

To: Design Challenge Grant Applicant

From: Borough of Kennett Square

Date:

Subject: PROCEDURES FOR RECEIPT OF GRANT AWARDS

On behalf of the Borough of Kennett Square, we would like to congratulate you as a grant applicant and thank you for investing in our community's appearance. Enclosed you will find the Borough of Kennett Square Design Challenge Grant Program Application, which is to be completed and signed by both the applicant and/or property owner of record.

Please follow the enclosed design guidelines booklet section entitled, Application and Approval Process closely. The executed grant application, written approval from the Architectural Review Board, the contractor(s) quote(s) for the subject work and a written description of the project must be included and forwarded to:

Design Grant
Attn: Mary Hutchins
106 W. State Street
P.O. Box 333
Kennett Square, PA 19348

Once your grant application is approved by the Kennett Area Design Committee you will be notified immediately by the Revitalization Director. Before work on your approved project can commence you must secure any necessary Borough of Kennett Square permits your project may require.

We all appreciate the high level of commitment and pride shown by our property and business owners and believe that your efforts reinforce Kennett Square as one of the finest communities in Pennsylvania. Please feel free to call Mary Hutchins, Revitalization Director at 610-444-8188 if you have any questions.

**Borough of Kennett Square
Design Challenge Grant
Application**

Date Application Received

Applicant Name: _____

Business Name: _____

Street Address (Subject Property): _____

Business Phone: _____ FAX: _____

E-Mail: _____

Home Address: _____

Home Phone: _____

Are you the owner of record of the subject property?
 Yes No (If no, please complete the information below.)

Property Owner Name: _____

Address (Home and/or Business): _____

Business Phone: _____

Home Phone: _____

Borough of Kennett Square Design Challenge Grant Application

Request for Design Challenge Grant Award	Total Project Cost	Reimbursement
<u>1. Exterior Woodwork and Architectural Metals:</u> [\$5,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____
<u>2. Masonry:</u> [\$5,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____
<u>3. Windows and Doors:</u> [\$5,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____
<u>4. Cornices, Parapets and Roofs:</u> [\$5,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____
<u>5. Landscaping, Streetscaping and Parking:</u> [\$5,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____
<u>6. Signings, Awnings and Canopies:</u> [\$3,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____
<u>7. Lighting Fixtures:</u> [\$3,000 maximum reimbursement up to 50% of cost]	\$ _____	\$ _____

Please Note: The maximum grant allowed under the Kennett Square Design Challenge Grant Program is \$5,000.00. Additionally, the grant may not exceed 50% of the total cost of the project. A grant program lifetime limit of \$5,000.00 per property exists. If no other qualified applications are received by the deadline, the Kennett Area Design Committee at its' discretion will consider other applications on a case-by-case basis.

Contact Mary Hutchins, Revitalization Director at 610-444-8188 with any questions regarding the completion of the application or eligibility of your project.

- Anticipated project start date: ____/____/____
 - Anticipated project completion date: ____/____/____
 - Additional source(s) of project funding: __Cash __ Bank Loan
(Check as many as apply to your project) __ Other (Please Specify)
-

Applicant must supply the following items with the completed Design Challenge Grant Application:

1. _____ Architectural Review Board approval of the design application (borough application only)
2. _____ A written description of the proposed project
3. _____ One complete set of plans of the proposed project
(Please include color samples and other materials that would be helpful in understanding your project)
4. _____ Current color photographs of the subject property
5. _____ Complete project cost estimates from contractors and/or material suppliers

The applicant acknowledges the terms and conditions of the Kennett Square Design Challenge Grant as specified in the guidelines by signing this application and any other related, attached documents.

Signature of applicant: _____

Date: ____/____/____

Signature of property owner
of record if different from above: _____

Date: ____/____/____

Submit Grant Applications to:

Design Grant
Attn: Mary Hutchins
106 W. State St.
P.O. Box 333
Kennett Square, PA 19348

Contact Mary Hutchins at 610-444-8188 with any questions regarding this application or the eligibility of a project.

For Office Use Only

Property Zoning District: _____

Located in TC Overlay District: __ Yes __ No

ARB Approval: ____/____/____

Design Committee Approval: ____/____/____

HKS President: _____