

CITY OF EAST PROVIDENCE

2+2 FAÇADE IMPROVEMENT PROGRAM

APPLICATION FORM

The information requested in this form is to be used by the City Planning Department in the administration of the 2+2 Façade Improvement Program.

Applicant/Contractor Information

1. Applicant Name: _____
2. Property Owner Name (if different): _____
3. Address of Property _____
4. Name of Business: _____
5. Telephone Number: _____ Fax Number: _____
6. Name of Contractor completing work (if applicable): _____
7. Address of Contractor _____
8. License Number of Contractor _____

Description of Improvements

9. Describe the proposed improvements (**NOTE: Please attach at least two written estimates for proposed improvements if a contractor is used to complete the work. You may select whichever contractor you wish. The City, however will not accept an application for processing unless a credible second contractors estimate is attached for City review**). Include a construction contract between you and the contractor who will be completing the work if a contractor is to be used. Note: The City's \$2,000 grant match cannot be released in total prior to the proposed construction improvements. The City's grant portion will be subject to a release schedule as described on the reverse portion of this application.)

(**Note:** This program can only provide grant funds for the type of improvements described on the back portion of this application. An applicant may expend additional funds of their own for the completion of added improvements, however the City will only match a maximum of \$2,000 for façade improvements deemed acceptable under this program)

Applicant Responsibility

The selection of a contractor, acceptance of material used and work performed is the applicant's responsibility. The City of East Providence does not guarantee the material and workmanship performed. Inspections are performed, however, by the City to ensure work performance and completion. I hereby certify that all information in this application is true and accurate to the best of my knowledge.

Applicant Signature

Date

Property Owner Signature - Authorization to proceed (if necessary)

Date

Note: The approval of this application does not remove the applicant's obligation to obtain all necessary permits for completion of the indicated improvements, including all necessary building permits through the City's Building Inspection Division.

City of East Providence

2+2 Façade Improvement Program - Eligible Activities

The East Providence 2+2 Façade Improvement Program considers the following improvements, to commercial properties only, to be eligible under this program:

- New sign or renovations of existing signs on the facades of the commercial structure;
- New Windows and doors – façade only, and only on commercial portions of property;
- Vinyl siding;
- Painting;
- Installation of awnings or shutters (façade only)
- Any other exterior improvements designed to improve the façade of the building, subject to prior acceptance by Planning Department staff.

Only the above described improvements will be reimbursed through the City's matching grant. Any other improvements, such as those noted under the ineligible improvements (described below), will be the responsibility of the applicant. It is important to note, however, that the applicant must provide a minimum of \$2,000 toward eligible façade improvements in order to receive the City's matching \$2,000 grant. Smaller projects, requiring less than \$4,000 in total improvements, will receive a proportionately smaller grant from the City (ie. a \$3,000 improvement project will receive a \$1,500 match from the City with \$1,500 paid by the applicant).

Façade Improvement Program ineligible improvements:

- Interior improvements of any kind;
- Roof replacement
- Improvements to residential structures or any portion of a commercial structure that is used for residential purposes.
- Improvements to any other non-commercial structures, including churches, properties belonging to civic organizations or non-profit agencies.

Note: Improvement projects to residential structures are not eligible under this program. Those seeking to renovate residential properties, or those who have portions of their properties that are a mix of residential with commercial may wish to seek information on the City's Lead Safe Program. Properties with a mix of commercial and residential, ie. commercial storefront on first floor and residential on the second floor may be eligible to participate in both the 2+2 program and Lead Safe program by pro-rating the improvements for each use.

I am interested in the City's Lead Safe Program. Please have a representative from the City Of East Providence Lead Safe Program contact me. Check Here

Release Schedule for projects without a written contract with a licensed contractor.

The City's grant release will be subject to the following release schedule as described below:

- 30% at onset of the project (but only after the Planning Department's pre-construction inspection)
- 50% at 50 % completion of the project (as determined by Planning Department Inspector)
- 20% at completion of the project (as determined by Planning Department Inspector)

Suggestions/Comments : Please provide any suggestions/comments you may have on this program
