



Carman Dufferin Economic Development
Box 160
Carman MB R0G 0J0
204-745-2675

RE: Store Front Improvement Program

Dear Business Partners,

Carman Dufferin Economic Development is launching a partnership program to assist business owners in updating or enhancing their store fronts. Projects may include building facelifts/upgrading, new signage that reflects a community theme and landscaping enhancements.

Program Eligibility Criteria

- The project applicant must be a non-profit community organization, small business or cooperative.
- The project must be located in a public place within the "main street" area.
- The project must be an aesthetic improvement to a storefront.

Carman Dufferin Economic Development will provide funding to projects that follow a theme of aesthetic improvements to storefronts. Carman Dufferin Economic Development is proposing to provide applicant businesses with up to \$500 as a matching grant.

* Please note that you are not limited on the project costs, however, the maximum contribution from Carman Dufferin Economic Development is a maximum of \$500. The applicant will be required to complete the project and then submit receipts for reimbursement of the grant amount.

Carman Dufferin Economic Development has budgeted funds to accommodate a limited number of applicants. **If you are interested in participating in this partnership opportunity, please fill out the attached application and return it to the Director of Economic Development by June 7, 2019.** Because there is a limited budget for this partnership, applications will be approved on a first come, first serve basis. Projects may not be started until funding approval has been received from the Economic Development Office; therefore, approved projects will be initiated in the spring/summer of 2019 and must be completed by December 31, 2019. Receipts not submitted prior to December 31, 2019 will not be eligible.

If you would like to discuss this program or other opportunities for business development, please do not hesitate to call me at 204-745-2675 or email me at tyler@townofcarman.com

Sincerely,

Tyler King
Director of Economic Development
Town of Carman & RM of Dufferin

Carman Dufferin Storefront Improvement Program- **2019 Application Form**

Legal Name of Applicant			
Mailing Address			
Contact Name		Phone	
Email		Project Address	
Project Start Date		Completion Date	

Source of Funds	\$Contribution		Project Costs	\$ Amount
	In Kind	Cash		
Applicant			Materials/Supplies	
Municipality			Equipment Rentals	
			Development/Building Permit	
Other			Landscaping	
			Building/Structure Upgrades	
			Contractor/Trade Fees	
Total A	\$0.00		Total B	\$0.00

(please use this Excel worksheet to help prepare your application)* total A and total B must balance

1. Describe your project and how it will improve the appearance of the street?

2. How will the project promote the use of local products, services and talent?

_____ authorized signature

_____ date

Please send completed applications to the Director of Economic Development
tyler@townofcarman.com Box 160, 12 2nd Avenue SW Carman MB R0G 0J0