

New Britain Downtown District Façade Improvement Program Signage Application

- The New Britain Downtown District *Façade Improvement Program* is created to allow a property or business owner to be eligible for up to a 50% matching grant to fund façade improvements to their building and/or storefront, including Signage. The grant recipient must match the amount through funding of their own or through a loan. The maximum grant will be \$5,000.00. The proposal must adhere to the existing Façade Improvement Program, wherein it would meet signage standards with consistency and elicit a certain quality and image. A proposal must have the approval of the building owner BEFORE being presented to the District. All rights of approval remain with the NBDD.
- The New Britain Downtown District is a Historical District, and your plans **MUST** be approved by the New Britain Building Department/Historical Committee prior to your application being approved. You are required
- If your application is approved, grants will be administered during a Ribbon Cutting or Grand Opening event. Once coordinated and scheduled with the Mayor's Office and Chamber of Commerce, please advise the NBDD Offices.
- Proposals for box signs will not be considered

**RETURN THIS COMPLETED FORM WITH REQUESTED ATTACHMENTS VIA EMAIL
TO: nicole.bosco@newbritaindd.com PDF formatting preferred.**

Name of Applicant: _____

Address of Proposed Project: _____

Nature of Proposed Project: _____

Number of Years at Current Property: _____

Are you the Owner or Tenant of the above referenced property? _____

Total number of square feet in the above referenced property? _____

Estimated date the business will officially open: _____

On a separate sheet, please include the following information as itemized:

- List the name(s), addresses, and state license numbers of all contractors that are to be used for the renovation of the above referenced façade.
- A detailed plan of all improvements to be made. Please pay special attention to things such as material types, colors, fabrics, lighting, etc.
- Detailed budget of the proposed project. This budget must include all costs associated with goods purchased, installation, labor, and contingency expenses.
- Timeline of the proposed project including expected completion.

