



FAÇADE FORWARD GRANT APPLICATION CHECKLIST

Pasadena Economic Development Corporation

Please ensure all attachments are gathered before applying for the **FAÇADE FORWARD GRANT** by the Pasadena Economic Development Corporation (PEDC). PEDC has the right to request additional information, if necessary, during the application review process.

- ☐ **Plan for the project**
 - Concept for the façade, including design (use photos of similar concepts, material samples, etc.)
 - Detailed Scope of Work and/or architectural drawings and/or renderings of the improvement, reflecting placement, materials, colors
- ☐ **Color photographs of the existing exterior conditions of the building**
- ☐ **Copy of current property tax bill or deed to confirm ownership of the property**
- ☐ **Copy of Certificate of Occupancy**
- ☐ **Documentation that all taxes are current**
- ☐ **For lessees, a legally valid and binding lease for a period of time, at a minimum, does not expire prior to anticipated project completion date**
- ☐ **Documentation of commitment of funds for the project (bank statement and/or commitment letters from lending institutions)**
- ☐ **If the applicant is a lessee, Property Owner Declaration and Consent Form (found in digital application)**