

# City of Montezuma

## Private Rehabilitation of Montezuma Homes Program Application

Applicant Information			
Name:			
Phone:			
Address:			
City:	State:	Zip Code:	
E-mail:			
(Circle One)	Owner	Developer	Tenant
Property Information			
Property Address:			
Description of Property Use (All Floors):			
Property Owner (If not applicant):			
Owner Address:			
City:	State:	Zip Code:	
E-mail:			

**Submittal Checklist:**

- One-page written summary description of the proposed project including number of units, amount of work to be completed, proposed rental rates (if applicable), and any other information the applicant feels may be relevant.
  
- Renovation Plans which include things such as a floor layout plan, section drawing, building/fire code analysis, etc.
  
- Quotes for the proposed work with specifications on products to be used (catalog pages, print-outs from suppliers, proposed finishes of appliances, etc.)
  - **Please provide a project budget with three figures clearly outlined:**
    - 1) Total cost of project
    - 2) Grant dollars requested
    - 3) Cash match dollars (must be at least 50% of project total)
  
- Before Pictures of the space to be renovated and any renderings for the project, if available.

*(The City Council, as necessary, may request additional information from the applicant as they review projects.)*

I authorize the verification of the information provided on this form and have attached all required documentation as specified in the application materials. I also understand that my project may be used for marketing the program to others. I acknowledge that I have read and agree to the program conditions outlined in the Downtown Housing Grant Program Instructions and that I will submit the materials as required by the submittal checklist. I understand City staff or board members may visit the property prior to review and decision on the project and upon completion of the project.

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

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(if different from Applicant)