

# City of Dallas Building Improvement Grant Application - ARPA Version 2023

Official Use Only

Date Rec'd \_\_\_\_\_

File No. \_\_\_\_\_

Applicant's Name

Complete Address (Subject Property)

Company/Business Name

Complete Mailing Address

Contact Person

Phone

Email

Applicant is the  Building Owner  Tenant

## **Building Owner Information (if different from applicant)**

Owner's Name

Complete Mailing Address

Contact Person

Phone

Email

Signature of building owner indicating consent for improvements

Project Start Date

Anticipated Completion Date

Please provide a general description of the overall project.

Will you be using a contractor for this project?    Yes            No

If yes, please supply the following contractor information:

Contractor's Business Name

Complete Address

Contact Person

Phone

**NOTE: Attach a copy of the cost estimate from the contractor, if applicable**

Please include the following information with your application form:

Photographs clearly showing existing conditions of the area to be improved.

Drawings or sketches showing the proposed maintenance improvement(s).

Exact color samples of paint to be used.

Cost estimate for the project (itemized).

Estimated total budget for proposed project

Total Grant Amount Requested (up to \$20,000)

Total applicant contribution

*(applicant match must be at least 2/3 of total project cost)*

In the space below, please address how your project will address any or all of the following program Goals:

- Goal 1:            Promote development of a unified and cohesive downtown.
- Goal 2:            Promote a mix of retail, commercial and residential uses oriented to pedestrians.
- Goal 3:            Promote high quality design and development compatible with the Central Business District.
- Goal 4:            Increase employment and business activity in the downtown.
- Goal 5:            Aid downtown businesses with pandemic recovery.
- Goal 6:            Increase the tax base in the downtown and throughout the Urban Renewal District.

Will your project provide upper-story (floors above street level) reutilization that will lead to occupancy? Yes No

Will your project provide reutilization to a vacant building that will lead to occupancy? Yes No

Will your project provide new construction on vacant land or a building addition that will lead to occupancy? Yes No

If you answered Yes to any of the three above, and if your project could benefit from a grant amount between \$20,000 and \$50,000 (2/3 applicant match is required), please explain in the space below how an increased grant would aid the project, the total project cost, and your financial contribution. Grants in excess of \$20,000 are not guaranteed and may not be available.

Is the applicant MWBE Certified with the State of Oregon? Yes No  
*(if Yes, please provide Certification proof with application.)*

Please describe your project readiness in the space below.

Please describe the applicant's past performance related to similar projects, building projects in Dallas, downtown Dallas and/or experience with state or local grants.

Do you have letters of support for your project from entities such as: Dallas Downtown Association, Dallas Area Chamber of Commerce, Oregon SHPO? If Yes, please include with application. Yes No

I agree that the information provided above and within is accurate and correct to the best of my knowledge.

Signature of Applicant

Date

**Please return completed form to:**

**Economic and Community Development Department**  
**187 SE Court Street**  
**Dallas, OR 97338**  
**503-831-3571**  
[benjamin.curry@dallasor.gov](mailto:benjamin.curry@dallasor.gov)

# Project Area Map

