**Town of Gravenhurst Community Improvement Plan**

# 2025

# GRANT APPLICATION FORM

TOWN OF GRAVENHURST

Economic Development Division

3-5 Pineridge Gt., Gravenhurst, ON P1P 1Z3 Telephone: 705-687-3412 ext. 2280

DATE RECEIVED:

PRECONSULTATION DATE:

APPLICATION NUMBER:

**INSTRUCTIONS:** Original or Digital copies of the completed forms can be submitted to the Town of Gravenhurst. Please refer to the adopted Community Improvement Plan for details of incentive programs and grant eligibility requirements. Applicants are encouraged to pre-consult with Town Economic Development Staff prior to submission. **Deadline for applications is December 15, 2025.**

1. **PROPERTY DESCRIPTION** (*must be located in Community Improvement Project Area – see map)*

Please describe what the property looks like and how it is being used today (consider: building/business sq footage, building condition, what business is conducted on the property daily, whom the business serves and how, how long the business has been established).

1. **APPLICANT** (*written authorization from the building owner is required if applicant is tenant*)

Name: Business Name: Address: Postal Code: Main Phone #: Secondary Phone #: Email Address:

Address:

Legal Description:

Tax Roll Number:

Postal Code:

1. **REGISTERED OWNER** (*if different from applicant*)

Name:

Address: Postal Code:

Main Phone #:

Secondary Phone #:

Email Address:

## PLEASE IDENTIFY THE PROGRAM(S) YOU ARE APPLYING FOR, AND THE GRANT AMOUNT REQUESTED

***NOTE: that the grant amount is 50% of the project cost to a maximum amount set out for each program and a total of $15,000 per property.***

## Amount requested

(See Page 4 for Maximum $)

* Building Façade Improvement Grant (Front/Main Façade) $
* Building Façade Improvement Grant (Rear/Side Wall) $
* Downtown of Tomorrow Grant $
* Landscaping and Property Improvement Grant $
* Outdoor Patio Grant $
* Planning Application/Building Permit Fee Grant $
* Planning/Design and Drawing Grant $
* Residential Conversion/Rehabilitation Grant $
* Signage Improvements Grant $
* Structural Improvement Grant $
* Heritage Restoration Grant $

*Grants below are automatically calculated based on project type and final value of project or assessment.*

* Development Charges Rebate $
* Heritage Property Tax Relief Grant $
* Property Tax Increment Grant $

**Total*:*** $

## INFORMATION ATTACHED

Copies of the following information must be attached to this application:

* Project Description (see below)
* Building permit application (if applicable);
* Architectural or engineered drawings, renderings and/or other materials showing the proposed

work (e.g. site plan, elevation drawings, etc.), if applicable;

* Photos of items to be addressed through the grant application (i.e. existing façade,

landscaping, signage, etc.); and/or

* Other information (determined through initial consultation with Town staff

## PROJECT DESCRIPTION(S)

Please attach a detailed description of your proposed improvements. This description should include identification of materials to be used, colours that will be used and full details of the project. You must also attach photographs of the property to help describe the proposed improvement(s). This description will assist the committee in evaluating the project.

## PROJECT IMPACT

Please enclose/attach/provide a description of the benefits the proposed work will have on the property, the business, and the community of Gravenhurst (ex. Improve the appearance/curb appeal of the building, improve business image, improve areas of service, improve customer experience, increase accessibility, create new jobs).

## ADDITIONAL COMMENTS

Please provide any additional comments, information, or ongoing projects to support the funding application request.

## WORK ESTIMATE(S)

Please attach copies of a minimum of two estimates prepared by qualified contractors for each component of the proposed improvements. Eligible costs shall be the cost of materials, equipment and contracted labour to complete improvements. If you are applying for more than one grant you will need estimates for each. Professional fees such as Architect’s, Engineer’s and Solicitor’s fees are not considered to be eligible costs (except for the Planning and Design Study/Drawings Grants, in which case the design fees (Architect or Engineer) are eligible. ***Please list estimated dates of when proposed improvements are expected to start and be completed.***

## PERMITS

Work to be completed through this application **cannot be started** until after a completed application has been submitted for the requested funding assistance from the Town of Gravenhurst. All required permits must be obtained prior to initiation of the proposed works.

## SIGNATURES AND AUTHORIZATION

I/We hereby declare that all of the above statements and the statements contained in all of the supporting documentation submitted herewith as part of this application are true. Further, I/we acknowledge that any modifications to any approved proposals or plans may require approval of the Committee. By signing this application you acknowledge that it is a public record and some information may be released.

Date Signature of Applicant(s) (if not property owner)

Print Name

Owner Authorization (if the applicant is *not* the property owner):

Date Signature of Property Owner(s)

Print Name

**COMMUNITY IMPROVEMENT PLAN – SUMMARY OF FINANCIAL INCENTIVES**

|  |  |  |
| --- | --- | --- |
|  | **Program** | **Amounts** |
| **A** | **Study/Predevelopment Incentives** | |
| i | **Planning/Design Study and Drawing Grant** | Grant of 50% of eligible costs related to preparing necessary plans and drawings for improvements to a maximum of $1,500. |
| ii | **Planning Application/Building Permit Fee Grant** | 50% up to a maximum of $3,000 for eligible Building Permit Fees and/or 50% a maximum of $1,000 for eligible Planning Application Fees. |
| **B** | **Building/Property Improvement Incentives (construction)** | |
| I | **Building Façade Improvement Grant (Front/Main Façade)** | Grant of 50% of façade improvements to a maximum of:   * $7,500 for a one-storey façade, up to 10 metres in width; * $10,000 for a two-storey façade or over 10 metres in width. |
| ii | **Building Façade Improvement Grant (Rear/Side Façade)** | Grant of 50% of façade improvements to a maximum of:   * $7,500 per side/rear façade. |
| iii | **Downtown of Tomorrow Grant** | Grant to a maximum of $3,000 dollars for new technology implementation, some examples include:   * Free Public Access Wifi; * Digital readiness assessments; and/or * Digital surveillance systems |
| Vi | **Landscaping and Property Improvements Grant** | Grant of 50% to a maximum of $4,000. |
| Vii | **Outdoor Patio Grant** | A one-time grant of 50% up to a maximum for $4,000, and maximum of 10% for furniture. |
| Viii | **Residential Conversion/ Rehabilitation Grant** | Grant of 50% to a maximum of $5,000 per dwelling unit or new commercial unit created (to a maximum of $10,000) |
| Viiii | **Signage Improvement Grant** | Grant of 50% to a maximum of $3,000. Subsequent or replacement signs would be eligible to 50% up to a maximum of $1,000. |
| X | **Structural Improvement Grant** | Grant of 50% to a maximum of $7,500. |
| IX | **Heritage Restoration Grant** | Grant of 50% to a maximum of $7,500. |
| **C** | **Tax Increment/Development Charge Incentives** | |
| i | For details please see Community Improvement Plan available on the Town website. Paper copies are available for viewing at the Town of Gravenhurst municipal office. | |

**COMMUNITY IMPROVEMENT PLAN AREA**

**![A map of a city

Description automatically generated]()**