



Knox Façade Rehabilitation Program Grant  
**Agreement for Project Construction and Maintenance**  
**for**  
**Knox Façade Rehabilitation Program**

**Part 1: GENERAL INFORMATION**

**GRANTEE (Name):** \_\_\_\_\_

**PROJECT NAME ("The Project"):** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**GRANTEE CONTACT INFORMATION:**

Grantee Name: \_\_\_\_\_

Grantee Address: \_\_\_\_\_

Grantee Phone: \_\_\_\_\_ Grantee Email: \_\_\_\_\_

**Project description** ("The Project") List and describe, or reference project scope by attachment, The Project, (including all aspects of the work including that outside of the façade grant program and that within the façade grant program). Attach drawings, descriptions, or other information as necessary for a complete description. **Attach completed application.**

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PART 2: FAÇADE GRANT AGREEMENT  
(to be completed at the time of grant application approval)

This agreement is entered into on \_\_\_\_\_ (date) between

**The City of Knox**

and

\_\_\_\_\_(Grantee),

\_\_\_\_\_(Address),

Whereas, the City of Knox, has approved a façade improvement grant to Grantee subject to the execution of this Agreement. Grantee desires to accept the grant and to abide by the terms of this agreement.

The City of Knox has approved a grant in the amount of

\_\_\_\_\_ (\$ or \_\_\_\_\_ (%) of the project cost

Hereinafter defined as a maximum amount of \$ \_\_\_\_\_, whichever is less, for façade improvements at the The Project located in Knox, Indiana.

The parties agree as follows:

1. Grantee reaffirms that all information provided to The City of Knox is correct and accurate.
2. Grantee has read and agrees to abide by the provisions and requirements of the City of Knox Façade Grant Program adopted 2025 and subsequent amendments.
3. All work performed by Grantee will be consistent with the approval by the City of Knox. If grantee desires to make any changes in the project during the execution of the work. Grantee will obtain written approval from the City of Knox before implementing such changes. Grantee understands that the City of Knox is not required to approve any changes and any unauthorized changes may result in partial or complete forfeiture of grant.
4. Grantee agrees to complete the improvements within six months from the date of this Agreement and understands that failure to complete the improvements within such time period will result in forfeiture of the grant. The City of Knox will consider written requests for additional time on a case-by-case basis. Grantee also agrees to submit a request for funding of the grant within 60 days after the completion of the work and understands that failure to do so may result in the loss of the grant.

5. Grantee understands that the grant will be paid to Grantee only upon completion of the work and submission of all required documents to the City of Knox.
6. During the period of construction, Grantee agrees to keep in full force and effect a policy of commercial liability insurance in the amount of not less than one million (\$1,000,000) dollars and to name the City of Knox as additional insured on such policy. Grantee further agrees to indemnify and hold harmless the City of Knox from any and all claims arising out of the work performed.
7. Grantee will notify the City of Knox immediately if Grantee's interest in the subject property changes in any way. This Agreement is not assignable by Grantee without prior written approval of the City of Knox which will not be unreasonably withheld.
8. In further consideration of the grant, Grantee hereby confirms, for a period of ten (10) years from the date of completion, the façade and its finishes will not be materially altered by Grantee without the written approval of the City of Knox, which approval will not be unreasonably withheld.
9. Grantee hereby grants the City of Knox the right to use pictures, renderings, or descriptions of the work for any and all promotional purposes desired by the City of Knox.

IN WITNESS WHEREOF, the parties have signed this Agreement on the day and year first above written.

**Grantee's Authorized Representative**

\_\_\_\_\_  
 (Printed or Typed Name)

\_\_\_\_\_  
 (Grantee's Authorized Representative (Signature))

\_\_\_\_\_  
 Date

**The City of Knox**

**Redevelopment Commission**

\_\_\_\_\_  
 (Printed or Typed Name)

\_\_\_\_\_  
 (Printed or Typed Name)

\_\_\_\_\_  
 Authorized Representative (Signature)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

**PART 3 PROJECT COMPLETION CERTIFICATION**

(to be completed at final completion prior to payment of Grant funds):

Has a Notice of Completion been filed with the City of Knox?

Yes  (If yes, date filed: \_\_\_\_\_) No

**If no, please explain:**

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Date of City of Knox Final Inspection: \_\_\_\_\_

I hereby certify that all City of Knox Building Façade Grant funds were expended on the above named Project and that the Project is complete and we have made final payment for all work done per the Knox Redevelopment Commission written approval.

I hereby certify that I intend to uphold the grant purpose for the remainder of my ownership of this property and will continue to maintain the improvements for a period of 10 years from the date signed below as per the Business Façade Grant Guidelines. I will not change, alter, or embellish the façade associated with the approval and completed grant improvements without prior written approval of the Knox Redevelopment Commission. Should the Commission not be in effect at that future time, the Director of Building, Planning, and Code Compliance, or other committee designee, shall grant the written approval, i.e. painting of the same color, replacement with same materials, etc. Transfer ownership of the property will not release grantee or grantees heirs from compliance with this agreement for any reason.

I am aware of Indiana laws and understand that every person who testifies, declares, deposes, or certifies under penalty of perjury and willfully states as true any material matter which he or she knows to be false, is guilty of perjury and willfully states as true any material matter which he or she knows to be false, is guilty of perjury, which is a felony punishable by imprisonment or fine or both. Furthermore, I am aware of Indiana laws and understand that every person who, with the intent to defraud, presents for allowance, or for payment to any City of Knox governmental entity or officer, or to any county, city, or district board or officer, authorized to allow or pay the same if genuine, any false or fraudulent claim, bill, account, voucher, or writing, is guilty of a felony-misdemeanor punishable by law through imprisonment, by a fine, or both.

I represent and warrant that I have full authority to execute this project Certification of Project Completion form on behalf of the Grantee. I declare under penalty of perjury that the foregoing project Certification of Project Completion for the above-mentioned City of Knox Business Façade Grant is true and correct.

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Grantee’s Authorized Representative  
(Printed or Typed Name)

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(Signature and Date)

