

Business Facade Improvement Program

Application Guidelines 2021-2022



INTRODUCTION

The Corangamite Shire Business Façade Improvement Program is part of Council's plan to assist businesses across the Shire improve the appearance of their building façades.

The program provides a grant from Council on a \$1:\$1 basis of up to \$3,000 for businesses to complete improvements to the building façade.

SCOPE

All businesses located in the 12 towns within the Corangamite Shire that have street frontage will be eligible to be part of this program.

Works that can be completed as part of the program include:

- Painting of the façade
- Cleaning the existing façade
- Removal of redundant signage, air conditioning units and hoardings
- The minor repair, maintenance or reinstatement of missing elements
- Minor repairs to existing façade tile or stone accents
- Minor repairs to structural façade elements and awnings
- New, repairs and replacements of verandahs
- Installation of new business signage
- Installation of store lighting visible from street
- Universal access upgrades (e.g. ramp)

DOCUMENTATION

You will need to provide the follow documents as part of your application:

- Description of works to be completed as part of the application form.
- A quote for the proposed works.

- Where the application is proposing the painting of a building, the colour palette will need to be provided for approval by Council.
- Photographs of the buildings existing condition will need to be provided including close ups of the affected areas. Photographs will also need to be provided following the completion of the works if the application is successful.
- A planning permit may be required for the proposed works that need to be completed (see application form). The permit process if required can run in tandem with this application.
- Council will not grant funds for works where a planning permit is required and has not been granted.
- If your building is heritage listed, you will be required undertake research to provide Council with evidence including photographs or other documentation. Council may be able to assist with this research or provide information on whether your business is located within a heritage building.

APPLICATION DETAILS

To apply for funding as part of the Business Façade Improvement Program, applicants will need to consider the following:

- Council will not grant funds from the program retrospectively.
- Council will not provide funds for ongoing or administrative costs not directly related to the project.
- Council will not provide funds for equipment purchasing (e.g. ladders, gurneys, scaffolding, and safety barriers.) Hiring of equipment is permitted when related directly to the project.
- Council will not grant funds for works where a planning permit has been refused.
- Home based businesses with no street frontage will still be ineligible.

ASSESSMENT OF APPLICATIONS

Applications will need to be submitted to Council by 9 am, 10 August 2021.

The applications will then be presented for a decision by Councillors at a Council Meeting.

LEVELS OF FUNDING AVAILABLE

Businesses can apply on a \$1:\$1 basis to complete improvements to their facades with the amount capped at \$3,000 per business.

An example of a business applying to the program would be:

- Business - \$3,000
- Council - \$3,000

Businesses would be able to contribute over the \$3,000 amount if they wanted to complete more significant works but would still only be eligible for \$3,000 from Council.

If a business only wanted to complete minor works they could apply to the fund for an amount under \$3,000. An example of this would be:

- Business - \$500
- Council - \$500

TIMING OF PROJECT

Once Council has made a decision regarding the successful applicants to the program, the works will need to be completed by 31 May 2022 so that funding can be provided to the applicant in the 2021-2022 financial year.

HOW DO I FIND OUT IF MY APPLICATION HAS BEEN SUCCESSFUL?

Applicants will be notified whether their application is successful or unsuccessful following the decision at a Council Meeting.

HOW DO I RECEIVE FUNDING AS PART OF THE PROGRAM?

Business have until Tuesday 31 May 2022 to complete all proposed works and forward all associated documentation including invoices and proof of works so that Council can reimburse agreed expenses. All claims must be submitted so the grant can be acquitted. This can be completed via the online acquittal form at www.corangamite.vic.gov.au/grants

HOW DO I APPLY?

To apply for the program, simply complete the Business Façade Improvement Program application at www.corangamite.vic.gov.au/grants

It's useful to contact us to discuss your application before submitting an application.

COUNCIL CONTACT

For further information on the Corangamite Shire Business Façade Improvement Program please contact Council's Events Officer Tammy Young to discuss proposed works on 5593 7100 or email tammy.young@corangamite.vic.gov.au

For all enquiries regarding an application for a planning permit please contact Planning and Building Services on 5593 7100.