

Downtown Norfolk Vibrancy Grant Program  
APPLICATION



APPLICANT INFORMATION

Name:	Company:
Phone:	Email:

PROJECT INFORMATION

Address of Project:			
Type of Business:		Upper floor use:	
Is applicant the owner of the property in consideration?	Y	N	
How will the non-grant portion of the project be financed?	Cash	Loan	
	Name of Lender:		

PROPERTY OWNER

Name:		Years owned:
Address:		Phone:
City	State	Zip
Type of Ownership:		

Application Requirements:

To be submitted with application

- 1 A short narrative of the proposed work/project and a summary form with basic information about the applicant.
- 2 An 8x10" photograph of the existing condition.
- 3 Perspective rendering, architectural elevation or annotated photograph illustrating proposed changes. The photo/drawing must include specifications on all materials, paint colors, lighting fixtures, etc.
- 4 A line item estimate of costs associated with the project including but not limited to, design fees, permits, construction and fabrication costs. The cost estimate should be provided by an architect or contractor (in the case of signs and awnings, the manufacturer /installer).
- 5 Tax receipts or certification that the applicant and property owner is not in arrears on any taxes owing to the City of Norfolk.
- 6 If a tenant, a letter from the property owner authorizing the tenant to apply and undertake the work if selected for funding.

I have read and fully understand the Downtown Norfolk Vibrancy Grant Program guidelines, and attest that all information contained in this application and its attachments is accurate and truthful.

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

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

<p>Submit to: Rachel McCall 208 E. Main Street, 2nd Floor Norfolk, VA 23510 <a href="mailto:rmccall@downtownnorfolk.org">rmccall@downtownnorfolk.org</a> 757-623-1757</p>
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FOR OFFICE USE ONLY	
Application Date:	Approved Y/N
Approval Date:	Amount:
Tax ID #	