



VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT
Partners for Better Communities



Exploring Main Street Program Application

*The Exploring Main Street option is for communities that are exploring downtown revitalization, that are preparing for designation or that may not be eligible for Advancing Virginia Main Street designation. It provides access to all Virginia Main Street training and limited on-site assistance, as resources permit. The applicant may be the local government, or a partnership of local government and a private sector organization. Please see the **Virginia Main Street Program Guidelines** for more information at dhcd.virginia.gov/vms.*

Submission Instructions

Applications for Exploring Main Street status may be submitted at any time, and should be submitted on the forms provided by the Department of Housing and Community Development (DHCD). All questions must be answered in the space provided.

Applications should be typed and transmitted in electronic format (i.e. pdf, doc)

Attachments, such as maps, should fit within the 8 1/2" x 11" application.

If you have questions, please contact:

Virginia Main Street Program
Virginia Department of Housing & Community Development
600 East Main Street, Suite 300
Richmond, VA 23219
mainstreet@dhcd.virginia.gov
(804) 371-7171

Applications Should Be submitted via email to*:

mainstreet@dhcd.virginia.gov

*In the subject line of the transmittal email, please include your community name and affiliate application.

Applicant Information

Community:

Population:

Private Sector Organization (if applicable):

Designated Contact Person:

(include Name, Title/Affiliation, Address, Phone, Fax and E-mail)

Date:

Commitment Statement

_____ agrees to meet the requirements of an Exploring Main Street community as outlined in the [VMS Program Guidelines](#) and will eligible to receive Exploring Main Street services from DHCD as long as the requirements are met. (*Attach a resolution adopted by the local government – and by the private sector partner organization, if applicable – authorizing this application*)

Signature of Authorizing Agent from Local Government (please print name and title)

Signature of Authorizing Agent from Private Sector Organization, if applicable (please print name and title)

Community Information

1. **Briefly describe the economic and physical characteristics of your downtown or commercial district** (attach an 8½" X 11" map with building footprints showing district boundaries; include an aerial photo, if available).
2. **Briefly describe the structure of your organization** (attach list(s) of Board or committee members)
3. **Briefly outline the efforts made to improve the downtown or commercial district over the past five years.**
4. **Briefly describe what you hope to achieve by participating in Exploring Main Street.**