



130 S. McKinley Avenue  
Fort Lupton, CO 80621  
(303) 857-6694

### Façade Improvement Grant Application

**A. CONTACT INFORMATION**

1) Applicant Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

Are you the owner of the property you are requesting grant funding for? Yes  No

If you responded no, please provide the property owner's information under Paragraph A(2).

2) Property Owner Name: \_\_\_\_\_

Company: \_\_\_\_\_

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

Address: \_\_\_\_\_

**B. SITE INFORMATION** *(Verify the Property is in the Program Area (Appendix 1 of the Guidelines) prior to submitting an Application.)*

Site Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Is this property historically designated? Yes  No

**C. PROJECT DESCRIPTION**

Please provide a short description of the proposed project in the space provided below:

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Describe how the proposed project will improve the overall look of the Façade Program Area:

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**F. CERTIFICATIONS**

**Applicant Certification**

By signing this application, I attest that I am acting with the knowledge and consent of all owners of the property that is the subject of this application, and that I have the full intention and ability to complete the improvements described in this application if a Façade Improvement Grant is awarded. I further certify that all information submitted with this application is true and accurate to the best of my knowledge.

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

**Owner Certification**

I hereby certify that I am the legal owner of record of the property that is the subject of this application. I hereby authorize the applicant to apply for this Façade Improvement Grant and to perform the improvements described in this application if a Façade Improvement Grant is awarded.

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

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**For Office Use Only**

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

If the application is not complete, state reasons why it is incomplete:

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\_\_\_\_\_  
\_\_\_\_\_

Deemed Complete Date: \_\_\_\_\_

## Instructions for Submitting the Façade Improvement Grant Application

### DEFINITIONS

Words in the singular include the plural and words in the plural include the singular.

Application refers to the official submittal to the Fort Lupton Urban Renewal Authority for review of the improvements described in the Façade Improvement Grant Application. The Application includes the application form, all materials submitted for review of the project, and any additional information provided.

Project refers to the proposed improvements that the Applicant is applying for grant funding for as described in the Application.

Property refers to the land that is being proposed for improvements as described in the Application.

### A. CONTACT INFORMATION

- 1) Provide contact information for all applicants that are authorized by the owners identified in Section A(2) to submit this application. If the contact information for all applicants will not fit on the space provided, submit a separate sheet for the additional representatives.
- 2) Provide contact information for all owners of any property that is the subject of the application. If the contact information for all owners will not fit on the space provided, submit a separate sheet for the additional owners.

### B. SITE INFORMATION

Provide all information requested. Parcel numbers and address information may be found at the Weld County Property Portal at <https://www.co.weld.co.us/maps1/propertyportal/>. To find out if a building is designated, please visit <http://www.fortlupton.org/425/Historic-Designation> or contact the Historic Preservation Board staff liaison at 303.857.6694. Applicant is responsible for ensuring the Property is located within the Façade Program Area (Appendix 1 of the Façade Improvement Program Guidelines) prior to submitting an Application.

### PROJECT DESCRIPTION

Please provide a description of the proposed improvements and how they will improve the Façade Program Area. Be sure to review the list of eligible and ineligible improvements in the Guidelines prior to submitting an Application. If you need more space, please attach a separate sheet.

### C. PROJECT COSTS

Provide an itemized list of estimated project costs for the project and the total estimated cost for the project. Attach supporting documentation for these costs, including two contractor bids (unless the project is for painting a façade). Also provide the total grant amount that applicant is requesting, which shall not exceed 50% of the project cost. If you need more space, please attach a separate sheet.

### D. REQUIRED DOCUMENTS

FLURA staff will review all applications to ensure that it is complete and all required attachments are included. If there are items missing and the application has been submitted at least two weeks in advance of the application deadline, staff will inform the applicant of any missing information so they can supplement their application prior to the deadline.

### E. CERTIFICATIONS

**Applicant Certification.** Provide the signature of the applicant(s) in this section.

**Owner Certification.** Provide the signature of the owner(s) of the Property.

**For any other questions, please contact the Fort Lupton Urban Renewal Authority staff liaisons at 303.857.6694.**