

Belle Plaine

BUSINESS INCENTIVE PROGRAMS

A Partnership with the *City of Belle Plaine*



A Main Street Iowa Community Since 2008

APPLICATION FORM

Applicant Information

Name of Applicant: _____

Address: _____

Street Address

City

State

ZIP Code

Phone: _____ Email: _____

Application Date: _____

Applying For: Design Assistance Awning Program Commercial Interior Grant HVAC Program
 (✓ ALL that Apply) Façade Grant Acquisition Assistance Supplies Program Education Program

Building Information

Name of Business/Building: _____

Building Address: _____

Street Address

City

State

ZIP Code

Does the Applicant own the Building? YES NO
If NO, Please attach a letter from the owner expressing approval of the project

Will this project correspond with a change in the building's use? YES NO

If YES, Please Describe: _____

Project Information

Project START Date: _____ Project COMPLETION Date: _____

Have you consulted with the Services of an Architect? YES NO
 If YES, List your architect: _____

Have you consulted with a Contractor? YES NO
 If YES, List your contractor: _____

Have you consulted with the Design Committee? YES NO
 If YES, List Names: _____

Submittal Check List

Use this check list to ensure that all items necessary to apply for the Belle Plaine Business Incentive Program have been completed before submitting application:

Owner(s) and tenant(s) both agree with the proposed projects to be completed. If Applicant is Building Tenant, Building Owner please sign your approval here: _____	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Project design ideas have been submitted in written format with color schemes and drawings where available. This includes any structural work or repair, paint colors, awnings, signage, etc.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant has followed the Design Committee's recommendation, guidelines, and standards of restoration.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant has provided cost estimates/bids of all proposed work with itemized estimates.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant agrees to submit all paid receipts at the completion of the project.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant has followed the City of Belle Plaine code requirements.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant has complied with the requirements of this program as outlined in the Belle Plaine Community Development & City of Belle Plaine Business Incentive Program. Applicant understands any deviations from the agreed upon project plan may disqualify their business/building from receiving reimbursements.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant understands that a "Recommendation for Approval" from the BPCDC Design Committee, does not guarantee approval from the City of Belle Plaine City Council.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Applicant understands that the policies, procedures and incentives of the Belle Plaine Business Incentive Programs may be revised at any time without prior notice by Belle Plaine Community Development and/or the City of Belle Plaine who also retains the exclusive right to change, add to, eliminate, or modify the requirements and the incentives at any time at its discretion, with or without notice.	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Signatures

Signature of Applicant: _____ Date: _____
Signature of Applicant: _____ Date: _____

Application Fee

Payable to: Belle Plaine Community Development

Application Fee will be reimbursed to Applicant if Application is NOT Approved.

<input type="checkbox"/> Non-BPCDC Investor Application Fee:	\$100
<input type="checkbox"/> BPCDC Investor Application Fee:	\$25
<input type="checkbox"/> Education Grant Program Fee:	No Fee

Please Return the Application and Fee to

Jeff Horne, City Administrator
City of Belle Plaine
1207 8th Avenue, Belle Plaine, Iowa 52208

APPLICATION NUMBER: _____
(Leave Blank—Office Use Only)

Contacts

For additional information or questions regarding the Grant Application, please contact the following persons:

Sheila Hlas, Executive Director
Belle Plaine Community Development
Phone: 319.434.6481
Email: bpcdc@netins.net

Jeff Horne, City Administrator
City of Belle Plaine
Phone: 319.444.2200
Email: cityadminbp@netins.net