

# Storefront Improvement Grant Guidelines

Improving local storefronts

## APPLICATION MUST BE PRE-APPROVED

### A. Purpose

1. To improve the storefront presentation
2. To assist local business and property owners in reducing the cost of capital improvements that increase the visual appeal of a building

### B. Goals

1. To improve the visual appearance of storefronts in Cavalier
2. To incentivize continued revitalization of Cavalier's business district
3. To encourage new businesses to relocate to vacant buildings
4. To lower the cost of property improvements for business owners
5. To assist businesses in expanding their customer base

### C. Overview

1. Matching grant of up to \$3,000, but no more than 20% of the cost of improving business's storefront
2. Cavalier city council determines grant awardees by a majority vote
3. Applicants must have a valid ND sales and use tax permit, if applicable
4. Applicants must be either commercial property owners
5. Proof of property ownership or lease terms may be required in order to process the grant application
6. Disbursement of grant award will occur after the approved project is completed and all applicable receipts are submitted
7. All work must be completed within one (1) year of the application being approved unless prior authorization is received
8. Approved improvements must be maintained for at least three (3) years or the grant dollars may be recalled
9. The City of Cavalier may request a review of the applicable improvements by a certified code enforcer at the expense of the applicant prior to finalizing the grant award
10. A business and/or property owner can receive the grant once every five (5) years with a maximum lifetime award of \$7,000
  - i. If the property or business is sold or rented, the new proprietor is fully eligible for the grant with the lifetime award being reset
11. **Work shall not commence prior to application approval**
12. Purchases must be made in Cavalier unless prior authorization is received
13. Sales tax dollars are not reimbursable

### D. Eligible activities include but are not limited to

1. External doors or windows
2. Awnings or canopies
3. Signs
4. Permanent outdoor lighting
5. Paint
6. Reconfiguration of entrances