



Town of Bath Municipal Building  
271 Wilkes Street  
Berkeley Sprngs, WV 25411  
Phone: 304-258-1102

## FABULOUS FACADE

### Grant Application Form

#### Applicant Information

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

Business Name (if applicable): \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner(s) Name (if different from applicant):  
\_\_\_\_\_

#### Project Details

- Total Cost of Facade Project: \$ \_\_\_\_\_
- Amount of Grant Request (up to 50% of total cost, maximum \$2,500):  
\$ \_\_\_\_\_
- Detailed Scope of Work: *(Attach additional sheets if necessary, including project descriptions, photographs, contractor estimates, and diagrams.)*

## Required Supporting Documents

- Scope of work detailing planned improvements.
  - Project budget breakdown.
  - Proposed project timeline (start and completion dates).
  - List of contractors/vendors completing the work with current Town of Bath Business License number.
  - Explanation of how the project enhances the **streetscape** and **neighborhood appeal**.
  - Confirmation of **historical character preservation** (if applicable).
  - Photographs (before and after) or design renderings. For visual confirmation and use in promotional materials.
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## Certification & Signatures

By signing below, the applicant certifies that:

- All submitted information is accurate.
- The project will comply with all **Town of Bath and State of West Virginia codes and historic guidelines**.
- Applicant accepts responsibility for any liabilities related to the project.
- Grant funds will be **reimbursed only after project completion and approval**.

Applicant Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner (if different from applicant, must sign below to authorize improvements):

Property Owner Name (Print):

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

## Submission & Contact Information

Completed applications must be submitted to:

**Town of Bath**  
Attn: Facade Grant Program Application  
271 Wilkes Street  
Berkeley Springs, WV 25411

For questions, contact: 📞 304-258-1102

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### Important Notes:

- ◆ **Liability:** The **Town of Bath is not liable** for any work completed under this grant program. The **property owner assumes all responsibility** for compliance with state and local regulations.
- ◆ **Funding Availability:** Applications are accepted **on a rolling basis** until funds are depleted or a new funding cycle begins.
- ◆ **Eligibility:**
  - Applicants must be current on all local fees and taxes
  - Have a valid Town of Bath Business License
  - Own or operate a commercial property within the program's designated area
- ◆ **Grant Expiration:** Approved grant funds **must be used within six months** of approval. Written extension requests may be considered.