

# Newburgh Neighbor Residential Grant Program Application

Applicant Name: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Description of the project you are requesting funding for (please attach a detailed plan and supplementary materials to this application) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IN ORDER TO BE CONSIDERED FOR THE PROGRAM, THE PROPERTY OWNER MUST COMPLETE THIS APPLICATION IN FULL AND ATTACH A DETAILED PLAN THOROUGHLY DESCRIBING THE PROJECT, AND INCLUDE SUPPLEMENTARY MATERIALS SUCH AS DRAWINGS, PHOTOGRAPHS SHOWING WHERE WORK WILL BE DONE, HISTORIC PHOTOS (IF AVAILABLE), BUDGETS, AND SCHEDULE.**

**Application Checklist:**

\_\_\_\_\_ **Application Complete in Full**

\_\_\_\_\_ **Detailed Plan**

\_\_\_\_\_ **Supplementary Materials**

**By signing this application, the property owner acknowledges and agrees to the following:**

1. Repairs that are structural in nature are generally not eligible for grant funding, but will be evaluated on a case-by case basis.
2. Grant funding is NOT available for the purchase or rental of tools, machinery or equipment, or for the owner's time spent on work.
3. Owner must secure all permits and a Certificate of Appropriateness prior to the start of work.
4. Owner will agree to sign an agreement, which contains a reimbursement requirement in the event that the property is sold within one year of completion of the project.
5. One hundred percent payment of the approved grant amount will be disbursed only when the project is completed and approved, and receipts for work are received and approved by the Newburgh Historic Preservation Commission Administrator.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**FOR OFFICE USE ONLY:**

\_\_\_\_\_  
**Received By**

\_\_\_\_\_  
**Date Received**

\_\_\_\_\_  
**Review Date**

**APPROVED**

**DENIED**