



## City of Powder Springs

### Fall 2024 Business Beautification Grant Application Packet

#### Program Overview

The Powder Springs Business Beautification Grant is an assistance program offered by the City of Powder Springs to encourage visual improvements to businesses, including entrances and common spaces and exteriors of buildings. The program provides grant funding at a minimum of \$500.00 up to \$4,000.00 for eligible improvements to grounds and building facades that are easily visible from public streets. Applicants must provide a funding match of at least fifty percent of the project cost and manage all aspects of the improvements to be made.

#### Project Guidelines

- Eligible work is limited to exterior improvements to facades, entrances, awnings, and buildings in commercial and industrial properties within the limits of the City of Powder Springs.
- Priority will be given to projects that are highly visible to the public, contribute to improving the appearance of the community and promote the historic and/or unique character of the area.
- Project examples would include, but are not limited to, signage, painting the façade of the building, replacing the awning in front of a building, replacing windows, etc.
- Projects must be appropriate for the existing structures and location (similar or complementary in design, scale, style, color, materials, and finish) and consistent with the location's current uses.
- Projects must conform to City codes, zoning, and subdivision regulations.
- Ineligible projects include roof repairs or replacement, security systems, general maintenance (except exterior painting), interior improvements, purchase of personal property or equipment, or projects where work has already started.
- **Important:** Projects must be fully completed by **April 1, 2025**.

#### Eligibility

- All businesses that have a store front are eligible to apply.
- The location to be improved must not be in violation of any City codes.
- Applicant must not be a party in any active lawsuit with the City of Powder Springs.
- Applicants must be current on all City taxes, permits, fees, levies, fines and penalties owed to the City.

- **Ineligible entities include:** government-owned entities; entities owned or managed by elected or appointed officials of Powder Springs or Cobb County or by family of any of these officials; home businesses; any entity suspended or disbarred from participation in federally funded projects.

## Funding

- Project funding is limited to a maximum of \$4,000.00 project with a minimum grant of \$500.00.
- Applicants must provide a 100% match for the grant consisting of any combination of funds and in-kind support, including donation of materials or equipment and labor provided by volunteers or donated by contractors or other vendors.
- Funds will typically be provided as follows: 50% of the grant upon approval, with an additional 25% once the project has observably commenced, with the remaining 25% paid once the project is complete and has been approved by the City as fulfilling the obligations of the grant award.
- Grant awards will be based on how well the project fulfills the objectives of the program and the feasibility of the project (including provisions for ongoing maintenance, if applicable). In addition, preference will be given to older shopping centers and properties with greater needs. At least one grant will be awarded within each Ward of the City and at least one grant will be awarded within the City's Livable Centers Initiative study area.

## Applications

Grant applications will be available for download on the City's website at [cityofpowdersprings.org] beginning **August 12, 2024**.

Completed applications are due **by October 1, 2024 at 5:00 PM**. Include application, signed Recipient Agreement, and all necessary documentation.

- Electronic submissions – Completed applications and required attachments may be submitted in a single email to [beautficationgrant@cityofpowdersprings.org](mailto:beautficationgrant@cityofpowdersprings.org).
- Hard copy submissions – Completed applications and required attachments may be printed and submitted in a sealed envelope addressed to **Wayne Wright** and submitted to the receptionist or deposited in the drop box outside Powder Springs Police Department at 1114 Richard D. Sailors Parkway, Powder Springs, Georgia 30127.

Please note: Grant awards will be decided prior to November 15, 2024 and projects must be completed by May 1 2024.

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**City of Powder Springs**  
**Fall 2023 Business Beautification Grant**

**APPLICATION**

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**A. Business Information**

1. Name of business: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Business License Number: \_\_\_\_\_
4. Describe the business, providing age, purpose, structure , etc.:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. Contact Information**

- 1. Name: \_\_\_\_\_
- 2. Title: \_\_\_\_\_
- 3. Address: \_\_\_\_\_
- 4. Phone Number: \_\_\_\_\_
- 5. Email Address: \_\_\_\_\_

**C. Project Information**

- 1. Project name: \_\_\_\_\_
- 2. Project description (please attach photos, if applicable, of existing conditions and drawings or diagrams of the proposed work): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 3. Explain how the project will achieve the purposes of the Powder Springs Business Beautification Grant Program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4. Explain how the project will be maintained or kept operating in the future:  
\_\_\_\_\_

**D. Budget - You may use this form or attach a detailed budget.**

**Expenses** (materials, contracts, equipment, paid labor, etc.):

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Cost

**TOTAL PROJECT COST \$ \_\_\_\_\_**

**Grant match**

In kind labor (no more than \$15/hour permitted unless pre-approved by the City based on documentation that justifies higher rates):

Description: \_\_\_\_\_  
\_\_\_\_\_ hours @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Description: \_\_\_\_\_  
\_\_\_\_\_ hours @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

**Grant match** (continued)

Description: \_\_\_\_\_

\_\_\_\_\_ hours @ \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

**Subtotal – In-kind labor \$ \_\_\_\_\_**

**Other match sources** (donations, organization revenue, etc.):

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Amount

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Amount

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Amount

\_\_\_\_\_ \$ \_\_\_\_\_  
Description Amount

**Subtotal – other sources \$ \_\_\_\_\_**

**TOTAL GRANT MATCH \$ \_\_\_\_\_**

***Business Beautification Grant amount requested \$ \_\_\_\_\_***

**E. Recipient Agreement**

By executing this recipient agreement, I certify that:

- 1) The representations and information as contained in this application and attachment documents are true and correct.
- 2) I understand the requirements of the City of Powder Springs 2023 Business Beautification Grant Program and that it is fully incumbent upon the undersigned to ensure compliance with these requirements and with any other local, state, or federal relief funding received.
- 3) Awarded funds will be used only for the purposes represented in this application and in compliance with the requirements of the 2023 Business Beautification Grant Program.
- 4) I agree to complete all elements and work of the project described in this application no later

than April 1, 2024.

5) I agree to maintain the project in its completed state as approved by the City for a minimum of five years.

6) I agree to repay the funds to the City if I fail to comply with any requirements of this program.

7) The undersigned property owner consents to the proposed improvements as described in this application.

The application must be signed by the head of the organization and its secretary or other officer, and/or the owner of the property to be improved (if applicable).

\_\_\_\_\_ Date: \_\_\_\_\_  
Organization applicant signature

\_\_\_\_\_ Title: \_\_\_\_\_  
Typed or printed name

\_\_\_\_\_ Date: \_\_\_\_\_  
Organization applicant signature

\_\_\_\_\_ Title: \_\_\_\_\_  
Typed or printed name

\_\_\_\_\_ Date: \_\_\_\_\_  
Property owner signature (if applicable)

\_\_\_\_\_ Title: \_\_\_\_\_  
Typed or printed name