



GRANT APPLICATION FORM

TOWN OF GRAVENHURST Economic Development Division 3-5 Pineridge Gt., Gravenhurst, ON P1P 1Z3 Telephone: 705-687-3412 ext. 2280	DATE RECEIVED: _____ PRECONSULTATION DATE: _____ APPLICATION NUMBER: _____
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INSTRUCTIONS: Original or Digital copies of the completed forms can be submitted to the Town of Gravenhurst. Please refer to the adopted Community Improvement Plan for details of incentive programs and grant eligibility requirements. Applicants are encouraged to pre-consult with Town Economic Development Staff prior to submission.

1. PROPERTY DESCRIPTION (*must be located in Community Improvement Project Area – see map*)

Please describe what the property looks like and how it is being used today (consider: building/business sq footage, building condition, what business is conducted on the property daily, whom the business serves and how, how long the business has been established).

Address: _____
Legal Description: _____
Tax Roll Number: _____ Postal Code: _____

2. APPLICANT (*written authorization from the building owner is required if applicant is tenant*)

Name: _____
Business Name: _____
Address: _____ Postal Code: _____
Main Phone #: _____ Secondary Phone #: _____
Email Address: _____

3. REGISTERED OWNER (if different from applicant)

Name: _____
 Address: _____ Postal Code: _____
 Main Phone #: _____ Secondary Phone #: _____
 Email Address: _____

4. PLEASE IDENTIFY THE PROGRAM(S) YOU ARE APPLYING FOR, AND THE GRANT AMOUNT REQUESTED

NOTE: that the grant amount is 50% of the project cost to a maximum amount set out for each program and a total of \$15,000 per property.

	Amount requested (See Page 4 for Maximum \$)
<input type="checkbox"/> Building Façade Improvement Grant (Front/Main Façade)	\$ _____
<input type="checkbox"/> Building Façade Improvement Grant (Rear/Side Wall)	\$ _____
<input type="checkbox"/> Commercial Safety and Technology Grant	\$ _____
<input type="checkbox"/> Landscaping and Property Improvement Grant	\$ _____
<input type="checkbox"/> Outdoor Patio Grant	\$ _____
<input type="checkbox"/> Planning Application/Building Permit Fee Grant	\$ _____
<input type="checkbox"/> Planning/Design and Drawing Grant	\$ _____
<input type="checkbox"/> Residential Conversion/Rehabilitation Grant	\$ _____
<input type="checkbox"/> Signage Improvements Grant	\$ _____
<input type="checkbox"/> Structural Improvement Grant	\$ _____
<input type="checkbox"/> Heritage Restoration Grant	\$ _____
<i>Grants below are automatically calculated based on project type and final value of project or assessment.</i>	
<input type="checkbox"/> Development Charges Rebate	\$ _____
<input type="checkbox"/> Heritage Property Tax Relief Grant	\$ _____
<input type="checkbox"/> Property Tax Increment Grant	\$ _____
Total:	\$ _____

5. INFORMATION ATTACHED

Copies of the following information must be attached to this application:

- Project Description (see below)
- Building permit application (if applicable);
- Architectural or engineered drawings, renderings and/or other materials showing the proposed work (e.g. site plan, elevation drawings, etc.), if applicable;
- Photos of items to be addressed through the grant application (i.e. existing façade, landscaping, signage, etc.); and/or
- Other information (determined through initial consultation with Town staff)

6. PROJECT DESCRIPTION(S)

Please attach a detailed description of your proposed improvements. This description should include identification of materials to be used, colours that will be used and full details of the project. You must also attach photographs of the property to help describe the proposed improvement(s). This description will assist the committee in evaluating the project.

7. PROJECT IMPACT

Please enclose/attach/provide a description of the benefits the proposed work will have on the property, the business, and the community of Gravenhurst (ex. Improve the appearance/curb appeal of the building, improve business image, improve areas of service, improve customer experience, increase accessibility, create new jobs).

8. ADDITIONAL COMMENTS

Please provide any additional comments, information, or ongoing projects to support the funding application request.

9. WORK ESTIMATE(S)

Please attach copies of a minimum of two estimates prepared by qualified contractors for each component of the proposed improvements. Eligible costs shall be the cost of materials, equipment and contracted labour to complete improvements. If you are applying for more than one grant you will need estimates for each. Professional fees such as Architect's, Engineer's and Solicitor's fees are not considered to be eligible costs (except for the Planning and Design Study/Drawings Grants, in which case the design fees (Architect or Engineer) are eligible. ***Please list estimated dates of when proposed improvements are expected to start and be completed.***

10. PERMITS

Work to be completed through this application **cannot be started** until after a completed application has

been submitted for the requested funding assistance from the Town of Gravenhurst. All required permits must be obtained prior to initiation of the proposed works.

11. SIGNATURES AND AUTHORIZATION

I/We hereby declare that all of the above statements and the statements contained in all of the supporting documentation submitted herewith as part of this application are true. Further, I/we acknowledge that any modifications to any approved proposals or plans may require approval of the Committee. By signing this application you acknowledge that it is a public record and some information may be released.

Date

Signature of Applicant(s) (if not property owner)

Print Name

Owner Authorization (if the applicant is *not* the property owner):

Date

Signature of Property Owner(s)

Print Name

COMMUNITY IMPROVEMENT PLAN – SUMMARY OF FINANCIAL INCENTIVES

	Program	Amounts
A	Study/Predevelopment Incentives	
i	Planning/Design Study and Drawing Grant	Grant of 50% of eligible costs related to preparing necessary plans and drawings for improvements to a maximum of \$1,500.
ii	Planning Application/Building Permit Fee Grant	50% up to a maximum of \$3,000 for eligible Building Permit Fees and/or 50% a maximum of \$1,000 for eligible Planning Application Fees.
B	Building/Property Improvement Incentives (construction)	
i	Building Façade Improvement Grant (Front/Main Façade)	Grant of 50% of façade improvements to a maximum of: <ul style="list-style-type: none"> • \$7,500 for a one-storey façade, up to 10 metres in width; • \$10,000 for a two-storey façade or over 10 metres in width.
ii	Building Façade Improvement Grant (Rear/Side Façade)	Grant of 50% of façade improvements to a maximum of: <ul style="list-style-type: none"> • \$7,500 per side/rear façade.
iii	Commercial Safety and Technology Grant	Grant to a maximum of \$3,000 dollars for new technology implementation, some examples include: <ul style="list-style-type: none"> • Free Public Access Wifi; • Digital readiness assessments; and/or • Digital surveillance systems
vi	Landscaping and Property Improvements Grant	Grant of 50% to a maximum of \$4,000.
vii	Outdoor Patio Grant	A one-time grant of 50% up to a maximum for \$4,000, and maximum of 10% for furniture.
viii	Residential Conversion/ Rehabilitation Grant	Grant of 50% to a maximum of \$5,000 per dwelling unit or new commercial unit created (to a maximum of \$10,000)
viii	Signage Improvement Grant	Grant of 50% to a maximum of \$3,000. Subsequent or replacement signs would be eligible to 50% up to a maximum of \$1,000.
X	Structural Improvement Grant	Grant of 50% to a maximum of \$7,500.
IX	Heritage Restoration Grant	Grant of 50% to a maximum of \$7,500.
C	Tax Increment/Development Charge Incentives	
i	For details please see Community Improvement Plan available on the Town website. Paper copies are available for viewing at the Town of Gravenhurst municipal office.	



COMMUNITY IMPROVEMENT PLAN AREA

