



Route 29 Business Beautification Mini-Grant Program

Route 29 Business Beautification Mini-Grant Program

PURPOSE

- 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. One approved application per property, every 12 months 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.
- 4) Funding Match: The County and Economic Development Authority (EDA) will match up to \$5,000 on qualifying projects. For example, if a property owner invested \$5,000 in a project and was pre-approved by the Route 29 Business Beautification Committee, the County could fund \$2,500 and the Economic Development Authority could fund \$2,500. Project matches cap out at a \$5,000 totaling both County and EDA funds.

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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

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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 \$5,000 (provided funds are available).
- 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
TOTAL BUDGET	\$	\$	\$	\$

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

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LETTER OF INTENT

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:

(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.

(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