

# Glover Park Main Street Façade Improvement Grant Program

## What is the Façade Improvement Grant Program?

In an effort to stimulate improvements to the appearance and atmosphere of the Glover Park commercial district, Glover Park Main Street (GPMS) offers grants for improvement work to the exterior of commercial buildings in the commercial zone. This may include a new sign or awnings, painting, or eliminating blight.

GPMS will reimburse program participants up to 100% of the cost of a project, not to exceed \$7000 per business in any 12-month period.

Grants provided under this program are to be used for materials and labor for improvements and construction to the exterior facades of businesses in the Glover Park commercial zone.

## Who can apply for funding?

Building owners and tenants within the Glover Park commercial district are eligible to apply for participation in this program. Tenant applicants are required to submit written evidence of building owner's approval of the proposed work.

## Are there design guidelines?

Projects must conform to the DCRA signage regulations and be appropriately permitted. Projects must also meet the approval of GPMS. GPMS staff are available for assistance.

### Eligible Projects

Signs  
Awnings  
Exterior Painting  
Window Repair/Restoration  
Repair/Restoration of Architectural Details  
Repointing Stone and Brick  
Exterior Cleaning

### Ineligible Projects

Roof Repairs  
Interior Improvements  
Electrical Work not related to signs/lighting  
Inappropriate Materials  
Sandblasting  
Temporary Signs  
Temporary Window Displays

## How are projects selected for funding?

Projects will be selected based on their adherence to the DC Sign Guidelines and the improvement's impact on the area. Grants will be awarded on a rolling basis. GPMS reserves the right to deny or amend an application for any reason, including based upon the reservation of funds for potential projects that would have, in the Main Street's evaluation, the greatest impact on Glover Park.

## How is the money awarded?

GPMS may decide to commission a specific improvement project. In that circumstance, GPMS will work with the business/property owner on the next steps and will select and pay vendors directly.

For projects not directed by GPMS, the applicant is required to pay for the entire project and will be reimbursed the cost of the improvement up to the approved, specified amount. Following project completion, GPMS will inspect project work to ensure compliance with the approved design. Upon

project completion, the applicant is required to submit an invoice and any/all receipt(s) for materials, which are to be reimbursed for the grant, and a copy of required signed permit(s).

Any unauthorized design changes may disqualify the applicant from the program and reimbursement.

### **How does the application process work?**

Interested businesses should complete and submit the grant application by close of business, **Monday, March 16.**\* GPMS will review applications and approval will be made by the Board of Directors. Upon approval, the applicant will receive a letter of commitment from GPMS for the specified grant amount, including information on any other requirements. The applicant can then proceed with necessary permitting and city review processes.

Awardees will be announced during the first week of April.

*\* - As GPMS is in its first operating year, the timeframe to select and award sub-grants is condensed. More time will be allotted in FY21 for interested businesses to apply.*

### **All applicants will be required to comply with the following procurement requirements:**

1. Complete and submit the grant application by close of business 03/16/20.
2. Where applicable, the applicant must obtain a bid and/or proposal from a manufacturer/contractor/vendor that specifically states the type and quantities of materials purchased and the total cost, including labor. Several bids are recommended for educational purposes but are not required.
3. For applicants requesting sub-grant funds, the bid proposals for the cost of materials must be submitted, along with the application, for approval before close of business 03/16/20. No purchase commitment shall be made until approval has been received.
4. For applicants seeking reimbursement, you must submit a copy of your receipt(s) along with a copy of any permits issued by Department of Consumer & Regulatory Affairs (DCRA) once the project is complete. You will be reimbursed after inspection by GPMS.

Contact Glover Park Main Street with any questions.

Attn: Kate Dean

[kate@gloverparkmainstreet.org](mailto:kate@gloverparkmainstreet.org)

202.455.6101

# Façade Improvement – Grant Application

Must be submitted by COB 03/16/20

Date:

Name of applicant:

Applicant is the:  property owner  business owner  other:

Name of business:

Business address:

Phone:

Email:

***Property owner's name, address, and phone number (if different from applicant):***

Name:

Business name:

Address:

City:

State:

Zip

Phone:

Email:

**Proposed improvement:**

Please provide a brief written description of the storefront improvement project:

Total improvement cost: \$

Grant amount requested: \$

Proposed start date:

Proposed completion date:

To be considered, please attach a copy of a cost estimate from a contractor. Provide a cost breakdown by major category, such as paint, repointing, window restoration, labor, etc, and attach it to this application.

*I, the undersigned, affirm that the information submitted herein is true and accurate to the best of my knowledge. I have read and understand the conditions of the GPMS facade grant and agree to abide by its conditions and guidelines. The owner of the project building, if not me, is in agreement with this facade project.*

Signature:

Name:

Date:

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**Grant Application Checklist:**

- Complete and sign grant application
- Include contractor proposal with cost breakdown (materials, labor)
- Attach available design of the facade improvement
- Attach executed lease
- Attach signed permission from building owner, if applicable

**Send the completed grant application to:**

*Glover Park Main Street  
2201 Wisconsin Ave. NW, #200  
Washington, DC 20007*

*or electronically submit to [kate@gloverparkmainstreet.org](mailto:kate@gloverparkmainstreet.org).*

*Questions? 202.455.6101 or email.*