



## Façade Development and Safety Enhancement Grant Program

### GUIDELINES

<p><b>PURPOSE AND GOAL</b></p> <ul style="list-style-type: none"> <li>● To provide assistance to commercial property and business owners within the Business Improvement Area (BIA) with façade and safety enhancements.</li> <li>● Our goal is to improve the overall attractiveness of the BIA as a shopping destination, to decrease the number of vacant buildings by attracting and retaining tenants, and to build and reinforce a greater sense of community in the downtown while promoting environmentalism and supporting local workmanship.</li> <li>● We wish to help commercial property and business owners realize the potential of their properties in the most sustainable and energy-efficient ways possible, in order to create a more beautiful, green and welcoming downtown.</li> </ul>
<p><b>ELIGIBLE PROPERTIES</b></p> <ul style="list-style-type: none"> <li>● All existing commercial properties within the BIA are eligible to apply for this program.</li> <li>● The grants are assigned on a per property parcel basis. One owner may submit one application per property, and tenants may submit one application per rental property.</li> </ul>
<p><b>ELIGIBLE APPLICANTS</b></p> <ul style="list-style-type: none"> <li>● Applicants must be either the commercial property owner or the business owner.</li> <li>● If the applicant does not own the property, they must submit written consent from the property owner and confirmation that the improvements will be paid for by the applicant.</li> </ul>
<p><b>ELIGIBLE FAÇADE AND SAFETY ENHANCEMENTS</b></p> <ul style="list-style-type: none"> <li>● All projects must serve to enhance the physical look of the BIA and/or enhance safety aspects of the property.</li> <li>● Enhancements to exterior architectural and decorative details, landscaping, signage, painting, exterior surfaces, windows, doors, entranceways, awnings, and security features (cameras, access control systems, doors, locks, alarm systems, lighting, fencing, etc.) are all eligible projects for grant consideration. This list is not all-encompassing; other modifications may be considered.</li> <li>● Priority will be given to improvements using local, durable, low maintenance and environmentally friendly materials.</li> </ul>

#### GRANT AMOUNTS

- Successful applicants are eligible to receive up to 50% of the total costs of improvements (excluding the HST) up to a maximum of \$3,000.
- **Grants will be given on a first come first-serve basis until the annual budget allocation has been depleted. They will be valid for the current year only, and they will not be subject to automatic renewal. One owner may submit one application per property, and tenants may submit one application per rental property.**

#### PROCEDURE

- A completed and signed application form along with all supporting documentation must be submitted to Downtown Moncton Centre-ville Inc. (DMCI) **prior** to the commencement of any work.
- Two different sets of contractor quotes must accompany the application form.
- **Grants will be given on a first-come first-serve basis until the annual budget allocation has been depleted. They will be valid for the current year only, and they will not be subject to automatic renewal. One owner may submit one application per property, and tenants may submit one application per rental property.**
- **All approved projects must be completed by October 15, 2021. No extensions will be permitted.**
- Submission of a completed application form with all supporting documentation **does not guarantee** the applicant's acceptance into the program.
- Unsuccessful applicants will be informed by email or regular mail and are eligible to reapply the following year.
- In the case of an application submitted by a DMCI board member, the application will be reviewed by the DMCI Executive Committee to ensure all criteria have been met.

#### CONDITIONS

- The BIA levy for the property in question must be up to date and paid in full for the previous year.
- Two different sets of contractor quotes must accompany the application form.
- Applications including written cost estimates must be submitted **prior** to the commencement of any work.
- If applicable, all work **must** receive necessary heritage and design approval, as well as building permits from the City of Moncton. **Please contact the City of Moncton's Building Inspection Department at 856-4375.**
- The applicant is responsible for obtaining all necessary documentation, permits and estimates and should consider the additional time required to obtain such documents when applying for this program.
- Successful applicants must present a certificate of completion to DMCI (copy of permits and necessary documentation) along with proof of payment for reimbursement to occur. Proof that improvements have passed final inspections may also be necessary.
- Applicants are required to provide a progress report at 80% completion of the project.
- **All approved projects must be completed by October 15, 2021. No extensions will be permitted.**