

# SPF DOCUMENT CHECKLIST



1. Current photo of building and areas to be renovated
2. Commitment Letter
3. Signed SPF Guidelines
4. Evidence of committed funds [Bank statements, grant awards from local state agencies, loan commitment letters]
5. Written authorization from property owner if owner is not the applicant
6. Letter of reference displaying involvement within the community
7. Letter of reference from local codes office
8. Professional Estimates

*Questions? Reach out to [klong@northcountryruraldevelopment.org](mailto:klong@northcountryruraldevelopment.org) or call (518) 585-6366*