



# Route 29 Business Beautification Mini-Grant Program

# *Route 29 Business Beautification Mini-Grant Program*

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## *PURPOSE*

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- 1) Purpose: The purpose of the Route 29 Business Beautification Mini-Grant program is to assist businesses along the corridor to make improvements to the overall appearance of their property. The goal of the grant program is to enhance the sense of community and environmental wellness of the corridor with sustainable community planning.

The geographic boundaries of the Route 29 Business corridor extend from the James River to Route 657 Cedar Gate Road. The boundary also includes Route 163 (Old Route 29) from the James River to the terminus of Route 29 Business; and Route 210 and Route 130 as it lies between Route 29 and Route 29 Business.

- 2) Project Description: Each community has unique needs. The committee wants to encourage community members to take pride in and responsibility for their property that fronts on Route 29 Business. Examples of qualifying improvements could be: sign replacement and restoration, landscaping, removal of blight, façade improvement, landscaping and tree planting, fresh paint on a building, curb painting and repairs, parking lot improvements, fencing to hide unattractive storage of supplies or waste.
- 3) Guidelines: In order to compete for grant funds, the applicant must complete a Route 29 Business Beautification Mini-Grant Program application. It should be submitted to the Community Development Department. Once complete, the item will be presented at the monthly meeting of the Route 29 Business Beautification Committee. The applicant must match dollar for dollar the grant amount, up to \$1,000 from the County if the grant is approved. One application is allowed per property per year or as allowed by the Route 29 Business Beautification Committee. The committee can only approve projects as the funds are available. The application can be found on the county website at the “How Do I?” tab. Grant funding is approved in advance of the project and paid upon presentation of invoices or receipts for work accomplished.

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**APPLICATION**

*NOTE: Please attach additional sheets if needed to fully answer the questions below.*

Address of Property: \_\_\_\_\_ Tax Map #: \_\_\_\_\_

Name, Title, Address, Email & Phone Number for TWO Points of Contact for this Project

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

3. Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***NOTE: Project must be maintained for a minimum period of five (5) years.***

4. Project date: \_\_\_\_\_ Project completion date: \_\_\_\_\_

5. Names of applicable community partners/sponsors: \_\_\_\_\_

**Record of project, volunteer and partner or sponsor support will be maintained for five years. Must be signed by applicant, committee chair and County's Finance Director.**

\_\_\_\_\_  
Signature of Applicant          Printed Name          Title & Date

\_\_\_\_\_  
Committee Chair          Printed Name          Committee Name & Date

\_\_\_\_\_  
Finance Director          Printed Name          Title & Date

## *Route 29 Business Beautification Mini-Grant Program*

### **PROPOSED PROJECT BUDGET**

- A. **Description of Budget Items:** List each resource needed to complete your project.
- B. **Grant Funds:** Enter the amount of County money you will spend on this item. County will match up to \$1,000.
- C. **Other Sources:** Enter any cash contributions, etc., received from partners or sponsors.
- D. **In-kind Labor:** Enter the value of the donated goods, services from partners or sponsors and volunteer labor. *(Please note volunteer labor should be valued at \$20.00 per hour.)*
- E. **Total:** Calculate the total cost.

A. Description of Budget Items	B. Route 29 Business Beautification Mini-Grant Program	C. Cash from Other Sources	D. In-kind Goods/Services (include volunteer hours at \$20.00 per hour)	E. Total
<b>TOTAL BUDGET</b>	\$	\$	\$	\$

*Please note that the sum of Columns B,C and D must equal that of Column E.*

*Route 29 Business Beautification Mini-Grant Program*  
**LETTER OF INTENT**

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*NOTE: This form is to be completed by partners or sponsors of the corridor project.*

This letter is to confirm that my organization, \_\_\_\_\_,

(Name)

will participate as a partner or sponsor with the Route 29 Business Committee

in the implementation of its following Route 29 Business Beautification Mini-Grant Program Project:

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(Name of Project)

Our contribution will consist of (please check all that apply):

Cash amount of \$ \_\_\_\_\_

In-kind Services/Goods of: \$ \_\_\_\_\_

The market value of this organization's in-kind contribution is \$ \_\_\_\_\_

We look forward to working with this property owner on this project and will participate in upcoming publicity events for the Route 29 Business Beautification Mini-Program.

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(Signature)

Please Print:

Name & Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

E-Mail address \_\_\_\_\_

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**PROJECT COMPLETION REPORT**

**Submit to:**

Amherst County Community Development  
153 Washington Street  
P.O Box 390  
Amherst, VA 24521  
Phone 434-946-9303 Fax: 434-946-9370

Address of Property: \_\_\_\_\_

Project Title: \_\_\_\_\_

1. The project was completed on \_\_\_\_\_.
2. We spent the grant allotted funds as follows: (Receipts are attached)  
\_\_\_\_\_
3. Photos of the completed project are attached:  Yes  No
4. Our partners or sponsors, if any, provided assistance as follows:  Not Applicable  
\_\_\_\_\_
5. Actual hours contributed by volunteers \_\_\_\_\_ (add attachment if needed)
6. We recommend the following changes to the Route 29 Business Beautification Committee:  Not Applicable  
\_\_\_\_\_  
\_\_\_\_\_

By signing below, I affirm and represent that I am the \_\_\_\_\_ (insert name of applicant) of the \_\_\_\_\_ (address). On behalf on the Committee's rights to the photograph(s) submitted with this report and has obtained all necessary permission and consent from any and all persons appearing in the photograph(s). On behalf of the Committee and in consideration of the grant funds received by the Committee's rights to the photograph(s) and grant them to the County.

\_\_\_\_\_  
Signature Printed Name Title & Date