South Bruce Façade Improvement Grant Guidelines

First impressions are made within seconds – don't have your business over-looked! The South Bruce Façade Improvement Grant can help your business look its best. Don't forget the inside is as important as the outside. Maybe you don't need help with your façade, but your business needs a facelift inside – we can help with that too!

The objective of the South Bruce Improvement Grant is to enhance the exterior & interior appearance of businesses within the designated Community Improvement Plan (CIP) of Mildmay and Teeswater.

This is a matching grant program, which means that the successful applicant pays at least 50% of the improvement cost up to a maximum of $2,000 excluding taxes. Business or building owners are invited to submit an application associated with improving the exterior and/or interior façade at your place of business. The total grant amount is limited and therefore when all funds are allocated and depleted, the grant will then be closed for submissions.

Applications will be assessed by a panel and will be considered on an ongoing basis so long as funding is available or depleted. Applications will be reviewed in the order in which they are received and will be limited to one application per business per fiscal year. Please ensure conformity to all Municipal by-laws for signage, lighting and awnings prior to applying. Call 519-392-6623 Ext. 228 or email pvanhardeveld@southbruce.ca if you have specific questions regarding by-laws.

Usage of Funds:

Funding may be used towards the restoration of an existing exterior storefront façade, signage, awnings or interior renovation improvements to your business.

Eligible items for the South Bruce Façade Improvement Grant:

- Exterior and interior painting of building
- Architectural feature improvements/amendments/additions
- Exterior and interior lighting
- Replacement or Removal of siding
- Re-pointing of brick/stone
- Storefront redesign
- Installation of new masonry/stone work
- Brick restoration/cleaning
- Refinishing or replacement of interior floors
- Replacement of windows and doors
- Business signage
- Other renovations/improvements could be eligible if they meet the objectives of the design guidelines

Items that are ineligible for the South Bruce Façade Improvement Grant:

- Roof repairs or replacements
- New Building Construction or additions
- Landscaping
- Temporary structures

Eligibility Criteria

1. Applicants must be a merchant or commercial property owner within a CIP designated area and have an active business or looking to complete improvements to rent/lease or resale of the building.
2. Applicants may be eligible for one Downtown Community Improvement Grant per storefront.
3. Projects must not commence prior to the awarding of the requested grant.
4. Projects must be completed by October 31st of the year that the application was submitted. If money is not spent, it will be deemed an incomplete project and you will need to reapply when the application process reopens.
5. Applicants must provide a minimum 50% cash contribution towards the total cost of the project for which they are applying for a grant, excluding taxes and not to use other funding opportunities to allocated towards the 50% cash contribution.
6. Projects must demonstrate a contribution to the overall quality of the streetscape of the community and priority will be given to projects with consideration of our community tool-kits.
7. Only grant applications that comply with municipal by-laws will be considered.
8. Before starting the project, you must check with the South Bruce Building Official to determine if a building permit is required.
9. Façade improvements must be visible from the main street and the buildings must be zoned institutional, commercial or industrial to qualify.
10. Include any paint samples, design images or drawings, graphics and a "before" picture of the proposed façade improvement in your application. Copies of contractor or vendor quotes must also be attached.
11. Applications that incorporate work done by South Bruce Contractors will be given priority.
12. All renovations must be completed by licensed contractors to ensure building code regulations are followed. (eg. Electrical, plumbing, structural changes etc.)
13. Your application must include pictures of before and proposed design after renovations, paint or material samples, design images and all quotes must be attached for consideration.
14. If successful, once the project is complete, you must submit photos of the finished project with a copy of all of the paid invoices for payment.

Please contact Rhonda Niesen, Economic Development Assistant for more information and for a copy of the community tool kits at 519-392-6623 Ext. 232, or email rniesen@southbruce.ca.

Facade Improvement Grant Program

Application Form

Application Date: _____

Property Roll #: _____

Section A: Applicant Information

Estimated Project Start Date: _____

Estimated Project End Date: _____

Name: _____

Address of Property: _____

Mailing Address: _____

City/Town: _____

Postal Code: _____

Phone Number: _____

Email: _____

☐ Applicant is owner of the property (Commercial, Industrial, Institutional)

☐ Applicant is not owner of the property, please fill out section B

Section B: Property Owner Information

Name: _____

Mailing Address: _____

City/Town: _____

Postal Code: _____

Phone Number: _____

Email: _____

☐ Letter of support for the project attached

Section C: Project Details

Project Description: include colours & materials used. Provide before & proposed after photo.

Section D: Project Costs

Total Project Cost (HST not included): _____ +HST

☐ Quotes attached

Applicant contribution towards the project: _____ +HST

Grant request: _____

Grant request as a % of the total project cost: _____

Have you received other grants for this project? Yes ☐ No ☐

If yes, please specify _____

Section E: Attachments

☐ If applicant is not the property owner, signed letter of support is

☐ Attached Project drawings and photos - before & proposed after & materials used

☐ Quotes to support project costs

Section F: How will this project improve the aesthetic appeal of your building & increase business?

Section G: Signature of Applicant

I certify that the information given on this information is correct and complete.

Signature of Applicant: _____

Date: _____

Submit Applications to:

Municipality of South Bruce

c/o Rhonda Niesen, Economic Development Assistant

21 Gordon St. E PO Box 540 Teeswater, ON N0G 2S0

(519) 392-6623 rniesen@southbruce.ca