



## **CAMBRIDGE ECONOMIC DEVELOPMENT BUSINESS EXTERIOR ENHANCEMENT PROGRAM**

This program offers up to \$5,000 in matching funds to business and building owners whose business is located within the city limits of Cambridge. These funds are to be used to improve the appearance and quality of individual building facades as well as the overall look of Cambridge. Improvements must occur in areas visible from the public way and must be approved by the City of Cambridge Planning Commission.

The goal of this program is to encourage and support property owners on both a design and financial basis to restore or renovate a commercial building façade. Beyond the physical and aesthetic business improvements that are a direct result of the Business Exterior Enhancement Program, this program makes good economic and business sense for property and business owners. Commercial façade renovations help to improve property values and attract new customers. Above all else, this is a program based on the principals of partnership that will benefit the entire community.

### **WHO CAN APPLY FOR THE FUNDING?**

The building owner can apply for funding. The building must be used solely for a business, example: not an area of a home used for a business. All grants are subject to available funding. Applicants using local contractors will receive higher priority. The project site must be located within the one mile extra territorial jurisdiction of the City of Cambridge.

Grants are designed to fund projects that otherwise would not be funded by other grants. Applicants who have already taken advantage of the program may apply again; however, these funds will be given on a first come first serve basis. Building owners may only have one outstanding grant per building/business at a time.

### **HOW DOES THE APPLICATION PROCESS WORK?**

All applicants will be required to submit an application that will be presented to the Cambridge Economic Development Board.

If the application is denied, the applicant will receive a letter from the Cambridge Economic Development Board explaining the reason(s) for denial. If the application is approved, the applicant will receive a letter of acceptance for the specified amount with information on any other requirements, i.e., building permit, etc. No work may commence until the application is approved. After approval by the committee, the applicant must apply to the City of Cambridge for





a building permit and receive approval from the Planning Commission. Project must be completed six months after funding awarded.

**CAN RECENT WORK BE REIMBURSED?**

Work completed prior to application for funding cannot be reimbursed.

**CAN IN-KIND LABOR BE CONSIDERED IN THE PROJECT COSTS?**

No. If an applicant elects to do the labor for a project, only the materials may be considered in the Project Estimated Costs. Each contractor must provide a Certificate of Contractor's Commercial Liability Insurance at the time of application.

**HOW ARE THE GRANTS DISBURSED?**

Grant funds are disbursed on a reimbursement basis and cannot be issued until the project has been completed. Before payment is remitted, an applicant must submit proof of payment for completed work, photos of the completed project and a completed W-9 form. Payment will be made to building owner only. Grant funds disbursed will only be for grant funds awarded. No exceptions.

