

CITY OF GREAT FALLS  
PLANNING & COMMUNITY DEVELOPMENT DEPT.  
P.O. BOX 5021, GREAT FALLS, MT, 59403 5021  
406.455.8430 • WWW.GREATFALLSMT.NET

# TIF BUILDING PROGRAM APPLICATION

Name of Project (if applicable):

Project Address:

Applicant/Owner Name:

Mailing Address:

Phone:

Email:

Representative Name:

Phone:

Email:

Lending Institution:

Phone:

Email:

General Contractor: Please note contractor bidding requirements on page 2 of this application.

Phone:

Email:

Date of Pre-application meeting with Planning and Community Development Staff (application will not be accepted if meeting has not occurred) :

Is the project location a commercial property or a residential property containing four or more units?

- Yes
- No

Have you requested funds from the TIF Building Program in the past? If yes, please specify which programs.

- Yes
- No

# TIF BUILDING PROGRAM APPLICATION

## PROJECT COST WORKSHEET:

### Project Cost and Financing Section

1. Total Cost of the Project. On this page, summarize the project costs on the Project Cost Worksheet. Use general categories and include items that are in the assistance request. The total cost should include land costs and “soft costs” such as zoning processes, surveys, and permits to enable the City to evaluate the entire private investment. **For applicants requesting between \$25,001 and \$80,000, two written quotes from licensed general contractors must be obtained and submitted with this application.** For applicants requesting \$25,000 or less, two written quotes are not required.
2. Cost of Program Eligible Items. Using general categories, on Page 3, summarize the cost of program eligible items as described in the TIF Building Program summaries. If applying for assistance under more than one program, note which program the item is intended. See Program Summaries for eligibility guidance.

### Project Construction Costs

1.		\$	
2.		\$	
3.		\$	
4.		\$	
5.		\$	
6.		\$	
7.		\$	
8.		\$	
9.		\$	
10.		\$	
Subtotal.....			\$ _____

### Design and Permitting Costs

Architectural Design/Supervision	\$	
Permit Fees	\$	
Other fees/costs	\$	
Subtotal.....		\$ _____

**Total Project Cost.....** \$ \_\_\_\_\_

# TIF BUILDING PROGRAM APPLICATION

**TIF REQUEST:**

**Identify the TIF Building Program (s) from which you are requesting funds:**

- Life-Safety Code Compliance**
- Façade Improvement**
- Environmental Safety**

**Cost of Eligible Improvements**

Item:	Cost:	Program:
1.	\$	
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
11.	\$	

\$

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Total Life-Safety Code Compliance Request (Maximum is \$75,000)

\$

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Total Façade Improvement Request (Maximum is \$50,000)

\$

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Total Environmental Safety Request (Maximum is \$5,000)

\$

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**Total Request** (Maximum is \$130,000; applicant investment must equal or exceed TIF fund request )

# TIF BUILDING PROGRAM APPLICATION

## REQUIRED ATTACHMENTS:

- Project Narrative, including detailed project description and how project benefits the public**
- Tax receipt (Evidence of paid to date property taxes and assessments)**
- Letter of Commitment from lending institution, if applicable**
- Design plans (Architectural plans, project elements, renderings, etc.)**
- Two written contractor quotes, where required on page 2**
- Project Schedule (Pre-application meeting date, plan submittal, start of work, completion of work)**

## ACKNOWLEDGEMENT:

I (We) acknowledge that I have read and understand the requirements and applicant responsibilities for the approval and use of tax increment financing funds through the TIF Building Programs. I (We) further understand that if approved, the project must follow requirements for public construction contracts. I (We) further understand that all plans, materials, construction techniques, and the completed project are subject to inspection and verification by City personnel. I (We) also attest that the above information is true and correct to the best of my (our) knowledge.

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**Applicant/Owner's Signature:**

**Date:**

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**Representative's Signature:**

**Date:**