

What expenses are eligible under the *City Centre Storefront Improvement Program*?

- Municipal planning permit fees
- Professional services (e.g. designers, contractors) to a maximum of 15% of project costs
- Direct project labour costs
- Materials and supplies (inc. shipping & tool/equipment rentals)
- Façade upgrades such as painting and recladding, new or restored masonry, and restoration/addition of exterior architectural features (consistent with the objectives of the City Centre Land Use Bylaw Design Guidelines)
- Building additions/extensions
- Outdoor fixtures (e.g. planters, exterior lighting, seating and tables)
- New, replacement, or reconfigured windows, doors, entrances, or signage
- New or replacement weather protection (e.g. awnings, canopies)
- Accessibility features (e.g., ramps, handrails, cane-detectable barriers, wider or automated exterior entrance doors)

Ineligible expenses: Routine maintenance, including structural and roof repairs; insurance and warranty; non-specific costs, including profit and contingencies; cost overruns; window tints or treatments, vinyl wraps, security bars, and rolling shutters on windows or doors. With the exception of professional services, costs incurred before the application is approved are ineligible. Changes to scope after an application is approved are ineligible, unless pre-approved in writing.

For more information and to apply, contact:

Economic & Business Development
Department
Telephone: 780-962-7608
Email: invest@sprucegrove.org

Mailing Address:
City Hall
315 Jespersen Avenue
Spruce Grove, AB T7X 3E8



**City Centre
Storefront
Improvement
Program**

The Community of Choice!

What is the *City Centre Storefront Improvement Program*?

The Storefront Improvement Program provides property owners and businesses in the Spruce Grove City Centre with a funding incentive to make exterior improvements to their storefronts. Eligible storefronts are purpose-built commercial units that are accessed from ground level. The City of Spruce Grove has allocated funds to provide **50% matching grants of up to a maximum of \$7,500 per storefront or up to \$10,000 for improvements on a street corner** where improvements are made to two façades.

Who can apply?

Building owners (or tenants, with written permission from the building owner) are eligible if they meet **all** the following requirements:

- The building is located within the City Centre SIP Program Area (see Map);
- The building has one or more ground level commercial uses (occupied or vacant);
- Existing tenants hold a valid business license;
- The property is up-to-date on property taxes and municipal utility bills;
- The property is not subject to an unresolved enforcement order, such as a Stop Order; and
- The applicant/property owner are not party to a current legal dispute with the Municipality.

Improvement Ideas

Projects that improve aspects of the following may be considered for funding approval under the SIP:

- **Pedestrian Enjoyment and Quality Design**
- **Climate and Weather Protection**
- **Accessibility**
- **Crime Prevention Through Environmental Design (CPTED)**

This list is not intended to be comprehensive. Please contact City Staff to discuss your individual proposal.

Application Deadline

Applications will be accepted on a rolling basis and awarded until funds are dispersed. If all funds are allocated, new applicants may be added to a waitlist for the following year's program.

Interested in learning more?

For more details about the program, download the Applicant Guidelines and Application form at sprucegrove.org/business/economic-business-development.

Those interested are encouraged to contact City Staff for a pre-application meeting to discuss their proposal.

