

From the Building Department

Guidelines for George M. Suhy Grant

1. In order to qualify for the George M. Suhy Grant Program, please view Chapter 1495 (George M. Suhy Grant Program) in our codified ordinances. You will be able to determine if your interior or exterior improvement qualifies for the grant program.
2. If your improvement qualifies for the grant program, you will need to fill out Part One of the George M. Suhy Grant Program prior to work being done and submit to the building department. Once the building department reviews your application (Part One) they will contact you to set up a pre-inspection of your interior or exterior improvement.
3. Once the building department performs the pre-inspection of your project, they will determine your permit fee. If the homeowner is using a contractor, they must be registered with the Village of Cuyahoga Heights. Both of the above steps must be completed prior to work being started; a permit will then be issued. At this time, the building department will inform you what inspections will be needed.
4. When your improvement is complete, you will be required to come into the building department and receive Part Two of the George M. Suhy Grant Program. Part Two must be completed with all forms attached (contractor invoice and proof of ownership). Once the building department receives Part Two, they will set up a final inspection of your interior or exterior improvement. When final inspection is performed, all paperwork will be submitted to the finance department for approval disbursement of grant funds.
5. If the following guidelines are not met, your application for the George M. Suhy Grant Program may be declined.

The above procedures are a bit different from past practices to obtain a grant. Please note that if the above procedures are not followed, your grant application could be rejected.

If you have any questions, please contact the Building Department at (216) 641-7020 during normal business hours.

