

Exterior Improvement Grant Checklist

- Must be within the designated Winchester Enterprise Zone
- Application needs to be submitted **AFTER** work has been completed.
 - Note: All work must have been completed no more than six months prior to submitting a grant application.
- Grant funds will be available to qualifying property owners who complete exterior improvements to their commercial, industrial, or mixed-use building*. The grant will be equal to half of the project cost or a maximum payment of \$10,000, whichever is less.
 - Example: A property owner making exterior improvements to their building totaling \$22,000 may be eligible to receive a \$10,000 grant.
 - Example: A property owner making \$16,000 worth of exterior improvements to their building may be eligible to receive an \$8,000 grant payment.
 - “Mixed-use” is defined as a building incorporating residential uses in which a minimum of 30% of the usable floor space is devoted to commercial, office, or industrial purposes.
- Projects that Qualify:
 - Exterior, street-facing facade improvements
 - Hard costs such as painting, awnings, and signage.
- Projects that **DO NOT** Qualify
 - Soft costs include purchasing inventory, promotions, or business venture expansions.
 - Interior rehabilitation
- Documentation required:
 - Applicants must submit detailed invoices for completed work attached to their application. All work must have been completed no more than six months prior to submitting a grant application.
 - Completed Application
 - Copy of Business License

- Completed Vendor Form
 - Proof of date project was completed
- Grant payments will be made after the job has been in existence for at least twelve months.

For a complete list of needed documentation and requirements, see application