

MAIN STREET: OPEN FOR BUSINESS BUILDING/BUSINESS OWNER CHECKLIST AND ACKNOWLEDGEMENT

Checklist for application

- Signed copies of this Main Street: Open for Business, Building/Business Owner Checklist and Acknowledgement Form and any local Façade Program applications.
- Cost estimates for proposed improvements following local procurement guidelines. Cost estimates should be in a line-by-line format for each modification using the spreadsheet, Main Street: Open for Business - Individual Building Budget.
- Compliance with all state and local design guidelines and local protocol for all building improvements including obtaining any required permits and approval of desired improvements (such as Historic Preservation Commission and/or Design Committee).
- Photograph(s) of current condition of site and structures.
- Drawings/sketches of proposed improvements (e.g., replacement of windows, doors, etc).
- Acknowledgment that proposed improvements and/or rehabilitation must be completed by June 30, 2022.
- Acknowledgement that, to the best of my knowledge, this business will be in operation on June 30, 2022.
- Acknowledgement that no renovations or work expenses prior to executed grant agreement will be reimbursed.
- Agree to maintain the work completed with this grant for a two-year period of time.
- I understand the limits and requirements of this program and if approved, agree to complete the project according to plan. In addition, I shall indemnify and hold harmless, the State/Town/City from and against any and all claims, actions, causes of action, demands, damages, losses, costs, expenses, and compensation of whatsoever kind and nature which may hereafter accrue on account of or in any way growing out of any and all known or unknown, foreseen and unforeseen bodily and personal injuries and property damage and consequences thereof, which might result from any occurrence in connection with this grant.

Acknowledgement of requirements

- For energy efficiency projects, acknowledgment that applicants will provide the Colorado Main Street program with utility bills for 2019 and 2020, and for a year following the completion of the project (quarterly in October, January, April, July).
- For facade improvements, acknowledgment that applicants will provide to the Colorado Main Street program simple confidential quarterly reports on percentage of sales increases and number of FT/PT jobs in the year after project completion compared to the same quarters of 2019 and 2020 (October, January, April, July).
- Acknowledgement of responsibility to pay all taxes on awarded funds, and provide the [municipality, county, or council of government] with a 1099 accordingly.
- Acknowledgement that applicants will provide the Colorado Main Street program with information on any additional private investment in the building facade or energy efficiency upgrades made during the grant agreement.



COLORADO
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Division of Local Government



- Acknowledgement to provide quarterly reports (October, January, April) on status of the project to the [municipality, county, or council government] including percent of project completion, funds distributed (including invoices and proof of payment), and estimated time to completion. A final report of the project, including before and after photos, is due by July 7, 2022.

Signature: Building Owner

Signature: Business Owner

Printed Name: Building Owner

Printed Name: Business Owner

Date

Date