

## **WINDOW AND AWNING INCENTIVE GRANT PROGRAM**

The Town of Kenly is pleased to offer downtown property owners and business persons (applicants) Window and Awning Grants. The purpose of the grant program is to promote continued development through renovation, restoration, and preservation of commercial buildings within Kenly. This program is funded by the Town of Kenly.

### **GUIDELINES**

1. The Window and Awning Incentive Grant Program has been established to provide financial assistance for persons making physical improvements to street-front facades in order to improve the overall appearance of businesses.
2. Commercial structures located within the corporate limits of Kenly are eligible sites.
3. Grants are available for up to 50% of the total cost of the window and / or awning improvements with the maximum award being \$800.00.
4. The applicant may be the property owner or tenant. A tenant must have the property owner's signed approval. Funds for completed projects will be awarded to applicant unless otherwise specified. The matching grant funds are good for a one time use only per building owner.
5. Upon completion of eligible improvements, a completed application and all receipts for work performed must be submitted to Town Hall. Applications for matching grant funds must be approved by the Town Council before any funds will be awarded.
6. Applications will only be considered by the Town Council at their regularly scheduled meeting held on the second Monday of every month. Applications must be submitted by the first Monday of the month to be included on the agenda for the regularly scheduled meeting. Applications submitted after the first Monday of the month will not be considered until the following month.
7. The applicant will be paid upon approval by the Town Council.

8. Funds will be awarded on a first come basis.
9. To be considered, an applicant must not have any delinquent accounts with the Town of Kenly (utility bills, taxes, etc.)

## **ELIGIBLE IMPROVEMENTS**

1. Windows

The Town of Kenly will provide 50 / 50 matching funds up to the amount of \$800.00 for any eligible site that participates in our window program by:

- a) Uncovering windows
- b) Making any needed repairs to the windows
- c) Painting the windows

2. Awnings

The Town of Kenly will provide 50 / 50 matching funds up to the amount of \$800.00 for any eligible site that participates in our window program by:

- a) Removing the existing aluminum or canvas awning
- b) Making any needed repairs
- c) Replacing the old awning with a canvas awning.