



## Kingsville Business Improvement Area Association

### FACELIFT GRANT CRITERIA 2025

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#### ***What is it?***

- A Kingsville BIA program that provides grant money for Kingsville BIA Members to improve their building facades.
  - This project is funded through the BIA budget and partnership with the Town of Kingsville.
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#### ***How does it work?***

- Property owners or business owners submit a proposal to the Kingsville BIA Board of Managers outlining the façade improvements. A combination or double request for the same improvement will not be considered or approved unless each can provide a separate receipt.
  - The proposal must include pictures before the work and after the work is completed. After pictures must be submitted before the grant is paid.
  - Projects are eligible to receive **50%** of the cost of the improvement up to a maximum of **\$1000**.
  - BIA Members are eligible to apply for this grant once a year.
  - All reimbursements considered may be approved or denied at the Board of Managers discretion.
  - The board reserves the right to implement other Facelift programs that support the goals of the grant, pertaining to façade improvements.
  - Submissions must occur within the calendar year the work was completed.
  - Notification of approval will occur within 30 days of submission.
  - Projects must support the goals of the grant.
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#### ***Who is eligible?***

- All commercial buildings in the Kingsville BIA boundaries.
  - Applicants must be a member of the Kingsville BIA with an open business within the BIA boundaries.
  - Applicants are eligible to receive one grant per member per year.
  - Registered property owner or business owner with approval of property owner.
  - If applying as a business owner, the business must be open for 12 months.
  - Applications must define the project and include a copy of the contractors cost estimate or invoice for the work.
  - Eligible projects must be on the street facing sides of the building. Side of buildings and back of buildings do not qualify.
  - Applications must include pictures of the area being improved by providing before and after pictures of the project. (After pictures may be submitted after the grant application has been approved.)
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	<ul style="list-style-type: none"> <li>• Applications must demonstrate that the funding received will not exceed 50% of the total cost of the project.</li> </ul>
<b><i>What improvements are eligible?</i></b>	<ul style="list-style-type: none"> <li>• Façade restoration of brickwork, wood, masonry, and metal cladding</li> <li>• Replacement of entablature, eaves, parapets, and other architectural details</li> <li>• Signage</li> <li>• Painting of the façade exterior</li> <li>• Exterior front lighting</li> <li>• Replacement or addition of awning, marquees, or canopies</li> <li>• Replacement of façade elements originally in place during initial construction of the building</li> <li>• Entranceway modifications to support accessibility requirements and efforts or other modifications to improve accessibility.</li> <li>• Redesigned shop fronts</li> <li>• Exterior improvements – repainting, cleaning brick</li> <li>• Such improvements to the building exterior as may be approved by the Kingsville BIA Board of Managers.</li> </ul>
<b><i>What improvements are NOT eligible?</i></b>	<ul style="list-style-type: none"> <li>• Paving or cement work to parking lot</li> <li>• Improvements to side/back walls of the building or brick cleaning on any building surface</li> <li>• Painting over old signage</li> <li>• Flashing signs</li> <li>• Broken, damaged or boarded windows.</li> <li>• Repairs and maintenance</li> <li>• Landscaping</li> <li>• Building insulation</li> <li>• Interior work</li> </ul>
<b><i>Where do I apply?</i></b>	<ul style="list-style-type: none"> <li>• Applications, cost quotations and pictures should be submitted to: <ul style="list-style-type: none"> <li>○ Kingsville BIA 28 Division Street South, Kingsville ON N9Y 1P3 Phone: 519-733-6250 info@kingsvillebia.ca</li> </ul> </li> </ul>
<b><i>When would I receive the grant?</i></b>	<ul style="list-style-type: none"> <li>• Upon completion of the work, and: <ul style="list-style-type: none"> <li>○ Submitted, <u>paid</u> invoices (RECEIPTS) to the Kingsville BIA Office, and</li> <li>○ submitted your signed Face Lift Letter of Agreement to the Kingsville BIA Office, and</li> <li>○ submitted a picture showing the approved project is complete.</li> </ul> </li> </ul>



**Kingsville Business Improvement Area Association**

**FACELIFT GRANT APPLICATION**

1. Name of Business: \_\_\_\_\_ Year Opened: \_\_\_\_\_

Have you applied for the Facelift Grant Before: \_\_\_\_\_ When: \_\_\_\_\_

2. Address of Property

\_\_\_\_\_

3. Name of Property Owner: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone No. \_\_\_\_\_ E-mail address \_\_\_\_\_

4. Applicant (if different from the owner)

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone No. \_\_\_\_\_ E-mail address \_\_\_\_\_

5. General Description of Proposed Project:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Proposed Start Date: \_\_\_\_\_ Proposed End Date: \_\_\_\_\_

6. Project Budget (includes a copy of the estimates and/or invoices, from building contractors or tradespeople for all eligible work, as summarized below and pictures).

Description of Work	Business Contribution	BIA Grant Contribution	Total Costs

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Tenant

\_\_\_\_\_  
Please print name here

### Owner Authorization

Note: to be signed by Owner only if a Tenant is the applicant.

As of the date of this application, I am the registered Owner of the lands described above. I authorize the submission of this application by:

\_\_\_\_\_  
Please print name of Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Please print name here

### For Office Use:

Date Application Received: _____			
Approved by BIA Board:	Yes	No	Date: _____
Reason if denied: _____			
Signed Letter of Agreement:	Yes	No	Date: _____
Copy of PAID invoices:	Yes	No	Date: _____
Before/After Pictures:	Yes	No	Date: _____
Grant Money Issued:	Yes	No	Date: _____
Amount of Grant Awarded:	Amount: _____		
Motion Number for Approval:	Number: _____		