



#KilmarnockStrong

Kilmarnock Façade Refreshment Grant Application

I. Program Goal

The Town of Kilmarnock is pleased to offer property and business owners the opportunity to apply for a façade and landscaping grant. Through this grant, the town hopes to promote continued development and build on previous investments through restoration and preservation of commercial buildings.

Priority for grant funds shall be given to projects that include the creation of non-disposable, tangible assets. Examples include façade improvements, signage, and landscaping. Types of permitted improvements would include: new paint, awnings, and sign decals, amongst others. Projects that would be considered routine maintenance, such as window washing, are not eligible.

The Town of Kilmarnock should be consulted before initiating any façade and/or signage work to ensure applicability for the grant. Approved applicants are will be reimbursed upon completion of the project and will be required to provide all necessary receipts of the work.

DEADLINE TO APPLY IS JULY 31, 2021.

II. Disbursement of Funds

- The Kilmarnock Façade Refreshment Program is a matching, reimbursement program which requires the applicant to make the initial investment of the full project costs
- This program provides 50/50 matching grants, starting at a minimum of \$500 (for \$1,000 in total work), and up to a maximum amount of \$2500 (for \$5,000 in total improvements).
- These grants will be issued on a first-come, first-served basis, with the period for eligibility beginning April 12th, 2021 and ending on December 31st, 2021.
- Grant money may be applied to a building improvement, landscaping, or sign projects.

III. Eligibility Requirements

- The applicant may be the property owner or tenant. A tenant must have the property owner's signed approval.

- The applicant will be paid upon the completion of the project and submission of all receipts for work performed.
- This grant is not limited to the Steptoe's District and, pending approval, is available to any commercial structure within Kilmarnock's town limits.
- These out of pocket expenses will be reimbursed from a receipt issued by a third party. Property owner or occupant cannot do the work themselves and submit an invoice for the work.

IV. Ineligible Organizations

- Businesses with no employees
- Independent contractors operating multilevel or network marketing business (such as Avon, Mary Kay, etc.)
- Independent contractors working on gig platforms (such as Airbnb, Uber, Lyft, etc.)
- Home-based businesses
- Nonprofit organizations
- Banks, businesses engaged with speculation or real estate
- Franchises not headquartered in Town of Kilmarnock corporate limits

V. Eligible Use of Funds

- Façades proposed for improvement must be visible from the public right of way
- Property must be current with town taxes and fees
- Property may not have outstanding codes violations* (exception: grant money will be used to rectify)
- Property is identified as commercial, industrial, office, or mixed-use
- Property is an existing improvement - new construction is not eligible

VI. Reimbursable Costs

Allowable Improvements

- Contracted labor related to any eligible improvements (including project management fees)
- Decorative fencing, railings, or Juliet balconies
- Exterior lighting
- Exterior painting
- Landscaping
- Improvements in response to code violations*
- Installation, repair or replacement of exterior signage
- Permanent hardscape improvements (i.e., cement pots or fixed planter boxes)
- Public art
- Removal/replacement of architecturally inappropriate or incompatible exterior finishes and materials or signs
- Restoration of architectural details or removal of materials that cover architectural details
- Repair and/or replacement of windows and exterior doors

Prohibited Improvements

- Interior improvements

- Mechanical and HVAC systems
- New construction
- Security systems (i.e., cameras, window bars, etc.)

VII. Façade Application

DATE OF SUBMISSION: _____

APPLICANT: _____

DEADLINE TO APPLY IS JULY 31, 2021

PLEASE INDICATE IF YOU ARE THE PROPERTY OWNER (CIRCLE ONE) YES NO

If you are not a property owner, please attach a consent letter from the property owner stating that you have approval on the proposed project.

Physical Location: _____

Mailing Address: _____

Tax Map #: _____ Business Phone #: _____

Email (if applicable): _____

Type of Improvements. Check all that apply.

Sign: _____ Landscaping: _____ Site Accessories: _____

Lighting: _____ Façade Renovation: _____

Other: _____

Please provide a brief description of the work to be done.

Project Start Date: _____

Project Completion Date: _____

Total Cost of Improvements _____ (50% match, up to \$5,000 in total costs)

Total Grant Amount Requested (50% match): _____ (not to exceed \$2,500)

Signature: _____ Date: _____

Business Name/DBA: _____

If you have any questions, please contact:

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