



MARK MAUTER
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Downtown Preservation and Rehabilitation Program Application

The application period is currently still open until further notification.

Submit applications to:

City of Newark Department of Development
Attn: Mark Mauter, Department of Development Director
40 West Main Street, Suite 407
Newark, Ohio 43055

Business/Organization and Property Owner Information

The following pages contain the application material necessary to qualify. Please fill out the application in its entirety.

Business/Organization Name: _____

Business/Organization Address: _____

Phone Number: _____ Email: _____

What does the business/organization do? _____

Is this business/organization new or existing? _____ Number of years in business? _____

Is the business/organization for-profit? _____

Business Owner/Organization Representative Name*: _____

Percentage of Ownership: _____ Home Address: _____

Phone Number: _____ Email: _____

Property Owner Name*: _____ Percentage of Ownership: _____

Property Owner Address: _____

Property Owner Phone Number: _____ Property Owner Email: _____

**When listed business or property owners do not have 100% ownership, attach additional sheets containing the above information for the additional owners.*

**For applications in which the business owner and property owner are not the same, a signed letter from the property owner granting permission for the project must be submitted with this application.*

Site and Building Information

What is the current use of the site and building? _____

How will the use of the site and building change following the project? _____

Are there vacant commercial units within the building? _____

Number of vacant commercial units and total square footage: _____

Will this project address vacant commercial space? How? _____

Are the building and/or site improvements in a state of disrepair or deterioration? _____

Will this project address the disrepair/deterioration? How? _____

In what year was the building constructed? Is the building or site known to be listed or eligible for listing on the National Register of Historic Places? Is the building or site associated with any historically significant events, persons, architectural design, or workmanship?

For projects including exterior renovations, are the renovations intended to restore the original features of the building? Please describe and attach additional descriptions or evidence as necessary.

Project Information

Purpose of Grant and Project Description

In an attachment to this application, prepare a detailed description of the proposed project and how grant funds will be spent. The description should include a project plan, professional cost estimates, and a timeline indicating project milestones and estimated dates for reaching milestones and project completion. **Cost estimates must be prepared according to Davis-Bacon prevailing wage rates available at <http://www.wdol.gov/dba.aspx>.** The project must be completed by the project completion date indicated in the project timeline. If the project cannot be finished by the project completion date due to extenuating circumstances, the City shall have the discretion to grant an extension to a new project completion date. For all projects, the project plan should include a scope of work, a description of materials to be used and their purpose, and color photographs. For construction projects, construction drawings should be included. For instances when a building permit is required, the documents submitted for that permit shall be provided as a supplement to the grant application. *The City may request modifications to the project plan and timeline prior to approval of the grant application.*

Funds provided for the exterior rehabilitation and renovation of buildings:

Total Estimated Project Cost: _____

Grant Amount Requested (Maximum of \$10,000 and up to 70% of project costs): _____

What other funding sources will be used to finance the project? Please include whether funding sources are committed or uncommitted and the respective amounts.

Do any of the selected contractors or subcontractors hold minority business enterprises (MBE) or women's business enterprise (WBE) status? If so, indicate which contractors and their status.

Will you use local contractors or suppliers? If so, indicate which business and the cities in which they are located.

Applicant Responsibility

By initialing below and signing this application, the applicant accepts responsibility for each of the following requirements:

_____ The grant proposal or project will be consistent with federal, state, county, and
(Initial) local regulations including zoning, building, health and safety codes.

_____ The applicant is responsible for obtaining and providing the City with all
(Initial) necessary permits for the project prior to starting work.

_____ For all construction projects costing \$2,000 or more in which CDBG funds will
(Initial) finance construction activities either in whole or in part, applications must ensure that hired contractors and subcontractors play federal prevailing wages as required by the Davis-Bacon Act and submit Certified Payroll Reports confirming that these requirements are met. The City will conduct interviews with workers on site.

_____ The applicant shall notify the City when project milestones are met and when a
(Initial) project is completed. The applicant shall allow City officials to make inspections and site visits as necessary to ensure that the agreed upon plan is followed.

_____ The applicant must submit in writing to the City any significant change to the
(Initial) project plan, timeline, completion date or change in the use of the grant. The applicant must receive approval in writing from the Department of Development prior to proceeding with the change. If the proposed change is not approved, the applicant must comply with the original project plan and timeline or forfeit the grant.

_____ The applicant acknowledges that the project must be completed within two
(Initial) months of the project completion date unless an extension is granted in writing by the Development Director. The applicant agrees to repay grant funds should this requirement not be met.

_____ The applicant will be reimbursed for the City's agreed upon portion of the grant
(Initial) after the applicant submits proof of payment and Davis-Bacon federal prevailing wage Certified Payroll reports.

_____ The applicant will not proceed with work for which reimbursement will be sought
(Initial) until the applicant has received a purchase order from the City of Newark.

By signing this application, you certify that all information contained in this application is true and complete to the best of your knowledge.

Applicant Signature: _____ Date: _____

Printed Applicant Name: _____

FOR OFFICE USE ONLY

Date of Application Submittal: _____ Deadline Met: _____

Application Complete: _____

Application Meets Program Goals: _____

Application Meets Program Guidelines: _____

Sufficient Project Information Provided: _____

Project Requires Section 106 Review: _____

Section 106 Approval: _____ Approval Date: _____

Amount of Grant Approved: _____

Director Approval of Application: _____

Development Director: _____ Date: _____

Mark Mauter

Additional Notes: _____

