



2018 FAÇADE IMPROVEMENT AND SIDEWALK PATIO GRANT

DETAILS AND PROCESS

The Spruce the Bruce (STB) program assists communities with improvements that make them more attractive, pedestrian-friendly, and distinctive. Downtown buildings and establishments define the street and are a major contributor to the character of the community. Clean, interesting, and well-maintained building façades communicate a sense of pride and commitment to the community and encourage passersby to stop and shop. The Façade Improvement & Sidewalk Patio Grant encourages businesses to restore, upgrade, or otherwise improve their building façades.

This grant matches local cash contributions up to \$3,000.00 for projects under \$10,000.00 with an additional \$1,000.00 given to projects over \$10,000.00.

Applications from South Bruce Peninsula and Township of Huron-Kinloss communities are eligible to receive up to an additional \$3,000.00 matched cash contribution for projects under \$10,000 and an additional matching \$1,000 for projects over \$10,000 provided by South Bruce Peninsula Council.

Design Assistance/Funding: An additional \$300 in creative design/art rendering services funding from the County may be available upon review of the project. Applicants are encouraged to contact the County of Bruce and / or their local municipality before making an application for planning / design assistance.

USAGE OF FUNDS:

These grants may be used towards the restoration of an existing storefront or the design and installation of a new façade. Alternatively, these grants may be used for the addition of a sidewalk patio. Façade Improvement projects must include a minimum of 3 items from the following list as part of their grant application in order for their project to be considered for funding.

Projects that include storefront signage or awnings may apply for additional funds through the [Storefront Signage & Awning Grant](#). Preference will be given to buildings with operating commercial businesses.

ELIGIBILITY CRITERIA:

2018 Eligible Communities for Streetscape Beautification Grant include:

Kincardine, Lion's Head, Lucknow, Mildmay, Paisley, Port Elgin, Ripley, Sauble Beach, Southampton, Tobermory, Walkerton and Wiarton.

In order to qualify for a Façade Improvement Grant:

- Applicants must be a merchant or storefront property owner with an operating business within a CIP designated area with downtown commercial zoning. Or alternatively, a letter of permission must be granted by the owner to the tenant.
- Applicants may be eligible for one façade grant per storefront. Applicants may additionally apply for the storefront signage & awning grant.
- Projects must not have commenced prior to the awarding of the requested grant.
- Projects must be completed by October 31, 2018. Extensions are not granted. If money is not spent it will be deemed an incomplete project and you will need to reapply next year.
- Applicants must provide a minimum 50% cash contribution (except in situations where there are multiple funding sources) towards the total cost of the project for which they are applying for a grant.
- Applicants receiving additional funding sources, including applications within the Town of South Bruce Peninsula and Township of Huron-Kinloss, are required to provide a minimum 33% cash contribution.
- With the generosity and support of Township of Huron-Kinloss and South Bruce Peninsula council, applications from Wiarton, Lucknow and Ripley are eligible to receive up to an additional \$3,000 matched cash contribution from Township of Huron-Kinloss or South Bruce Peninsula for their project, (total equals \$6,000 when combined with STB grant) and are only responsible for 33% of the total cost. No additional application is required.
- Taxes are the full responsibility of the applicants.
- Eligible Project costs must be actual cash outlay to third parties acting at arms' length and which can be documented through original invoices or proofs of payment.
- Projects must demonstrate a contribution to the overall quality of the streetscape of the community (for help see the attached guidelines and the community design toolkit for your community).
- Grant recipients are encouraged to become members of their local Chamber of Commerce, where one exists.

ELIGIBLE ITEMS FOR FAÇADE IMPROVEMENT APPLICATION (MINIMUM OF 3):

This grant matches local cash contributions of up to \$3,000.00 for projects under \$10,000.00 (with an additional \$1,000.00 eligible to projects over \$10,000.00)

- Exterior building painting
- Architectural feature improvements / amendments / additions
- Exterior lighting / front illumination for signage
- Replacement / removal of siding
- Re-pointing of brick/stone
- Installation of new masonry / stone work
- Brick restoration / cleaning
- Sidewalk patio additions
- Other renovations / improvements could be eligible if they meet the objectives of the program / design guidelines

To be eligible for **additional \$1,000.00** funding from Spruce the Bruce, application project **must total over \$10,000.00 utilizing at least 3 items from the list above and implement any additional items from the list below.**

- Replacement of windows & doors
- Fascia signage improvements
- Permanent outdoor planters/ accessories (shutters, trim, glass repair)
- Permanent exterior accessibility ramps
- Other renovations / improvements could be eligible if they meet the objectives of the program / design guidelines

Items that are **ineligible** for any Façade Improvement Funding:

- Roof Repairs
- Interior Improvements
- New Building Construction
- Backlit signage (Since it is difficult to produce backlit plastic panel or molded signs which reinforce the desired atmosphere and / or character of downtown, these types of signs are not encouraged and are not likely to be approved for funding. *Please note, neon, backlit signage complements both Sauble Beach's Retro Beach Brand and their Community Design Toolkit and would be considered suitable signage materials for applications from this community.)

PROJECT TIMELINES:

- Timelines of the project must be provided in the application form. Please obtain these from all contractors working on the project.
- If agreed upon timelines are not being met, please withdraw your application by June 1, 2018 so that Bruce County staff can contact the next person on the wait list.
- **Projects must be completed by October 31, 2018.** Extensions are not granted. If the grant money is not utilized, your project will be deemed incomplete and you will need to reapply next year.

APPLICATION PROCESS:

Applicants must complete an online application in order to be given grant consideration. You can save your application online and return to it later. **Projects that have already been completed are not eligible. Incomplete applications cannot be accepted.**

Applications require the following:

- Lead Applicant Name: (Municipality / Group) / Street Address (Location) / Tel / Email
- Contact Information: (if different from applicant)
- Mailing Address (if different from applicant) / Tel / email
- Detailed project description.
- Attach any sketches and include a before picture of the project. (upload digital files)
- The extent to which this project reflects the mission of the Spruce the Bruce program (Coordinated regional approach to support downtown revitalization)
- Who will be doing the work (Please list any contractors involved):
- Description of your organization and its role and function in the County of Bruce with regards to the creation or maintenance of Destination Infrastructure (one additional page may be attached)
- Who will be doing the work (Please list any contractors involved):
- Do you have any partners in this project? If so, list them and their contributions. You can attach letters of support.
- The proposed timeframe for the work (start date, completion date) - must be completed by October 31, 2018.
- Quote(s) of the project cost and a current picture of the project site
- Budget Details (taxes not included):

- Proposed Total Cost of Project
- Applicant Contribution
- Other Contributions (i.e. Funding from other organizations)
- Other Grant Contributions: (i.e. Provincial, municipal, or NGO)
- Grant Request
- Grant % of Total Cost:%

ECONOMIC DEVELOPMENT GRANTS COMMITTEE: REVIEW CRITERIA

The Economic Development Grants Committee will review applications subject to:

- Date/timing of the application, within a monthly intake period.
- Balance of funding available and any previous applications made at the time of application.
- Project's potential to provide long term economic benefit to the County.
- Evidence of the applicant's ability to fulfill responsibilities related to the project installation and maintenance.
- Project's "fit" with the objectives of Spruce the Bruce and/or the local municipal direction.
- The proposed project's "fit" with the community toolkits, marketing and design, Spruce the Bruce objectives and / or knowledge of local municipal direction.

GUIDELINES: FAÇADE IMPROVEMENT:

The following guidelines focus on design, character, suitability and compatibility issues affecting Façade Improvement Grant Applications in "Spruce the Bruce" designated downtowns. Keep these guidelines in mind when completing a Façade Improvement Grant Application:

1. Only applications that are submitted prior to purchase, fabrication and/or installation of the sign, awning or façade work will be considered.
2. Only grant applications that comply with municipal by-laws will be considered.
3. Improvements requiring a variance will not be considered unless unique circumstances (not caused or created by the applicant) exist.
4. Façade improvements and signage should add to the character and value of the downtown. Check your community design toolkit, façade program guidelines, municipal design guidelines and / or streetscape plan for tips on ways that your project can support the community design vision. The following questions will be considered when reviewing the application:

- Is the work proposed of the same character as the building and its surroundings? Elements, window spacing, materials and features that reflect building character.
 - If the building is historic - is the work proposed historic in character? Does the work use historic elements, colours, shapes, etc.?
 - Does this work proposed improve the visual quality and character of the downtown?
5. Façade improvements should be of an appropriate size, scale and character for the building and site. The following questions will be considered when reviewing the application:
 - Are the improvements scaled appropriately for the building and/or site?
 - Does the proposed work fit as an overall element, or does it overwhelm, or stand out? Are the colours / materials appropriate?
 6. Applications for improvements that use a variety of styles and materials are encouraged. Creative design and/or use of graphics or images (as opposed to simply the name of the business) are also strongly encouraged.
 7. Façade improvements may include signs. Please consider the following:
 - Applicants to the façade improvement program are encouraged to submit a joint application for a signs and awnings program grant and vice versa.
 - Fascia signs must be appropriately designed and located; see the guidelines for this program for further details.
 - Since it is difficult to produce backlit plastic panel or molded signs which reinforce the desired atmosphere and/or character of downtown, these types of signs are not encouraged and are not likely to be approved for funding.
 8. The use of a professional designer and/or contractor is encouraged. See introduction for design funding details.
 9. Improvements must not interfere with sidewalk maintenance and pedestrian safety; which include proper height and allowable encroachment onto the sidewalk.
 10. Projects are subject to the existing sign by-laws that may require permits to be issued.
 11. Awnings and projecting signs may require an encroachment agreement with the municipality (if they project over municipal property) and façade work may require a construction permit.

GRANT LETTER PROVIDED TO SUCCESSFUL APPLICANTS:

- A grant letter is mailed to successful applicants, which includes details about the process, as well as the contribution amounts by Bruce County, the applicant and others (i.e. Huron-Kinloss or South Bruce Peninsula).
- Bruce County will offer to make a contribution of up to the amount proportionate to the project costs and individual grant maximums to the Recipient for the purposes described in

the application form and 'Annex 1: The Project - Statement of Work' stated on the letter, upon the outlined terms and conditions on the letter.

SUBMIT PROJECT COMPLETION FORM ONLINE:

- In order to remain eligible, please fill out the Project Completion Form online once your project is complete.
- You will need to submit all final invoices and a high resolution after photo in the online form.

PLEASE CONTACT US IF YOU REQUIRE ASSISTANCE AT
1-800-268-3868 OR INFO@SPRUCETHEBRUCE.COM