



**Cornerstone Alliance
Façade & Energy Efficiency Improvements Grant Program
Application**

APPLICANT CONTACT INFORMATION

Please Print

Name: _____

Street Address: _____ City, State, Zip: _____

Phone (daytime): _____ Cell: _____

Email Address _____

SITE (BUILDING) OWNERSHIP INFORMATION

Business Name _____

Nature of Business: _____

Address: _____ City, State, Zip: _____

Are you the building owner? Yes No

If you are not the building owner, please provide the following information:

Building Owner's Name: _____

Building Owner's Address: _____

Building Owner's E-mail Address: _____

Building Owners Phone (daytime): _____

BUSINESS INFORMATION

How long have you operated at this location? _____

Have you ever received a façade grant from Cornerstone Alliance? Yes No



If Yes, when? _____

Are you the sole business owner? Yes No Co-owners? Yes No

If yes, provide the names and contact information for all business co-owners:

Is your business an Indiana Michigan Power electric customer? Yes No Unsure

Has your business had an energy efficiency audit conducted by Indiana Michigan Power within the last 5 years?
Yes No Unsure

PROJECT INFORMATION

Briefly describe the Scope of Work for the proposed project(s) that you are seeking funding for:

Based on your project bids/cost estimates, how much was the lowest bid/cost estimate and what is the name of the contractor? _____

The Cornerstone Alliance façade improvement grant program is a matching grant. Payment of funds under the program is paid on a reimbursement basis. The applicant is required to pay the total project cost up front, and request reimbursement for 50% of eligible costs from Cornerstone Alliance **after** the project is complete. Do you agree to these terms?

Yes No

The façade grant program requires the participant to schedule a free energy efficiency audit of their building conducted by Indiana Michigan (I&M) Power to determine the energy efficiency of the building and make recommendations to improve energy savings. Do you agree to have the energy efficiency audit conducted?

Yes No

**Applicants who choose to make energy efficiency improvements recommended in the audit are eligible for an additional grant of up to \$2,000 to make such improvements.



APPLICANT'S CERTIFICATION

The Applicant certifies that all information in this application and all information furnished in support of this application, given for obtaining a façade grant under the Cornerstone Alliance Façade & Energy Efficiency Improvements Program are true and complete to the best of the Applicant's knowledge and belief. I have read and understand the procedures and agree to follow the Façade & Energy Efficiency Improvements Grant Process. I am submitting documentation as required. ***Applications submitted without required documentation will not be processed.***

Applicant's Signature: _____ Date: _____

BUILDING OWNER'S CERTIFICATION

I, as the owner of the building located at _____ understand and agree to the submission of this application to the Cornerstone Alliance Façade Improvement and Energy Efficiency Program. I also agree to the proposed project as detailed in this application. I further understand that if this application is approved, the applicant will be required to enter into a grant agreement with Cornerstone Alliance to participate in the Façade Improvement and Energy Efficiency Program and that I, as the building owner, will also be required to sign the grant agreement.

Signature of Building Owner: _____

Date: _____

MAIL OR HAND DELIVER THIS APPLICATION WITH ATTACHMENTS TO:

**Cornerstone Alliance
Attn: Façade Improvement Program
80 W. Main Street
Benton Harbor, MI 49022**



REQUIRED APPLICATION ATTACHMENTS

The following required documents must be submitted as attachments to the Cornerstone Façade & Energy Efficiency Improvements Grant Program application:

1. A completed application form.
2. Renderings of the proposed work.
 - Building Façade Work: A rendering of the proposed work must be submitted. The rendering must be neat, detailed and scaled, including window locations, door locations, any existing and/or proposed signs or awnings.
 - Building Signs: Where a new building sign is proposed, a scaled rendering/elevation accurately depicting all existing and proposed wall signs must be submitted.
 - Freestanding Signs: Where a new freestanding sign is proposed, a formal site plan must be submitted. The plan must be drawn with a straight edge and to a standard engineering scale. The site plan must include the following information:
 - Lot lines
 - North arrow
 - Streets labeled
 - Driveway location(s)
 - Existing structures
 - All known easements
 - Natural features (lakes, creeks, floodplain, or wetlands)
 - Proposed location of freestanding sign(s), with setbacks from property lines
 - If the project cost exceeds \$10,000.00, renderings and site plans must be completed by an architect licensed in the state of Michigan.
3. A written description of the project plans must be submitted including any information that will assist in understanding the scope of the project, including:
 - Building materials
 - Colors (paint chips, brick/stone color, etc.)
 - Exterior lighting
 - Window and door types
 - Architectural detailing
 - Sign specifications
 - Awnings
 - General renovation details
4. For projects up to \$1,500, provide one (1) recent price quote (“recent” =dated within past 45 days). For projects over \$1,500, provide two (2) recent price quotes or bids for the proposed project. Cornerstone Alliance is not responsible for any costs incurred in obtaining the quote.
5. Proof that Property Taxes are current.
6. Proof of business ownership.
7. The funding source and amount of additional funding that this grant will leverage, if any.