



SPECIAL EXCEPTION GRANT APPLICATION

721 W 21st Street, Connersville, IN 47331 | (765) 827-1366 | edg@edgconnersville.com

Project Name: _____

Amount of Request: _____

Applicant Organization: _____

Contact: _____

Title: _____ Email address: _____

Address: _____

Telephone: Home _____ Office _____

Is this request a not-for-profit? Type: _____

Is this request a "for-profit"?

Project Description: Describe in detail the proposed project, its major activities, and the need for the project:



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Anticipated Project Start Date: _____

Will liability insurance be purchased by the association if needed: Yes No

If revenue is generated, how will it be generated and who will receive the revenue?

Attachments:

- Brief summary of organization's history and statement of organization's mission
- Brief description of current programs/projects and activities
- For-Profit businesses must attach a business plan
- Project budget
- Not-for-profit organization must attach a list of board members

Signature: _____

Printed Name: _____

Title: _____ Date: _____



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Program Guidelines

- Application must be approved (or rejected) in writing.
- Three (3) estimates in the form of a contractor's bid must accompany application along with a "before" photo. Estimates must include materials/products lists and labor cost breakdown. Owner makes selection of contractor. A project start and completion date must be included.
- Eligible projects include, but are not limited to, exterior painting or cleaning; historic restoration; awnings; roofs; and guttering and replacement of windows. Exterior improvements must follow style approved in downtown design plan. If the building is in an historic district, a Certificate of Appropriateness from the Historic Preservation Commission must be obtained prior to starting work. Only 1 project per application.
- CUEA will make payment to applicant upon completed work and a final bill is submitted and copies of cancelled checks for are provided. An "after" photo must also be submitted.
- All work must be completed and funded within agreed upon timeline of application approval. Penalties for not completing the project within the agreed timeframe are subject to a penalty of \$500 per day. If delays are outside of the contractor's control, time may be extended only upon CUEA Board approval.
- Grants are only available one time per three (3) years from completion of project per location, individual, or business.
- The property cannot be sold within three (3) years of completion. If property is sold within the three (3) years, then reimbursement will be made on a pro-rated basis. Within 1st year 100%, within 2nd year 75%, and within the 3rd year 50%.
- Applicant shall not use money granted for any other project or materials not in the application or be subject to reimbursing the CUEA for the amount spent.
- Applicant may be asked to submit to credit and background checks

Revised October 10, 2024