Village of Howard City
125 Shaw Street*P.O. Box 510*Howard City*MI*49329
p: (231) 937-4311 * f: (231) 937-6643
"This institution is an equal opportunity provider"
www.howardcity.org

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Howard City Façade Grant Program

Dear Property and Business Owners:

The Howard City Downtown Development Authority (DDA) is pleased to offer a grant program designed to assist business owners improve the façade of their buildings.

The DDA plans to fund projects that improve the look of the business district within Howard City.

Enclosed you will find program guidelines and an application. I encourage you to review the details and participate in the program.

If you have questions about the program, please feel free to contact me at 231-937-4311.

Sincerely,

Michael Falcon
Executive Director
Howard City DDA

Enclosure

Howard City Downtown Development Authority
Façade Grant Application

Applicant Information

Site Address:	
Applicant's Name:	
Business:	
Mailing Address:	
City, State, Zip:	
Phone:	
Fax:	
Property Owner Name:	
Owner Mailing Address:	
Owner City, State, Zip:	

Required Application Items:

The following items must be included in your application packet:

  □ Typed Narrative Explaining the Project
  □ Photos or Architectural Drawings of the Existing Façade
  □ Architectural Drawings of the Proposed Improvements
  □ Detailed Cost Estimates
  □ Proposed Timeline for the Project

Applications missing the above information will not be reviewed by the DDA.

Authorizations:

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) further grant access to the site to the Village of Howard City staff and Downtown Development Authority members.

_____
Applicant's Signature   Date

_____
*Owner's Signature & Date (if different from applicant)
*The property **owner** must sign this application*

Please Return Completed Application Packet to:
Village of Howard City, 125 E. Shaw Street, Howard City, MI 49329