



Village of Mount Horeb  
**Façade/Building Improvement Grant and Loan Application**

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

Program (circle all that apply): Façade Grant    Bldg. Rehab Grant    Bldg. Rehab Loan

Project Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

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

Applicant Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner (if other than applicant): \_\_\_\_\_

Lease Term (if applicable): \_\_\_\_\_

General Project Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Total Project Cost (hard and soft costs): \_\_\_\_\_

Total Grant Requested (\$): \_\_\_\_\_ Total Loan Requested (\$): \_\_\_\_\_

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
<b>TOTALS</b>				

\*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project (“in-kind”, for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

**General Contractor:** \_\_\_\_\_

**Contractor Contact Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Selected Bank (for Building Rehab Loan):** \_\_\_\_\_

**Bank Contact Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Applicant Remarks:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Applicant's Certification:**

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Property Owner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Required Attachments:**

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee (\$50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

**Additional attachments, as appropriate**

- Bids, estimates and/or contracts
- Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

**Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.**

**Please send this completed application and accompanying materials to:**

Village of Mount Horeb  
138 E. Main Street  
Mount Horeb, WI 53572  
(608) 437-6884