



Department of Planning & Community & Economic Development

Economic Development Division

Matthew B. Mikolajewski, Director

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www.cityofmadison.com/business

Office of Business Resources

Saran Ouk, Manager souk@cityofmadison.com

Ruth Rohlich, Business Development Specialist

Please send all inquiries to Ruth

rrohlich@cityofmadison.com

Building Improvement Grant

APPLICATION

Please read the Program Summary. Page four of the Program Summary explains the process for applying to this grant. The first step is to discuss your project with City Staff. Please call or e-mail Ruth Rohlich to set up a conversation about your project before applying.

Ruth Rohlich

(608) 267-4933

big@cityofmadison.com

Applicant:

Phone:

Business Name:

Business Address:

Zip Code:

E-mail Address:

Property Owner:

Property Owner E-mail:

Property Owner Phone Number:

Number of Employees of Business:

How many Owners?

Ownership Type?

☐

LLC

☐

Sole Proprietorship

☐

Unknown

☐

Full Time

☐

Part-Time

Name of Grantee:

Lease Terms:

Explanation of Project Scope

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Attachments

- ☐ Copy of lease, land contract or deed
☐ Building owner's written authorization
☐ Bids, estimates, contracts, product brochures, design drawings as appropriate

Total Project Budget

List Individual Project Elements	Total Cost	Grant Dollars Used	Private Dollars Used
Totals			

List Contractors and Suppliers				
Contractor/Supplier	E-mail	Item(s) or work proposed	Amount	Estimate Provided (Y/N)

Comments

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Applicant's Certification

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining a grant under the City of Madison Business Improvement Grant Program and is true and complete to the best of the applicant's knowledge and belief.

Signature:

Date:

Signature:

Date:

For Staff to Fill Out

Applicant is located in: _____

☐ TID 50

☐ TID 51

☐ TID 52

☐ TID 54

E-mail application to: Ruth Rohlich Business Development Specialist City of Madison big@cityofmadison.com PREFERRED DELIVERY METHOD	Drop off application: Attn: Ruth Rohlich 215 Martin Luther King Jr. Blvd, Room 312	Mail application: Attn: Ruth Rohlich Economic Development P.O. Box 2983 Madison 53701-2983
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