

MONTANA DEPARTMENT OF COMMERCE



MONTANA
MAIN STREET

**Montana Main Street Program
Application for
Planning & Project Grant Funding
MONTANA DEPARTMENT OF COMMERCE
comdev.mt.gov/Programs/MainStreet
DOCMTMainStreet@mt.gov**

Applicant: _____

Project: _____

Date submitted: _____

ELIGIBILITY FOR MAIN STREET ASSISTANCE

In order to be eligible for competitive assistance from the Montana Main Street Program, an applicant must be a Certified, Designated or Affiliate Main Street Community.

CRITERIA FOR AWARD OF MAIN STREET ASSISTANCE

In accordance with the goals of the Montana Main Street Program, competitive planning & project grant funding will be awarded based on the extent to which the proposed project:

- (a) Emphasizes downtown revitalization and historic preservation;
- (b) Incorporates the Main Street Center Four Point Approach™;
- (c) Is able to secure matching funds and identify/secure additional funding;
- (d) Demonstrates unified local effort and support; overall ability to fulfill project plan/goals;
- (e) Implements an existing long-range plan, or supports ongoing planning efforts;
- (f) Applicant community has submitted required Montana Main Street reinvestment statistics.

The Department retains sole discretion to approve, deny, modify, or table a request for grant assistance based upon the criteria identified above.

AWARDING MAIN STREET ASSISTANCE FUNDS

All eligible applications will be accepted after the opening date and will be awarded on a revolving basis as funding allows. All submissions (including those sent electronically) must forward the original signed applications to:

Montana Main Street Program
Department of Commerce, Community Development Division
PO Box 200523
Helena, MT 59620-0523
Phone 406-841-2756, e-mail: DOCMTMainStreet@mt.gov

PLEASE NOTE: Applications reviewed on a revolving basis beginning August 1, 2016

PROJECT SUMMARY INFORMATION

APPLICANT'S INFORMATION:	
Name of Primary Contact:	
Affiliation of Primary Contact:	
Phone #:	
Email Address:	
Mailing Address:	

SECONDARY CONTACT PERSON INFORMATION:	
Name of Secondary Contact:	
Affiliation of Contact:	
Phone #:	
Email Address:	
Mailing Address:	

MAYOR/CITY MANAGER CONTACT INFORMATION:	
Name of Secondary Contact:	
Affiliation of Contact:	
Phone #:	
Email Address:	
Mailing Address:	

ADDITIONAL INFORMATION:	
Type of Entity (municipal local government, 501(c)(3), etc.):	
Phone #:	
Fax #:	

Mailing Address of Applicant/Organization:	
Federal Tax ID #:	
Main Street Status (Certified, Designated or Affiliate Community) :	

Note: If project includes historic building rehabilitation or a façade improvement, then applicant is strongly encouraged to contact the State Historic Preservation Office for feedback and advice in order to maintain the historic integrity of the building.

SUMMARY DESCRIPTION OF PROPOSED PLANNING/PROJECT ACTIVITY (one sentence)

LOCATION OF THE PROJECT

MONTANA MAIN STREET GRANT FUNDS REQUESTED: \$ _____

OTHER FUNDING SOURCES:	AMOUNT	<u>STATUS OF COMMITMENT</u> (Pending or Firm)
<i>Local match (required for affiliate communities)</i>	\$	
	\$	
	\$	
	\$	
TOTAL ESTIMATED PROJECT COST	\$	

Note: Please attach a letter of commitment for each funding source and/or organization listed above that provides all or part of the required local match.

DETAILED PROJECT PROPOSAL

Please describe in detail your community project or need for grant assistance as it relates to the four criteria. Please incorporate maps, photos, plans and other visual supplements as necessary that will support your proposal. If you run out of space, please attach additional pages as necessary.

- (a) Please describe the need for the proposed project and how it will benefit the downtown community and support the goals of the Montana Main Street Program. Please detail how your request relates to any previous or concurrent larger planning efforts (downtown revitalization plan, growth policy, historic preservation plan, etc.) in the community.

DETAILED PROJECT PROPOSAL—CONTINUED

- (b) Describe how the proposed project will incorporate the Main Street Center Four Point Approach™ as established by the National Trust for Historic Preservation.

DETAILED PROJECT PROPOSAL—CONTINUED

- (c) Describe the availability of matching funds and whether additional funding has been identified and/or secured at this time (this may include other grant sources, loans or cash on hand from the organization or local government entity).

DETAILED PROJECT PROPOSAL—CONTINUED

- (d) Describe the local effort and support for the project to date, as well as the community's overall ability to complete the proposed project in accordance with the attached implementation schedule.

IMPLEMENTATION SCHEDULE FOR COMPLETING THE PROJECT

Please provide a brief timeline of when the project will begin and conclude, identifying key deliverables and general timeframes, using the format below:

TASK	MONTH
COMPLETION DATE:	

MAIN STREET GRANT APPLICATION FORM

CERTIFICATION

The Chief Executive, Mayor, or City Manager of the applicant community must sign to certify that to the best of the official's knowledge and belief, the information provided in the application and the attached documents is true and correct. Applicant must certify that the proposed project complies with all state, federal, and local laws, ordinances, and regulations, including any necessary environmental review and procurement requirements.

CERTIFICATION

To the best of my knowledge and belief, the information provided in this application and in the attached documents is true and correct. The proposed project complies with all state, federal, and local laws, ordinances, and regulations, including any necessary environmental review and procurement requirements.

Name: _____

Title: _____

Organization: _____

Signature: _____ Date: _____