

**MAIN STREET  
HOUSING PROGRAM**

**GRANT APPLICATION FORM**

(Please Print)

NAME: \_\_\_\_\_  
FIRST LAST

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_  
HOME WORK CELL

PHONE: \_\_\_\_\_  
HOME WORK CELL

E-MAIL: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

\_\_\_\_\_

# OF UNITS: \_\_\_\_\_

Please read carefully the terms and conditions detailed on the reverse side of this form and sign.

This Application Form must be accompanied by a letter of interest as specified in the Application Process.

**MAIL TO:**

Fitchburg Redevelopment Authority  
166 Boulder Drive  
Fitchburg, MA 01420

**MAIN STREET  
HOUSING  
PROGRAM**



Sponsored by the  
Fitchburg Redevelopment Authority  
Fitchburg, Massachusetts

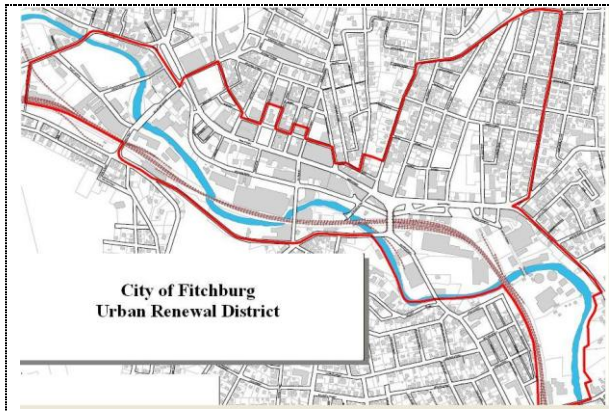
## MAIN STREET HOUSING PROGRAM

The proximity of Main Street to Nashua River, Boulder Drive, and the City's oldest neighborhoods makes it a desirable destination for city residents and employees.

The Fitchburg Redevelopment Authority has created the Main Street Housing Program to foster a unique neighborhood in Fitchburg's downtown area as a key component of the Urban Redevelopment and Revitalization Plan.

The Main Street Housing Program will award grants upon the completion of projects that have converted upper level office space on Main Street to residential use.

Grants are \$5000 per unit, up to a maximum of \$25,000 or 5 units per year. The grant must not be combined with other subsidies unless approved.



## CONTACT INFORMATION:

**Fitchburg Redevelopment Authority**  
166 Boulder Drive, Fitchburg, MA 01420  
Phone (978) 345-9602 Fax (978) 345-9604  
m.donoghue@discoverfitchburg.com  
www.discoverfitchburg.com

## APPLICATION PROCESS

- Complete the attached application form.
- Write a letter of interest stating the:
  - address of the property (to be) developed
  - # of units / # of bedrooms per unit
  - anticipated project start/ completion dates
  - plan to finance project
  - provisions for off-street parking, if any
  - architecture / engineering firms involved, if any.
- The Fitchburg Redevelopment Authority (FRA) will review letters of interest and issue a letter of commitment designating the # of units and amount of grant awarded to approved projects.
- All offers will expire one (1) year after letter of commitment is issued.
- Upon completion of the project and receipt of an occupancy certificate by City of Fitchburg, the FRA will issue the grant money within fourteen (14) days.

## QUALIFICATIONS:

- Property must be located on Main Street.
- Residential units must have been vacant for at least one (1) year to qualify for grant.
- Owner is current with real estate taxes and all other obligations to the City of Fitchburg.

- Certificate of occupancy for the property must be issued by the City of Fitchburg.

## **HOUSING GRANT TERMS & CONDITIONS**

The objective of the Main Street Housing Program is to increase the number of market rate units on Main Street, Fitchburg, Massachusetts.

Through this program the Fitchburg Redevelopment Authority (FRA) will provide grants toward the conversion of office space or residential units that have been previously vacant for at least one year into residential units.

Grants will be awarded at \$5,000 per unit with a maximum of 5 units or \$25,000 per project per year. No other subsidies must be used for the project without prior approval.

The owner/ developers must pay all outstanding real estate taxes and obtain a Certificate of Occupancy from the City of Fitchburg prior to receiving the grant.

This offer will be valid for one (1) year after the letter of commitment is issued by the FRA.

Grants will only be awarded after the completion of the project; Projects not completed before they expire must re-qualify for the grant.

The FRA reserves the right to reject a proposal or to limit the grant awarded.

I understand and agree to the terms and conditions listed above.

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

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

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