



# SHOPPING CENTER / MULTI-USE RETAIL GRANT PROGRAM APPLICATION

## Development Services Department

The Shopping Center or Multi-Use Retail Grant Program is intended to enhance the Village's existing retail sector. Recipients can be eligible for reimbursement of up to 50% of the costs incurred for the rehabilitation of commercial shopping centers or a mixed-use retail building that contains more than 2,500 square feet of floor area with two or more commercial tenants (up to \$50,000).

Please complete the following in its entirety, provide the required documentation, and sign the statement below prior to submitting your application for consideration.

<b>Property Owner Information</b>			
Full Name	<i>Last:</i>	<i>First:</i>	
Owner Address	<i>Number, Street, &amp; Unit:</i>		
	<i>City:</i>	<i>State:</i>	<i>Zip Code:</i>
Contact Information	<i>Phone:</i>	<i>Email:</i>	
Company Name			
<b>Property Information</b>			
Property Address	<i>Number, Street, &amp; Unit:</i>		
	<i>City:</i>	<i>State:</i>	<i>Zip Code:</i>
PIN(s)			
<b>Applicant Information (if different than property owner information)</b>			
Full Name	<i>Last:</i>	<i>First:</i>	
Address	<i>Number, Street, &amp; Unit:</i>		
	<i>City:</i>	<i>State:</i>	<i>Zip Code:</i>
Contact Information	<i>Phone:</i>	<i>Email:</i>	
Company Name			

**DESCRIPTION OF WORK:**

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Estimated Cost of Eligible Improvements (material and labor): \_\_\_\_\_

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

Anticipated Project Start Date: \_\_\_\_\_

Anticipate Project Completion Date: \_\_\_\_\_

**GENERAL SUBMITTAL REQUIREMENTS**

- Completed Application
- Proof of Ownership, Executed Lease Agreement, or Letter of Intent
- [Affidavit of Owner's Consent](#)
- [Disclosure of Beneficiaries](#)
- Two Work Quotations from Qualified Contractors
- Business Plan

**PLEASE READ THE FOLLOWING AND SIGN BELOW:**

- a. The applicant is encouraged to schedule a [pre-application meeting](#) with the Village prior to submitting this application.
- b. The applicant confirms that they have reviewed and agrees to comply with the Shopping Center / Multi-Use Retail Grant Program Guidelines.
- c. The applicant acknowledges that this application is subject to review by the Economic Development Commission and approval by the Village Board.
- d. The applicant acknowledges that all grant awards are subject to funding by the Village Board during the budget process in each fiscal year. The Village Board reserves the right to discontinue the Shopping Center / Multi-Use Retail Grant Program at any time for any reason without notice.
- e. The applicant understands that if more applications are received than current funding levels can accommodate, the Development Services Department will prioritize them on the basis of the date of receipt of the completed application.

Printed Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

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