



# \$50,000

## ANNAPOLIS ROYAL FAÇADE IMPROVEMENT PROGRAM

**Do you want to get your property gussied up for Canada's 150th in 2017?  
We want to help you do just that!**

The Annapolis Royal Façade Program assists business owners and building owners in the Town of Annapolis Royal by providing grants to improve the façades of buildings to enhance “curb-appeal” and “Get Gussied Up for 2017” to celebrate Canada’s 150th. The goal of the program is to refresh the look of our community and create a welcoming feeling for the expected increase in tourism in 2017.

### **PROGRAM DELIVERY & ADMINISTRATION**

This program is a joint partnership between the Town of Annapolis Royal and **AIRO (Annapolis Investments in Rural Opportunity)**, with support from the **Annapolis Home Hardware Building Centre**. The grants awarded will cover up to 50% of the **final actual cost** of an eligible project to a maximum of \$2,500 – projects over \$5,000 would be entitled to a maximum of \$2,500 of the matching funds. Here are two examples of possible projects:

Ms. Bonnie Business-Owner wants to paint the front of her building on St. George Street. The contractor’s quote is \$5,000. Ms. Business-Owner would apply to the Annapolis Royal Façade Program for a grant of \$2,500 – the maximum available. She would be responsible for the other half of the cost. If awarded the grant, Ms. Business-Owner would receive a cheque from the Town of Annapolis Royal when her painting project is completed.

Mr. Harry Home-Owner would like to replace his vinyl front door with a restored, heritage wooden door. The cost of the door is \$2,600 and he will be installing the door himself. Mr. Home-Owner would apply to the Annapolis Royal Façade Program for a grant of \$1,300 – 50% of the total cost of his project. He would pay the other \$1,300. If awarded the grant, Mr. Home-Owner would receive a cheque from the Town of Annapolis Royal when he has installed his door.

The grant cheque you get will reimburse you based on 50% of the **final actual cost** of your project, up to the original amount awarded and not exceeding a maximum of \$2,500. Grant amounts may be reduced for projects that come in under budget, but will not be increased for projects that come in over budget. For example:

Ms. Bonnie Business-Owner's project was approved for a grant of \$2,500 based on her project estimate of \$5,000. Her contractor came in under budget and the total cost of the project is now \$4,000. The cheque Ms. Business-Owner will receive from the Town of Annapolis Royal is for \$2,000 – 50% of the **final actual cost** of her completed project.

Mr. Harry Home-Owner was approved for a grant of \$1,300 – 50% of the total cost of his \$2,600 project. His contractor came in over budget and the total cost of the project is now \$3,000. The cheque Mr. Home-Owner will receive from the Town of Annapolis Royal is for \$1,300 – the total amount of the original grant amount awarded.

The total funds available are \$50,000, which allows the program to give grants to at least 20 properties. The total number of grants awarded will depend on the number of projects submitted.

The Town of Annapolis Royal and AIRO will jointly administer the program. Applications will be submitted to the Town and evaluated by a committee consisting of a member of Town Council and/or an appointed staff member, a member of AIRO, and a representative familiar with the preservation of built heritage in Annapolis Royal. The committee will use a scoring system to evaluate the applications – applications with the highest scores will be approved for grants.

Projects must not have started before September 1, 2016 and must be completed by June 30, 2017. Project completion will be verified by a representative from Town and from AIRO.

The Annapolis Home Hardware Building Centre, as a paint supply partner of this program, is generously offering 15% off of the regular retail price of paint in addition to their regular "Buy 6 Cans Get 1 Free" offer. You can take advantage of this offer by presenting your grant award letter from AIRO and the Town at the time of purchase. If you choose to take advantage of the offer a sign provided by Home Hardware must be displayed at your project location until the completion of the project. The sign will indicate Home Hardware's partnership and supply of paint products.

## ELIGIBILITY

For this program we consider the “façade” to be the front (street) facing portion of a building or property, or side portions that are directly visible from the street or public parking areas.

All properties in the Town of Annapolis Royal are eligible for funding for façade improvement projects which include one or more of the following:

- façade cleaning or painting
- restoration of façade brickwork, wood, masonry, and metal cladding
- window or door repair or replacement
- replacement or repair of entablature, eaves, parapets, and other architectural details
- replacement or repair of permanent, affixed signage (in accordance with Town bylaws)
- replacement, repair, or addition of awnings, marquees, or canopies
- replacement of façade elements that existed at the time of the construction of the building
- exterior lighting addition, repair, or replacement
- redesigned shop fronts
- entranceway modifications to improve accessibility for the physically challenged
- large-scale landscaping projects

Projects must not have started before September 1, 2016 and must be completed by June 30, 2017. A maximum of two (2) distinct and separate projects can be applied for per property and EACH project qualifies for a maximum of 50% of the **final actual cost** of the project up to \$2500. For example:

Ms. Bonnie Business-Owner wants to paint the front of her building on St. George Street. The contractor’s quote is \$5,000. Ms. Business-Owner would apply to the Annapolis Royal Façade Program for a grant of \$2,500 – the maximum available. She would be responsible for the other half. She would also like to replace her metal front door with a restored, heritage wooden door. The total cost of purchasing and installing the door is \$2,600. Ms. Business-Owner would **submit a separate application** for the replacement of the door requesting \$1,300 – 50% of the cost of the door. If both grants are awarded, Ms. Business-Owner would be awarded a grant totalling \$3,800.

## APPLICATION PROCESS

If you wish to receive a grant, you must fully complete the application and return it to the Town of Annapolis. **SEE APPLICATION FORM.**

### The important dates in the application process are:

Application deadline 12:00PM October 15, 2016

Notification of grants awarded October 31, 2016

Project work must NOT have been started before September 1, 2016

Project work must be completed by June 30, 2017

Final project cost and copies of eligible receipts MUST be submitted within 14 days of the completion of a project.

### Important Notes:

- Please complete the application carefully as it includes required information about the ownership of the property, the project itself, and the costs involved.
- A fully completed application is awarded points as part of the application evaluation process.
- If you're a successful applicant, you are required to submit copies of the total final project receipts (i.e. permits, materials, labour, professional fees, etc.).
- The grant cheque you get will reimburse you based on 50% of the **final actual cost** of your project, up to the original amount awarded and not exceeding a maximum of \$2,500.
- Your property taxes must be up to date before a reimbursement cheque can be issued.

You're encouraged to get two or more quotes from contractors for your project. Only the information from the successful bid is required on the application.

### APPLICATION EVALUATION

The committee will evaluate projects individually and will apply a point system to score each project. The top scoring projects will be approved for a grant of 50% of the project cost up to \$2,500 maximum. Projects will be funded until the total program funds of \$50,000 have all been awarded. When the project is completed and total cost has been verified by the committee, the Town of Annapolis Royal will issue a cheque as a reimbursement.

The project must not have been started before September 1, 2016 and must be completed by June 30, 2017. The total number of projects approved will depend on how much is awarded to each project – the entire program budget is \$50,000.

The committee will use the following points system (a maximum of 12 points is possible, no partial points will be awarded):

1. Location on the commercial stretches of St. George (from traffic light) and St. Anthony Streets, or on Prince Albert Road (or within direct view of these commercial stretches on Drury Lane, Church Street, Victoria Street, and St. James Street) = 3 points
2. Location in all other areas of the Town of Annapolis Royal = 2 points
3. Restoration or repair of a heritage building or property\* = 4 points
4. Improvements to building = 2 points
5. Improvements to landscaping = 2 points
6. Fully completed application (nothing left blank, nothing missing) = 1 point

*\*Heritage building or property is defined by this program only as any building built prior to 1937 (80 years or older). Restoration or repair refers to the original features of the property or building. This could include repairing (or returning to the original design of) the cornice, siding and trim, windows, transoms, doors, signage, canopy, paint colour, or landscaping.*

In the event of a points tie (or multiple ties) the applications will be sorted in the order they were received (by date and time).

## **AWARDING OF GRANTS**

You will be notified of your application status (approved or denied) on October 31, 2016.

## **BONUS!**

If your project is approved and involves painting or choosing a new colour palette for your property, you will also be offered a free one-hour consultation with a heritage restoration expert at that time.

