



## NEW CONSTRUCTION GRANT APPLICATION

### **PART ONE: ABOUT YOU: APPLICANT INFORMATION:**

NOTE: If applicant is not the Owner, a Letter of Authorization from the Owner must be attached

Primary Contact: \_\_\_\_\_

Registered Owner(s) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

Tax ID Number (if applicable) \_\_\_\_\_

Applicant (Agent): \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email \_\_\_\_\_

### **PART TWO: ABOUT THE PROPERTY**

#### **SUBJECT LAND or HOME:**

Legal Description of Land: \_\_\_\_\_

Parcel No(s): \_\_\_\_\_

Street Address: \_\_\_\_\_

**PART THREE: ABOUT YOUR PLANS  
DEVELOPMENT / REDEVELOPMENT PROPOSAL:**

Provide a description of your plans of the residence:

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I have applied for and have had building permit for demolition approved: YES/ NO  
*(Please attach a copy of the building permit for demolition issued)*

Approximate Start Date of: Demolition\_\_\_\_\_

**PART FOUR: OTHER INFORMATION**

You may provide any other information that may be useful to the City in reviewing this application and development proposal on an attached page.

**SIGNATURE OF OWNER/AUTHORIZED AGENT AFFIDAVIT OR SWORN DECLARATION OF APPLICANT**

I \_\_\_\_\_ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true; AND FURTHER acknowledge and consent to the personal information collected be used by or disclosed to any person or public body for the purposes of processing this application or as required by law. AND FURTHER I have read and understand both the General and Specific Requirements of the Demolition Program and to the best of my knowledge declare that this project satisfies those conditions. This \_\_\_\_\_ day of \_\_\_\_\_

Applicant Signature \_\_\_\_\_

**OWNER’S CONSENT OF INFORMATION**

Information collected during the processing of this application the application and all supporting documentation is required to be available for public viewing. Complete the consent of the owner concerning personal information as set out below.

I \_\_\_\_\_, am the registered owner(s) of the land that is the subject of this application, and hereby acknowledge, authorize and consent the use by or disclosure of my personal information collected for the purposes of processing this application.

\_\_\_\_\_  
Signature of Owner

Date

You may deliver your application in person or send it by mail to:

City of Marshall | C/O Economic Development | 201 S. Michigan Avenue, P.O. Box 298 | Marshall, IL 62441

If you have any questions regarding the Program, please contact Economic Development at 217-826-8087.

**FAILURE TO COMPLETE THIS ENTIRE APPLICATION MAY RESULT IN DELAYS IN PROCESSING.**

## **New Construction Grant Program**

The Program is designed for new construction within city limits in City of Marshall. The incentive provides up to \$2500 for new construction businesses. This grant is for 30” culvert and backfill, electric meter box fees, water meter fees, sewer tap fees and gas line up to 2.25 per foot and meter fees. The fee will be rebated by way of a grant as approved by the City of Marshall Economic Development Committee.

### **PROGRAM REQUIREMENTS:**

- a) The applicant must be the registered owner of the property. An agent may act on behalf of the applicant with required authorization.
- b) Applications shall be submitted on forms provided and supported by documentation as required by the City of Marshall.
- c) All applications for assistance under this program will be considered subject to the availability of funding.
- d) The properties must be located within the Marshall City limits.
- e) Realty taxes, service fees and utilities paid to the City of Marshall must be paid current on all properties owned by the applicant at the time of the application and throughout the development process.
- f) Property owners who have previously defaulted under any City of Marshall programs will not be eligible.
- g) Grants will not be given retroactively to recognize projects that have begun without application to the program. Applications must be approved prior to any work being commenced upon the associated building or property.
- h) The City of Marshall may discontinue the program at any time; however, any participants in the program prior to its discontinuation will continue to receive the grants approved prior to discontinuation.
- i) The applicant must provide a definite construction start date and construction must be complete within 12 months of the incentive approval.
- j) All fees etc. must be paid first. Grant money will be reimbursed with acceptable receipts.
- k) The City retains the right to assess the reasonableness of costs and which costs are eligible under the terms of the program.
- l) Expenses incurred for other properties are not eligible expenses.
- m) The proposed residence must conform to The City of Marshall Zoning requirements and any other relevant Federal or Municipal regulation or law.
- n) Exterior must be 100% complete, siding, windows, doors, roof, fascia, soffit, steps, porch, ground around building must be leveled seeded and/or landscaped.
- o) Parking and driveways must be complete
- p) All construction and debris removed.

**ALL SERVICES MUST BE PAID FOR AT THE TIME OF INVOICE AND WILL BE REPAID UPON REQUEST BY SUBMITTING THE REBATE REQUEST FORM.**

### **APPLICATION CHECKLIST:** (attached forms)

- Application
- I have read and understand both the General and Specific Program Requirements
- City of Marshall Zoning Officers has inspected completion of project
- I have completed all sections of this application including the sworn declaration
- I have no debts owed to the City of Marshall