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Business Revitalization Grant

The Business Revitalization Grant applies to improvement expenses related to the **exterior** of the building or property for **business expansion or revitalization**.

Need to Know

- A property is eligible for grant funding once every **5 years** for similar projects.
- A project must have a **minimum total value of \$5,000** of eligible costs to qualify.
- **No work can be performed** until the grant application has been **approved**.
- Required permits (e.g. development permits) **must be obtained** before the project begins.
- Any project contractor must have a Town **business license** for the expense to be eligible.
- Successful applicants **must acknowledge** the Town in promotional materials.

Eligible Expenses

The grant can help fund **EXTERIOR** building and property improvements that enhance:

AESTHETICS

Make your business more attractive



ACCESS

Make your business easier to enter for all ages and abilities



SECURITY

Make your business more secure with CPTED improvements



CPTED is crime prevention through environmental design.

SAFETY

Make your business safer to access



Eligible expense types include:

- Direct project labour costs,
- Design, architectural or engineering fees, related to the eligible improvement,
- Contractor fees,
- Rental of tools and equipment,
- Project related materials and supplies, and
- Shipping and freight.

GST is not an eligible expense, unless the business is a GST non-registrant.

Grant Amount

- Minimum: \$2,500, Maximum: \$25,000
- Up to 50% of the total project cost for the first \$5,000 in costs.
- Up to 25% of the remaining total project cost up to the maximum grant amount.

Eligibility Criteria

- The applicant must:
 - Be the property owner or have the property owner's written authorization;
 - Submit a complete application for an eligible project; and
 - Meet any additional application requirements as specified by the EDC review committee.
- The affected business shall not be a corporate outlet but may be a locally owned franchise.

Application Requirements

Applications must include:

1. A complete application form - found at peacriver.ca/grants/business-grants-program/.
2. **Photos** that show the property and its context.
3. A description of the project, including its benefits.
4. Detailed cost estimates from separate contractors
 - a. One quote must be provided for individual costs less than \$5,000.
 - b. Two quotes must be provided for individual costs greater than or equal to \$5,000.
 - c. Costs of materials proposed to be supplied by the applicant may be eligible for reimbursement at cost only.

When the improvements affect the site or alter the structure, applications must include:

1. A Site Plan that shows the proposed site improvements; and
2. Drawings that show the proposed design. Construction drawings are acceptable.

Not required when the project is limited to non-structural aesthetic improvements.

Reporting & Funding

- Projects must be completed **six months** from approval. In certain circumstances up to a six-month extension may be approved.
- Grant funds are provided after the project is **complete** and a **Grant Report** is submitted.

Meet with us!

Applicants are encouraged to meet with TPR staff to review the program and your project before submitting an application. Email ecdev@peacriver.ca to schedule a meeting.

This information sheet summarizes the Business Grant Program Policy P-64-104-B. Decisions of the Town and the Economic Development Committee are bound by the Policy. Find the complete Policy document on the Town's website.