



September 27, 2016

Dear Downtown Marion Business Owner:

The City of Marion was recently awarded a \$94,340 Downtown Revitalization Grant by the State. As part of this grant award, the City Council has authorized that \$10,000 be used for a Downtown Business Exterior Grants Program. Under this program, the City will fund 20 grants in the amount of up to \$500 for businesses in the designated Downtown area to make exterior improvements. This is a 100 percent grant, up to the maximum amount of \$500, with no investment required by the business.

Examples of possible projects could be the installation of speakers to play music on the sidewalk, the purchase of benches, the installation of signs or awnings and window and door replacements. While this particular grant is limited to \$500, you may also wish to consider participating in other City and State programs referenced in the attached brochure. Contact information is shown for each program.

I have attached the application for this grant program. The City has tried to keep the grant application simple, with only minimal information, two cost estimates and photos required. The grant application is due by 5:00 p.m. on Wednesday, October 26, 2016. Upon approval of the grant application, a business may begin the project. To comply with the State's rules for this program, projects must be completed and final invoices and photos submitted to the City by March 1, 2017.

While only one grant will initially be given to any particular business, if there are not a sufficient number of qualifying grant applications received by the October 26 deadline, a second round of funding may be opened, in which case a business receiving funding in the first round could apply again.

The application form provides additional information and regulations for the grant program.

On behalf of the City of Marion, I urge you to consider applying for the 2016 Downtown Business Exterior Improvements Grant Program. Please contact me at 652-3551 or bboyette@marionnc.org if you have any questions or need any additional information. For information about City permit and development regulations, please contact the City's Planning and Development Department at (828) 652-3551.

We look forward to receiving many grant applications over the next few weeks and seeing additional investment made in the Downtown area.

Sincerely,



Bob Boyette
City Manager

CITY OF MARION

P. O. Drawer 700 • Marion, North Carolina 28752



City of Marion

2016 Downtown Business Exterior Improvements Grant Application

Please complete both sides of the application.

Applicant Information

Property Physical Address _____

Proposed or Current Use _____

Applicant (*check one*): Owner _____; or Tenant _____ Project Contact _____

Phone _____ Cell _____

Email Address _____

Mailing Address _____

Required Information

1. Description of Project

a. Please briefly describe the proposed project. _____

b. Please include relevant photos, sketches, paint colors, or awning swatches, etc. A “before” photo showing the location of the planned improvement is required. Historic photos are also welcomed.

2. Two (2) estimates for proposed improvements must be attached. If obtaining 2 estimates is not possible, please explain why. _____

3. Cost estimate of total renovations, based on the lowest responsible estimate. The cost can include labor, materials and permit fees, if applicable.

Cost estimate: _____

Grant Information/Regulations

1. Grants will be limited to exterior improvements on buildings within the defined Downtown Marion area and to a maximum of \$500 per business. The City will fund 20 grants at a maximum of \$500 each. If there are not a sufficient number of applications for the total City investment of \$10,000, the City will announce a second round of grant applications, in which case businesses receiving grants during the first round may submit a second application.

2. Applicants may be businesses or property owners. If the applicant is a business owner, the signature of the property owner is required for improvements that will involve work on the building, such as painting, awning or sign installation, window or door replacements, etc. Projects not involving any work on the building do not require the property owner’s signature.

3. The first round of grant applications must be submitted no later than Wednesday, October 26, 2016 at 5:00 p.m. to City Manager Bob Boyette at bboyette@marionnc.org, faxed to City Hall at 652-1983, mailed to City Hall at P.O. Drawer 700, Marion, NC 28752 or delivered to City Hall at 194 North Main Street, Marion NC 28752.
4. No work proposed for this grant program may begin until a project is approved in writing by the City.
5. It is the Applicant's responsibility to secure all necessary development permits, such as building or sign permits, if applicable, prior to starting any work associated with the grant award. It is recommended that the Applicant contact the City of Marion Planning and Development Department at (828) 652-3551 prior to submitting the grant application to determine if a development permit is required for the proposed project. Please note that the cost of a development permit is a reimbursable expense under the terms of the grant. If work will be performed on or over any public right-of-way including a sidewalk, the Applicant must first contact the Public Works Department at (828) 652-4224 for approval.
6. Upon approval of grants by the City Council, the City will give applicants a notice to proceed with the project. Once any required permits are obtained, the applicant will then be able to complete the listed project. Only the project described in the grant application and approved is eligible for grant funding, unless a project revision is submitted to and approved by the City Manager or City Council. Any variation without approval from the City Manager or City Council may result in non-payment of part of all of the grant project.
7. In compliance with State law requirements, the attached Iran Divestment form must be completed and returned with the application.
8. **Most important of all, to comply with requirements of the City's Downtown Revitalization Grant funding, projects must be completed by March 1, 2017. To be considered complete, the work described in the approved grant application must be completed and final invoices and "after" photos of the completed work submitted to the City Manager's office at City Hall by March 1, 2017.**

Applicant/Property Owner Signature

I have read, understand and agree to abide by the regulations listed above for the City of Marion 2016 Downtown Business Exterior Improvements Grant Program.

Signature of Applicant _____ Date _____

Title of Applicant (Business Owner, Property Owner, etc.) _____

Tax ID # or Social Security Number # (for tax reporting purposes) _____

Signature of Property Owner(s), if different from tenant. Property owner signature is not required if the project does not involve any work on the building.

_____ Date _____

_____ Date _____

_____ Date _____

**CERTIFICATION OF ELIGIBILITY
Under the Iran Divestment Act**

Pursuant to G.S. 147-86.59, any person identified as engaging in investment activities in Iran, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, is ineligible to contract with the State of North Carolina or any political subdivision of the State. The Iran Divestment Act of 2015, G.S. 147-86.55 *et seq.** requires that each vendor, prior to contracting with the State certify, and the undersigned on behalf of the Vendor does hereby certify, to the following:

1. that the vendor is not identified on the Final Divestment List of entities that the State Treasurer has determined engages in investment activities in Iran;
2. that the vendor shall not utilize on any contract with the State agency any subcontractor that is identified on the Final Divestment List; and
3. that the undersigned is authorized by the Vendor to make this Certification.

Vendor: _____

By: _____
Signature Date

Printed Name Title

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address:
<https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Iran-Divestment-Act-Resources.aspx>
and will be updated every 180 days. For questions about the Department of State Treasurer's Iran Divestment Policy, please contact Meryl Murtagh at Meryl.Murtagh@nctreasurer.com or (919) 814-3852.

* Note: Enacted by Session Law 2015-118 as G.S. 143C-55 *et seq.*, but has been renumbered for codification at the direction of the Revisor of Statutes.