

SOUTH NORFOLK RESIDENTIAL REHABILITATION GRANT PROGRAM (SNRRGP) APPLICATION

Submit completed applications to: john@chesapeakebank.com

- Review the [South Norfolk Residential Rehabilitation Grant Program Guidelines](#).
- Property must be in the Local or National South Norfolk Historic District.
- Answer all questions completely.

SECTION 1: APPLICANT INFORMATION

1. FIRST NAME

2. LAST NAME

3. MAILING ADDRESS (Street, City, State, and ZIP Code)

4. PROJECT ADDRESS (Street, City, State, and ZIP Code)

5. PHONE

6. ALT NUMBER

7. EMAIL

8. YEAR STRUCTURE BUILT

9. DATE PURCHASED

10. HAVE YOU BEEN AWARDED A SNRRGP GRANT BEFORE? YES NO

SECTION 2 – SCOPE OF WORK

Please provide a description of the scope of work (if necessary, please add additional sheets)

SECTION 3 - USE OF SNRRGP FUNDS

1. CHECK ALL THAT APPLY:

- ROOF/ FOUNDATION/ STRUCTURAL
- ELECTRICAL/ PLUMBING/ HVAC
- DOORS/ WINDOWS/ SIDING
- EXTERIOR IMPROVEMENTS/ ACCESSORY STRUCTURES
- OTHER

2. PROJECT TEMPLATE

Project		Estimates		
Description (Describe each project element/component)	Pictures of project area (# if needed)	Material Cost (\$)	Labor Cost (\$)	Total Costs (\$)
<i>Example: Replace existing metal roof with new metal roof</i>	1-3	\$10,000	\$10,000	\$20,000
Total				

SECTION 4 - ADDITIONAL INFORMATION

Please list or attach any other information that may help evaluate your request.

SECTION 5 - FINANCIAL HARDSHIP DETERMINATION

If applying for a financial hardship determination, please provide tax returns for the past two years and three estimates from qualified contractors for proposed scope of work.

SECTION 6 - ACKNOWLEDGEMENTS

a. Applicant acknowledges that the Chesapeake Land Bank Authority (the "Authority") will rely upon the accuracy of the information contained herein in reaching a determination of whether and to what extent they may qualify for SNRRGP assistance.

Initial lines "b" through "e"

b. _____ All projects for exterior work within the South Norfolk National Historic District, regardless of whether these projects are within the South Norfolk Historic and Cultural Preservation Overlay District (Local Historic District), must adhere to the [South Norfolk Historic and Cultural Preservation Overlay District Design and Procedural Guidelines](#) (South Norfolk Local Historic District Guidelines) to receive funding through SNRRGP.

c. _____ Prior to commencement of exterior modifications visible from a paved public road, participants must receive a [Certificate of Appropriateness](#) (COA) from the [Chesapeake Board of Historic & Architectural Review](#) for the proposed modifications.

d. _____ Any work for which permits are required by law must receive all proper permits.

e. _____ It is my responsibility to apply for all required permits and Certificate of Appropriateness if applicable and to ensure that the CLBA has the required information to rule on my application.

f. Applicant affirms they are an owner-occupant of the project address real property.

g. Applicant affirms that they have been provided a copy of the SNRRGP policy guidelines.

h. Applicant acknowledges and agrees that submission of false information may, at the discretion of the "Authority," will result in a revocation of any SNRRGP assistance awarded.

SIGNATURE OF APPLICANT	DATE SIGNED
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SECTION 7 - NOTARY PUBLIC (financial hardship determination applicants only)

COMMONWEALTH OF VIRGINIA	CITY OF	TO-WIT:
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The foregoing instrument was acknowledged and sworn before me this _____ day of, 20____ by _____ (title), for _____.

SIGNATURE OF NOTARY PUBLIC	MY COMMISSION EXPIRES
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**Chesapeake Land Bank Authority
411 Cedar Road
Chesapeake, VA 23322**

**Questions? Contact John Harbin, Executive Director
john@chesapeakeandbank.com
757-869-2839**