage plans,

The City of Peoria and its Economic Development Department expressly reserves the right to: a) reject any or all applicants, b) request more information, and c) cancel the program at any time, in its sole and exclusive discretion.

By signing this document, the applicant agrees they: a) shall comply with all City, State, and Federal statutes and ordinances, b) are solely responsible for the selection of contractor, securing proof of their licensing, and c) will obtain proof of completion and payment to contractors (*Form 2 –lien waver and affidavit*) for façade improvements.

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

Return to:  
City of Peoria, Economic Development Department  
419 Fulton Street – Suite 207, Peoria, IL 60602  
Economic Development - 309-494-8640 - [economicdevelopment@peoriagov.org](mailto:economicdevelopment@peoriagov.org)