



# 2017 PROGRAM APPLICATION

## Affiliate

**Due: Thursday, December 1, 2016**

### WASHINGTON STATE MAIN STREET PROGRAM APPLICANT ELIGIBILITY REQUIREMENTS

In order to be eligible to apply to be a Washington State Main Street Affiliate, a local organization must complete an application and meet the following criteria:

1. The Local Organization must learn about the National Main Street Center's Main Street Four Point Approach® to community revitalization.
2. The Local Organization must complete an annual progress report, including a local success story or best practice example and a testimonial regarding the value of affiliation with Washington State Main Street Network.
3. Only non-profit organizations (501c3 or 501c6), municipalities and/or governmental entities working on community and/or neighborhood revitalization may apply for Affiliate status.
4. The Local Organization must send at least one representative to the annual RevitalizeWA preservation & Main Street Conference.

### PART I: ORGANIZATIONAL INFORMATION

Community Represented: \_\_\_\_\_

We are a:      Non-profit Organization (      501c3      501c6)      Local Government

Applicant Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

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

Website: \_\_\_\_\_

+ Attachment A: If applicable, a copy of the IRS Letter of Determination regarding your organization's tax status.

+ Attachment B: If applicable, your organization's most recently adopted Articles of Incorporation and Bylaws.

**PART II: COMMUNITY PROFILE**

Population: \_\_\_\_\_

Is your community a Certified Local Government (CLG)?      Yes      No

+ Attachment C: Map illustrating your downtown district.

+ Attachment D: Minimum of ten current photographs that illustrate your downtown district; can include specific historic structures, downtown events, aerial/context images, etc.

Approximately how many buildings are in your downtown district? \_\_\_\_\_

Approximately how many businesses are in your downtown district? \_\_\_\_\_

In general, what is the condition of the buildings in your downtown district?

What are your downtown and community assets (businesses, buildings, social fabric, organization, etc.)?

Describe the historical and/or cultural significance of your downtown district to the community:

### **PART III: REVITALIZATION GOALS**

Why does your community want to become a Washington State Main Street Program Affiliate?  
What does your community expect to achieve by being an Affiliate?

Describe what steps your community has taken to learn about the Main Street Approach, such as attending conferences, reading informational materials, holding community meetings, etc.

Not including people, what are three (3) major liabilities, and three (3) major opportunities for your downtown as it exists today?

Please list the three (3) most important revitalization goals for your community:

What does your community aim to achieve over the next two years by being involved in WSMSP?

+ Attachment E: If applicable, an organizational work plan and list of board and/or committee members

#### **PART IV: SIGNATURE**

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined both the completed application and attachments. To the best of my knowledge the information contained in these documents is true, correct and complete. I understand the eligibility requirements and acknowledge contributions received through this program will be solely used to meet our mission and work plan goals. I also understand that our organization must reapply if changes occur that could potentially affect our eligibility status (purpose, boundaries, general activities).

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

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

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

**Due: Thursday, December 1, 2016**

Please submit the completed application and attachments digitally to:

Breanne Durham  
bdurham@preservewa.org

If necessary, digital files on a flash drive or disc may be mailed to:

Breanne Durham  
Washington Trust for Historic Preservation  
1204 Minor Avenue  
Seattle, WA 98101

*Please avoid sending hardcopy/printed materials.*

#### **CHECK LIST OF ATTACHMENTS (IF APPLICABLE):**

A: IRS Letter of Determination

D: Ten current photographs

B: Articles of Incorporation and Bylaws

E: Organizational work plan and list of board and/or committee members

C: Map of Downtown District