

## HOW THE PROGRAM WORKS:

The program provides funding to eligible property and business owners in downtown Scranton for facade property improvements. The funding is comprised of a forgivable grant and a loan. A dollar for dollar matching investment is required.

Facade Grant	Facade Loan	Matching Funds	TOTAL PROJECT
\$500 - \$2,500*	\$500 - \$2,500*	\$1,000 - \$5,000+*	\$2,000 - \$10,000+*

\* Amounts are double for corner lots.

- Grants are provided on a reimbursement basis.
- Loans have a 4% fixed interest rate for 36 months.
- Matching funds can be cash or a loan from MetroAction or another lender. MetroAction will match the Facade loan interest rate and term.

## REQUIREMENTS:

- Building must be located within Main Street footprint (see map on website).
- Funding must be used to improve the exterior facade of a building.
- Written authorization from the property owner is required.
- Funds cannot be used to pay for work that is already in progress or completed.
- Historic regulations/guidelines may apply.
- PA Prevailing Wage Act applies to any project exceeding \$25,000.
- Applications are subject to credit approval and Main Street Design committee approval.

Visit [www.MetroAction.org/Facade](http://www.MetroAction.org/Facade) for complete program guidelines and design requirements.

## APPLICATION PROCESS:

- Complete the Facade Grant/Loan Pre-Qualification Application.
- Once submitted, you will be contacted within 24-48 hours with the next steps.
- The entire application process can take up to 90 days.

## ABOUT SCRANTON TOMORROW

Scranton Tomorrow is a nonprofit community and economic development organization working to establish downtown Scranton as the premier urban center of Northeastern Pennsylvania. The organization's other projects include Main Street Scranton, Artspace Scranton, Scranton Business Alliance, City Pride and the Scranton Riverfront Partnership.

Tel: (570) 963-5901

[www.scrantontomorrow.org](http://www.scrantontomorrow.org)

<http://www.facebook.com/MainStreetScranton>

## ABOUT METROACTION

MetroAction provides loans to small business in Northeastern Pennsylvania that do not have access to traditional sources of credit. Covering Carbon, Lackawanna, Luzerne, Monroe, Pike, Schuylkill, Susquehanna, Wayne and Wyoming counties, MetroAction, a nonprofit Small Business Administration (SBA) lender, is Northeastern Pennsylvania's leading provider of small business loan and comprehensive business training.

Tel: (570) 341-0270

[www.MetroAction.org](http://www.MetroAction.org)

[www.facebook.com/metroactionfan](http://www.facebook.com/metroactionfan)

## Main Street Scranton Facade Grant/Loan Program



Encouraging property  
improvements for downtown  
Scranton property and  
business owners.

A Partnership Effort of:



Funding provided by:



[www.MetroAction.org/Facade](http://www.MetroAction.org/Facade) (570) 963-5901



# Facade Grant/Loan Pre-Qualification Application

**Instructions:** Complete this application in its entirety. Each person who owns 20% or more of the business or property must complete Section 3 and pay a \$25 non-refundable credit analysis fee. Submit completed applications & fee to MetroAction, PO Box 431, Scranton, PA 18501, or fax to (570) 347-6262.

## 1. PROJECT SITE INFORMATION

Business Name		Is your building registered or located in a historic district? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I Don't Know	
Mailing Address		Number of Business or Property Owners (20% or more)	
City	State	Zip	How long have you owned this business/property? ___ yrs ___ mos
Street Address of Façade Project Building		Scranton, PA 18503	
Business Phone ( ) ( )	Cell Phone ( ) ( )	E-Mail Address	
Do you own or rent/lease this location? <input type="checkbox"/> Own <input type="checkbox"/> Rent/Lease	If you rent/lease, do you have approval from the building owner for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you current with all federal taxes, state taxes, local taxes and municipal utility bills? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Does your business, or any tenants at the project site, deal with any of the following: gambling, adult-oriented products/services or multi-level marketing?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is your business, or any tenants at the project site, one of the following: political organization, faith-based organization or government organization?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

## 2. PROJECT DESCRIPTION & LOAN REQUEST

The total funding from the Façade program can range between \$1,000 and \$5,000, not to exceed 50% of the total project cost. The award will be a 50/50 split between a loan and a grant. Prior to funding, the business and/or property owner must verify the availability of the dollar for dollar matching funds for the program.

**Total Project Cost:** \* For projects over \$25,000 the PA Prevailing Wage Act is applicable.

Façade Loan Request: \$ \_\_\_\_\_ Cannot exceed \$2,500, unless located on a corner lot. Corner lots are eligible for \$5,000  
 Façade Grant Request: \$ \_\_\_\_\_ Cannot exceed the Façade Loan Request amount  
 Applicant Match: \$ \_\_\_\_\_ Must be at least the amount of the Façade Loan Request and Grant Request combined  
 TOTAL PROJECT COST: \$ \_\_\_\_\_ Sum of lines above

How will you be providing the matching component?  Loan from MetroAction (you do not need to complete a separate application)  Loan from another lender  Cash

What exterior improvements will you be making with this project (check all that apply)?  Brick/Stone Masonry  Architectural Elements  Doors/Windows  Exterior Woodwork  Storefronts  Signage  Painting  Awnings  Lighting

Has the work for this project already started?  Yes  No

**COLLATERAL AVAILABLE: In most cases, collateral is required as security for each loan request. Include values for ALL available sources of collateral. Providing incomplete information will delay processing.**

Real Estate Address	Date Purch	Purchase Price	Market Value	Amount Owed	# Mortgages
	___/___/___	\$ _____	\$ _____	\$ _____	
Vehicle/Equip (Make, Model, Year)	Mileage	Condition	Market Value	Amount Owed	Pledged for another loan?
			\$ _____	\$ _____	
Whole Life Insurance (Insurer's Name)	Face Value	Cash Value	Pledged for another loan?		
	\$ _____	\$ _____	Do not include term life insurance policies		
Business Assets Description	Market Value	Valuation Date	Pledged for another loan?	Amount Owed	
	\$ _____			\$ _____	

## 3. PERSONAL INFORMATION (anyone owning 20% or more of the business or property must complete this section)

Last Name	First Name	Date of Birth	Social Security Number	% Owned
Home Address		City	State	Zip
Home Phone ( ) ( )		Cell Phone ( ) ( )	Email	
Are you a veteran of the armed forces? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you a U.S. citizen or legal resident? <input type="checkbox"/> Yes <input type="checkbox"/> No		Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No

**AUTHORIZATION & CERTIFICATION:** I authorize MetroAction to make necessary inquiries verifying the accuracy of the statements made to determine credit worthiness through a personal credit check. I certify that neither I nor any of the business principals/property owners are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. I certify that all information provided above and in any attachments is true and correct to the best of my knowledge.

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

**PAYMENT INFORMATION:** Only completed applications, with correct non-refundable credit fee will be considered.

Total Amount Due: (\$25 per owner) \$ _____	Payment Type <input type="checkbox"/> Check <input type="checkbox"/> Credit Card	Credit Card Number	Expiration Date	V Code
Name on Card:		Address:		

Make Checks Payable to "METROACTION"