



# Town of Mayerthorpe

**Policy Manual**  
**Section: Economic Development**  
**Policy VIII-002**

<b>TITLE:</b>	Vitalization Grant Program
<b>POLICY NO.:</b>	VIII-002
<b>APPROVAL</b>	July 14, 2014
<b>EFFECTIVE DATE:</b>	July 14, 2014
<b>AMENDED DATE:</b>	March 25, 2019 February 22, 2021 February 28, 2022
<b>REVIEW DATE:</b>	November 17, 2014 March 19, 2019 February 16, 2021 February 22, 2022
<b>SUPERSEDES POLICY NO.:</b>	

**POLICY STATEMENT:** The Town of Mayerthorpe may have funding available for local businesses located in the Town's commercial districts who wish to vitalize the exterior appearance of their building.

**PURPOSE:** To establish guidelines for applications to access funding for improvements to the exteriors of commercial businesses and the review and decision-making regarding grant funding.

## **GENERAL PROVISIONS**

The process for providing grant funding will be transparent and open.

Funding will be provided only within the limits of budgeted amounts approved by Council.

Applications to the Vitalization Grant Program will be considered on a case-by-case basis.

Council will review all applications to the Vitalization Grant Program and recommend allocations to Council for approval.



Council reserves the right to recommend to:

- refuse any application;
- impose conditions of whatever nature or kind that they deem appropriate;
- assess the reasonableness of costs and which costs are eligible under the terms of the program;
- limit financial support based on project benefits and funds available.

**DEFINITIONS:**

1. Vitalization: To modernize, update, and enhance storefront façades. Repainting in a new modern tone. Enhance store's main entrance accessibility. Replace storefront broken window(s).
2. Maintenance: The act of maintaining existing storefront(s) ie. repairing of existing: doors, signs, soffit, fascia, eavestrough, decks, walkways, etc.
3. Storefront: Shall mean front side of a store where the main entrance to the store exists.

**PRINCIPLES:**

1. All submissions must be completed in writing and include all required supplementary documentation, including budget. Council may request additional information in support of the project.
2. Applicants can receive only one grant from this reserve per calendar year.
3. Refused grant applications are eligible for resubmission in the next calendar year.
4. Funds must be used for enhancement of existing store fronts and cannot be used to fund new projects, with the exception of new signage, or projects that a business would normally be expected to provide (e.g. Maintenance, requirements of a development permit, etc.)
5. A maximum of 25% of the total project cost up to a maximum of \$2,500.00



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will be granted.

6. Requests for over \$2,500.00 will be considered only if there is a demonstrated special need.
7. Unused grant funds at the end of each year will be added to an Economic Development Reserve Fund.

End of Policy.