City of Alma Sidewalk Program
Cost-Share Assistance Application, Payment Claim and Agreement

_____

Date: _____ **Property Owner:** _____ **Location of Project::**

_____

Address: _____
Address: _____
City: _____
State: _____ **ZIP:** _____

I (we) the undersigned, do hereby request cost-share assistance to help defray the cost of installing the sidewalk as listed below. It is understood and agreed that:

1. Before receiving any cost-share funds, it will be necessary for the property owner(s) to sign the agreement below relating to the maintenance of practices installed.
2. Practices must be planned and installed in accordance with technical specifications of the City of Alma.
3. The responsible contractor must make prior determination that the practices are feasible on the site where they are to be installed, that they are properly planned and installed, and that estimates of quantities are proper and reasonable.
4. Items of cost for which reimbursement is later claimed are to be supported by documentation of payments made or due to contractors or other workers.
5. This application will not be effective until approved by the City of Alma. Upon approval applicant will have 90 days to have work completed. The project must be completed within 30 days of the removal of old concrete by City Staff. Application may exist only on the City of Alma wait list for six (6) months; if not approved for funding within this time, application becomes void. Claims for payment will not be accepted after September 1st.
6. Maximum reimbursement will be limited to 50 percent of the actual cost to the property owner. Maximum benefit for one year is $1500.00

APPLICANT'S REQUEST					UNITS PREFORMED		
Item/Description	(A) Units	(B) Cost/Unit	(C) 50% Cost/Unit	$ (A) x (C)	(D) ACTUAL UNITS	(E)/(C) 50% COST/UNIT	COST SHARE EXTENT (D) x (E)
			TOTAL SUPPLIES			TOTAL SUPPLIES	
			TOTAL LABOR			TOTAL LABOR	
			TAX			TAX	
			SUBTOTAL			SUBTOTAL	
			TOTAL			TOTAL	
						CLAIM AMOUNT	

_____ _____
Signature of Property Owner or Authorized Rep. Date

Practices and Quantities requested are needed and practical and will be planned in accordance with the City of Alma technical specifications.

_____ _____
Signature of Contractor Date

APPLICATION APPROVAL:
The City of Alma approved the Applicant's Request and hereby obligate $_____.

_____ _____
Signature of City of Alma Representative Date

COMPLETION AND DOCUMENTATION CERTIFICATION:

_____ _____
Signature of Contractor Date

PROPERTY OWNER(S) CERTIFICATION AND AGREEMENT
I hereby certify that the items for which payment is claimed were furnished under authority of the law and that the charges are reasonable, proper, and correct and no part of the claim has been paid. I further certify that I am the owner of the above described property and agree that if any or all of above installed practices shall be removed, altered, or modified so as to lessen their effectiveness without consent of the City of Alma for a period of ten years after the date of receiving payment, that a portion of the claimed amount shall be refunded to the City of Alma. If title to this land is transferred to another party, it shall be my responsibility to advise the new owner that this agreement is in force and to obtain such new owner's acceptance of the responsibilities herein.

_____ _____
Signature of Property Owner(s) Date

CITY OF ALMA CERTIFICATION
I hereby certify that the above claim has been reviewed by me and I find it a proper claim against the City of Alma Sidewalk Project Fund.

_____ _____
Signature of City of Alma Representative Date

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