

## STOREFRONT IMPROVEMENT PROGRAM

### **What is the Storefront Improvement Program?**

North Capitol Main Street is pleased to offer a **Storefront Improvement Program** to help targeted small businesses in the North Capitol Street Corridor *defray costs for new signage, greenery, security, painting, glass, and other improvements*. With these funds, our businesses can make improvements to the exterior front and side (*if applicable*) of the business to be more attractive to consumers walking by and therefore, better compete within DC's changing citywide context.

The Storefront Improvement Program grants will be offered to North Capitol Main Street businesses in amounts of up to \$5,000 each. These grants can be used to make storefront improvements in exterior areas such as:

- **Exterior Painting**
- **Exterior Doors**
- **Exterior Lighting**
- **Signage**
- **Awnings**
- **Masonry/Brick**
- **Plants/Landscaping**
- **Windows/Glazing**
- **Window Lettering**

The above list is an example of the types of improvements that are possible with these grants, however other storefront improvements, not on this list, may still be considered. Businesses interested in learning more about this program or who have questions about improving their storefront should contact North Capitol Main Street at 202.299.0698 or [info@northcapitoldc.com](mailto:info@northcapitoldc.com).

### **Instructions for Application Submittals**

#### **Applications are available**

Via website: [www.northcapitoldc.com/storefront-improvement-program](http://www.northcapitoldc.com/storefront-improvement-program)

Email: [info@northcapitoldc.com](mailto:info@northcapitoldc.com)

#### **Two ways to apply**

Email to: [info@northcapitoldc.com](mailto:info@northcapitoldc.com) "Subject: Storefront Improvement Application"

Mail to: North Capitol Main Street  
Storefront Improvement Program  
1410 North Capitol Street, NW  
Washington, DC 20001

#### **Application Period**

June 1, 2019 - June 30, 2019

## **STOREFRONT IMPROVEMENT PROGRAM**

### **Application Requirements**

- Completed application form
- Completed Business Health Check and Needs Assessment Form
- Copy of current lease (if owner, copy of Deed)
- Letter of support/approval from the property owner(s) for the proposed improvements
- Copy of permits necessary for improvements (if applicable)
- Photo(s) of areas in need of improvement
- Design, sketch, drawing with notes of the proposed improvements
- Copy of purchase/work order, invoice(s), or estimates, as relevant
- Signed release form (for marketing purposes)

***\*NOTE: Assistance with design or implementation of work provided by North Capitol Main Street upon request.\****

**Additional Application Information:** Applications are considered and awarded on a rolling basis. All funds must be used by September 30, 2019. Storefront improvements, for which these funds are used, must be completed by September 15, 2019.

### **Post-Grant Requirements**

- Photos of storefront improvements
- Copy of proof of payment (i.e., canceled checks, credit card receipts, etc.)

### **Terms and Conditions (*These terms and conditions may be amended at any time*)**

- Eligible expenses include fabrication and installation; mounting brackets and other hardware; window lettering
- Ineligible expenses include design costs, permit fees, interior improvements, maintenance, loans/loan interest, or any work that is not specified in the initial application
- Designs are subject to review by NCMS for eligibility
- Signs and/or awning improvements must be visible from the street
- Improvements under this grant **MUST** be completed by September 15, 2019
- All awards are contingent on approval by North Capitol Main Street and the availability of funds
- Submission of an application does not guarantee a grant award
- Incomplete applications will not be evaluated



## STOREFRONT IMPROVEMENT PROGRAM

### 2019 North Capitol Main Street Storefront Improvement Program Application

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

Applicant Commercial License # \_\_\_\_\_

Applicant/Business EIN: \_\_\_\_\_

Current condition and need for storefront improvements (*briefly describe*):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I certify that:

1. The information contained in this completed application are accurate.
2. I have read and agree to all terms and conditions outlined in this application.

\_\_\_\_\_  
Applicant Name (print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Applicant Name (print)

\_\_\_\_\_  
Applicant Signature



## STOREFRONT IMPROVEMENT PROGRAM

### 2019 North Capitol Main Street Storefront Improvement Program Application

#### STOREFRONT IMPROVEMENT COSTS

Use this form to itemize costs of the improvements planned for your storefront.

Improvement Type	Total Costs	Vendor/Contractor Selected
Masonry/Brick	\$	
Exterior Painting	\$	
Plants/Landscaping	\$	
Exterior Doors	\$	
Exterior Lighting	\$	
Security Improvement	\$	
Signage	\$	
Canopy/Awnings	\$	
Accessibilty <i>(for disabled persons)</i>	\$	
Window Boxes	\$	
Demolition/Removals	\$	
Other:	\$	
Other:	\$	
Other:	\$	
Other:	\$	
<b>TOTAL COST(S)</b>	<b>\$</b>	

Comments/Notes: