

THE HERITAGE TRUST

For Preservation and Restoration of Historic Burlington, Iowa

Perk-Up-Your-Porch Grant Application

Complete this form and send to:

Burlington Heritage Trust

P.O. Box 53

Burlington, Iowa 52601

Deadline: May 15. For questions call Laura Nickols at 758-9271 or email autumnsunrise925@aol.com.

APPLICANT

NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP _____

HOME PHONE: _____ WORK PHONE: _____

E-MAIL: _____

HISTORIC PROPERTY DESCRIPTION

YEAR STRUCTURE WAS BUILT: _____

ARCHITECTURAL STYLE OF STRUCTURE: _____

STRUCTURE ADDRESS: _____

PORCH LOCATION: _____

Step 1

PICTURES

Please provide at least three (3) pictures of porch from representative angles that best show the current condition of porch. PICTURES MUST BE TAKEN BEFORE ANY WORK BEGINS.

Step 2

PROJECT DESCRIPTION

Please outline your proposed project. This proposal should include a DETAILED description of all work to be performed on the porch. Attach additional sheet(s) if necessary. We may contact you for additional information if needed, and this will delay your application, so be specific. Drawings are encouraged.

Step 3

ESTIMATE OF COSTS

If property owner will perform work, complete Step 3. Otherwise go to Step 4

Submit a detailed estimate of material costs and equipment rental costs. Include a list of all materials necessary to complete the project. Do not include labor cost estimates. Attach additional sheet(s) if necessary.

Step 4

INCOME LEVEL

Please indicate your household income level by circling the appropriate range in the Table below.

NOTE: You may be requested to submit tax forms to the Heritage Trust. You will be notified during the application review process if this becomes necessary.

Circle the range that best describes your household income.

0 - \$20,000	\$40,001 - \$60,000	\$80,000 - \$100,000
\$20,001 - \$40,000	\$60,001 - \$80,000	\$100,001 +

Step 5

MEMBERSHIP INFORMATION

Are you currently a member of the Heritage Trust? (circle one) YES NO

If you plan on joining, please complete the membership form below and include your dues payment.

Please note that preference is given to Heritage Trust members.

For address change, corrections, or new membership, please fill in the information below.

NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE (DAY) _____ (EVENING) _____

E-MAIL _____

MEMBERSHIP DUES

Individual \$15.00

Couple \$25.00

TOTAL ENCLOSED _____

Step 6

CONTRACTOR INFORMATION

If a contractor will perform the work, complete Step 6. Otherwise go to Step 7.

Provide at least two bids/quotes (three is preferred) from different contractors. The bids/quotes MUST contain a breakdown of labor costs and material costs. Rental costs are not covered. It also should contain a detailed list of materials necessary to complete the project.

CONTRACTOR 1

NAME _____
ADDRESS OF COMPANY _____
CONTACT PERSON AND PHONE _____
DATE OF BID/QUOTE _____
BID/QUOTE IDENTIFICATION NUMBER _____
TOTAL AMOUNT OF BID/QUOTE _____
ESTIMATED TIME TO COMPLETE PROJECT _____

The facts set forth in my Bid/Quote, number _____, are true and correct. I understand that if awarded the project, any false or misleading statements, omissions, or failure to fully answer any questions will result in my immediate forfeiture and/or return of all funds paid by The Heritage Trust, regardless of when such information is discovered.

I CERTIFY THAT I HAVE REVIEWED THE ABOVE, UNDERSTAND IT, AND AGREE TO IT

COMPANY NAME _____

SIGNATURE OF CONTRACTOR (do not print) _____ DATE _____

CONTRACTOR 2

NAME _____
ADDRESS OF COMPANY _____
CONTACT PERSON AND PHONE _____
DATE OF BID/QUOTE _____
BID/QUOTE IDENTIFICATION NUMBER _____
TOTAL AMOUNT OF BID/QUOTE _____
ESTIMATED TIME TO COMPLETE PROJECT _____

The facts set forth in my Bid/Quote, number _____, are true and correct. I understand that if awarded the project, any false or misleading statements, omissions, or failure to fully answer any questions will result in my immediate forfeiture and/or return of all funds paid by The Heritage Trust, regardless of when such information is discovered.

I CERTIFY THAT I HAVE REVIEWED THE ABOVE, UNDERSTAND IT, AND AGREE TO IT

COMPANY NAME _____

SIGNATURE OF CONTRACTOR (do not print) _____ DATE _____

Step 6

CONTRACTOR INFORMATION CONTINUED

CONTRACTOR 3

NAME _____
ADDRESS OF COMPANY _____
CONTACT PERSON AND PHONE _____
DATE OF BID/QUOTE _____
BID/QUOTE IDENTIFICATION NUMBER _____
TOTAL AMOUNT OF BID/QUOTE _____
ESTIMATED TIME TO COMPLETE PROJECT _____

The facts set forth in my Bid/Quote, number _____, are true and correct. I understand that if awarded the project, any false or misleading statements, omissions, or failure to fully answer any questions will result in my immediate forfeiture and/or return of all funds paid by The Heritage Trust, regardless of when such information is discovered.

I CERTIFY THAT I HAVE REVIEWED THE ABOVE, UNDERSTAND IT, AND AGREE TO IT

COMPANY NAME _____

SIGNATURE OF CONTRACTOR (do not print) _____ DATE _____

Step 7

IMPORTANT –APPLICANT(S) PLEASE REVIEW AND SIGN -

The facts set forth in this application are true and correct. I understand that if awarded a Grant, and false or misleading statements, omissions or failure to fully answer any questions will result in my immediate forfeiture and return of all funds, regardless of when such information is discovered.

I CERTIFY THAT I HAVE REVIEWED THE INFORMATION IN THIS APPLICATION, UNDERSTAND IT AND AGREE TO IT.

SIGNATURE OF APPLICANT(S)
(DO NOT PRINT) _____ DATE _____

(Unsigned applications will not be considered)

THINGS TO REMEMBER

IF YOU DO THE WORK

- Take pictures BEFORE work begins.
- HAVE PORCH INSPECTED BY THE HERITAGE TRUST PORCH COMMITTEE BEFORE WORK BEGINS.**
- Keep your receipts!
- Funds are not released until you submit receipts. Late receipts are not accepted!
- Sign and date your application for Step 7.

IF A CONTRACTOR WILL DO THE WORK

- Have porch inspected by the Heritage Trust Porch Committee BEFORE work begins.
- Get 2 or 3 Contractor Bid/Quotes
- Submit a copy of Bid/Quotes
- Have Contractors sign this Application for Step 6.
- Sign and date your application for Step 7.

You will receive a phone call and a letter indicating the status of the Grant upon completion of the application review process. The Heritage Trust will make every effort to expedite this process, as the Trust is fully aware of the time constraints involved in every project. Thank you for your patience and understanding.