

Downtown Development Investment Fund Application
Main Street High Side Business Support Grant

Please complete this application and return to the City of Winchester c/o Downtown Development Investment Fund Director, located at 32 Wall Street, Winchester, Kentucky. The following application will provide staff with the information needed to determine your eligibility to receive a Downtown Development Investment Fund (DDIF) Grant.

Business Support Grants will not exceed \$3,000.00 per business.

Date: _____

Applicant Information

Applicant Name: _____

Business Name: _____

Property Address: _____

Mailing Address (if different): _____

| | | |
|----------------------|---------|--------------|
| Contact Information: | Home: | (____) _____ |
| | Mobile: | (____) _____ |
| | Email: | _____ |

General Information

| | | |
|----------------------------------------------------------------------------------------------------------------------------|-----|----|
| Is the property located within the Downtown Historic District? | YES | NO |
| Do you own the property? | YES | NO |
| Are the property taxes paid to date? | YES | NO |
| Are there current code violations levied against the property? | YES | NO |
| Have any insurance monies been paid, or have there been any claims against the structural property in the last five years? | YES | NO |

Outline Letter

Once the above application is completed, attach an outline letter that includes the following information:

- Name, location and description of your business along with your official open-for-business date.

- Estimated confirmation of percentage of your business generated from walk-in traffic.
- Current hours of operation.
- Narrative of how the High Side Project has impacted your business.

Required Documentation Checklist

The following documentation **MUST** accompany your application, or it cannot be processed.

- ☐ Completed and signed application
- ☐ Listing of owners / partners and officers / directors who have ownership in the property (with accompanying Kentucky SOS evidencing above)
- ☐ Outline letter as indicated above.

APPLICANT ACKNOWLEDGEMENT OF UNDERSTANDING

I, _____ (print name) certify that all statements on this application are true and correct to the best of my knowledge. My signature below acknowledges I understand the City of Winchester's Downtown Development Investment Fund Program. I hereby grant permission to verify the information supplied on my application.

I understand that this program is funded by the City of Winchester Downtown Development Investment Fund and monies may or may not be available on a yearly basis. Therefore, by signing this application, I understand there is no guarantee of the availability of grant funds.

I understand that the Downtown Development Investment Fund committee will review all applications and further reserves the right to approve or deny any application.

I understand that any recipient of a grant will be issued a 1099 or a W-9 for the amount received. Signing this document, or receiving grant monies does not indicate a settlement nor does it absolve responsibility for future claims against the City of Winchester.

(applicant signature)

(printed name)

Completed submissions should be returned to:

Business Compensation Grant Director

TBA