



Façade Improvement Program Guidelines & Application

Who is the Golden Mile Alliance (GMA)?

The Golden Mile Alliance is a non-profit organization with a mission to promote and foster a vibrant and safe Golden Mile community through businesses, neighborhood, and economic development activities.

What is the Golden Mile Façade Improvement Program?

The Façade Improvement Project offers up to \$23,500 in matching funds for façade improvement. Building and/or business owners can apply for up to 50 percent of the cost of their improvement project. The maximum grant contribution by the GMA is \$23,500. The minimum grant contribution is \$1,000. **Work completed prior to a letter of commitment is not eligible for funding.** The goal of the project is to encourage building renovation and improved economic vitality by providing funding to upgrade Golden Mile building facades.

The Façade Improvement Project is administered by the GMA Design Committee. The Design Committee is composed of Golden Mile business owners, architects, engineers, residents and others who want to improve the physical appearance of the Golden Mile. The Façade Improvement Project is funded by the State of Maryland's Community Legacy Program.

Who can apply for funding?

Any building owner or store owner/building tenant with authorization from the property owner can apply for funding. The primary focus of the project area is along Route 40. Properties must be within the Golden Mile Small Area Plan. Contact the Department of Economic Development to learn if your property is eligible.



According to the State of Maryland's requirements for funding, the Golden Mile Alliance cannot provide assistance to certain uses/businesses and cannot fund improvements to residential

properties. For a full list of ineligible uses, contact the Department of Economic Development at 301-600-6360.

What types of improvements are eligible for funding?

Improvements to the street facing façade(s) of the building are eligible for funding. For the purposes of this grant, the GMA Design Committee includes Route 40 as primary street frontage.

Eligible projects include but are not limited to the following list:

- | | | |
|-----------|-----------------------------|--------------------------------|
| -Painting | -Signage Repair/New Signage | -Door/Window Repair |
| -Awnings | -Masonry Repair | -Removal of Inappropriate or |
| -Lighting | | Incompatible Exterior Finishes |

Are there any design guidelines?

Projects must be approved by the GMA Design Committee.

How does the application process work?

1. Applicants submit a completed application form. In order for the application to be considered complete, the applicant must submit: a) two color photos showing the existing building, b) detailed sketches or drawings of the proposed improvements and c) two bids on contractor letterhead. Once a completed application is submitted, the Design Committee will review the application and make a determination on the project. Applications are reviewed on a first-come, first served basis. Design Committee review will be completed in fewer than five days.

2. The GMA will issue a letter of commitment, which will include the specific amount granted and any conditions of approval. The amount of the grant award is set out in the letter of commitment and will not be changed after project initiation. ***Work completed prior to a letter of commitment is not eligible for funding.***

What happens after a project is selected for funding?

Work selected for a matching grant must be completed within six (6) months. The six-month time period will begin after the acquisition of any necessary approvals and/or permits. Project applicants have a total of six months to complete any City approval processes. Depending on the scope of the project, extensions may be requested.

The applicant is responsible for obtaining all building permits and any other required City approvals for the work to be done. The applicant is responsible for conformance with all applicable safety standards and conditions. The applicant also agrees to maintain the property and the improvements. The GMA may promote an approved project including, but not limited to, displaying GMA signage at the site, during and after construction and using photographs and descriptions of the project in the GMA's materials.

How do I get reimbursed for my project?

Grant funds are issued on a reimbursement basis and cannot be issued until the project has been completed. Before a check is cut, applicants will need to submit proof of payment for completed work (canceled checks or credit card statements) and a Design Committee member or the GMA staff must review the completed project to determine that the work performed is consistent with the work approved. Once the work is approved, the GMA will process a reimbursement check in less than 30 days.



Golden Mile Façade Improvement Project

Name of Applicant: _____
Name of Business: _____
Project/Business Address: _____
Phone Number: _____
Email Address: _____
Property Owner's Name:
(if different from above) _____
Property Owner's Address: _____
Property Owner's Phone Number: _____

Note: If you are not the property owner, please have the property owner or an authorized representative co-sign this application where indicated in General Conditions.

Proposed Façade Improvements

Please describe below the proposed improvements to the property. The following must accompany this application: two color photographs that show existing conditions, detailed sketches/drawings of the proposed improvements (including placement, color, dimensions and materials); and two bids on contractor letterhead.

Proposed improvements:

Project fronts on (list street name): _____

Total Proposed Budget: _____ Proposed Start Date: _____ Estimated
Completion: _____

Signature of Applicant: _____ Date: _____

Two Color Photos Two Contractor Bids Drawing(s) Attached



Golden Mile Façade Improvement Project

General Conditions

It is expressly understood and agreed that the applicant is not an agent, employee or subcontractor of the Golden Mile Alliance.

It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, building permits, ordinances, and other applicable regulations.

It is expressly understood and agreed that work completed prior to the receipt of a letter of commitment is ineligible for funding.

It is expressly understood and agreed that the applicant will not seek to hold the Golden Mile Alliance and/or its agents, employees, officers and/or directors liable for any property damage, personal injury, or other loss relating in any way to the Façade Improvement Project.

The applicant shall be responsible for maintaining valid and sufficient insurance coverage for property damage and personal injury relating to the Façade Improvement Project.

The applicant agrees to maintain the property and improvements, including, but not limited to, promptly removing graffiti, sweeping and shoveling in front of the property.

The applicant agrees to return a pro-rated amount of the grant money received if the improvement is removed within two years.

The applicant authorizes the Golden Mile Alliance to promote an approved project, including, but not limited to, displaying Partnership signage at the site, during and after construction, and using photographs and descriptions of the project in Partnership materials and press releases.

Signature of Applicant: _____ Date: _____

If the applicant is not the property owner, please have the property owner or an authorized representative review and co-sign the application below:

As owner of the property at _____ I have reviewed the above application and authorize operator of _____ at said address to perform the façade improvement described above as part of the Golden Mile Alliance Façade Improvement Project.

Signature of Property Owner: _____ Date: _____
or Authorized Representative