

☞ APPLICATION FOR ASSISTANCE ☞
Central Albany Revitalization Area (CARA)
Downtown Building Revitalization Program

Building to be Assisted

Address(es) of Building: _____
Business(es) in the Building: _____
Assessor's Map Number: _____ Tax Lot: _____

Property Owner

Name of Property Owner(s): _____

Contact Person: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Phone: (____) _____ Fax: (____) _____ E-Mail: _____

Applicant (If different than property owner) *

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Phone: (____) _____ Fax: (____) _____ E-Mail: _____

* Documentation of property owner approval is required if the applicant is not the property owner.

Assistance Requested

What assistance do you need to proceed with redevelopment plans? Please mark all that apply.

Professional Services - Design Assistance

- Architectural Services (for projects such as street facade, interior layout, awnings, signs, etc.)
- Structural Analysis (for projects such as seismic upgrades or interior wall alterations)
- Other Professional Services: _____

Building Redevelopment Funding

- | | | |
|--|-----------------|----------------------|
| <input type="checkbox"/> Free Storefront Paint | Grant: \$ _____ | Loan: Not applicable |
| <input type="checkbox"/> Storefront Revitalization | \$ _____ | \$ _____ |
| <input type="checkbox"/> Commercial Building Rehab | \$ _____ | \$ _____ |
| <input type="checkbox"/> Other | \$ _____ | \$ _____ |

Please describe: _____

What matching funds will you commit to this effort? *

Source: _____ Amount: \$ _____
Source: _____ Amount: \$ _____

Are your matching funds: Available today Applied for Not secured at this time

* Please refer to program descriptions for requirements

Redevelopment Plans

What building improvements do you expect to make in the next two years? Please provide a brief outline and cost estimates (professional service requests should still provide rough estimate):

_____	Cost: \$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

How much do you anticipate investing in these improvements? \$ _____

Is your funding for these: Available today Applied for Unknown at this time

Certification

The Applicant understands and agrees to the following conditions:

- 1) Any physical improvements proposed must be approved by the City of Albany Landmarks Advisory Commission and the Central Albany Revitalization Area Agency (CARA), and may require approval by other entities. These entities may require certain changes or modifications before final approval and Commitment of Funds.
- 2) Commitment of Funds will not be processed until the Applicant satisfies all conditions.
- 3) Any work begun before receipt of a Commitment of Funds notice is ineligible for reimbursement.
- 4) Any work deviating from that detailed in the Commitment of Funds must be pre-approved in writing to be eligible for reimbursement.
- 5) While only proprietary information may be held in confidence outside of the public record, CARA will attempt to maintain all information provided in a confidential manner.
- 6) Originals of all materials prepared with CARA assistance belong to the CARA and will be maintained in the public record.

If the Applicant is not the owner of the property to be assisted, or if the Applicant is an organization rather than an individual, the Applicant certifies they have the authority to sign and enter into an agreement to receive the assistance requested and to perform the work proposed. Evidence of this authority is attached and included as a part of this application by reference.

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining CARA assistance, and is true and complete to the best of the Applicant's knowledge.

Applicant Signature

Date

Return to: City of Albany Community Development Department
333 Broadalbin SW / P.O. Box 490
Albany, Oregon 97321

Date Received: _____ By: _____ Date Complete: _____