

# OYSTER BAY

## MAIN STREET ASSOCIATION

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### NOTICE OF FUNDING AVAILABILITY

#### **Oyster Bay Main Street Association Façade and Sign Improvement Grant**

OBMSA has created a fund to provide grants to local businesses and building owners for facade and/or sign improvements. This is a reimbursement program with respect to projects approved by OBMSA. Business owners must first complete an application, including drawings, and submit it to OBMSA to determine the project's eligibility. **A determination must be provided before work can begin - if work starts prior to OBMSA approval no grant funds will be disbursed.** If the project is approved, the grant recipient is responsible for obtaining financing for their project. Once the project is complete and proof of payment has been submitted, OBMSA will disburse the grant funds awarded for the project. Applicants may submit as many applications as necessary to get approval, though may only be funded for the same building once every five years.

#### **Applicants may apply for funding under one of three categories:**

- Sign Improvement projects may receive a \$2,000 max grant to cover a signage package, typically including but not limited to: a storefront sign, hanging blade sign, window lettering and any lighting to highlight said signage. Grant funds will cover up to 75% of the total project costs though not exceed \$2,000.
- Façade Improvement projects may receive a \$2,000 max grant to cover alterations to the front façade of a building, typically including but not limited to: alterations to doors and windows, trim, cornices, creation of sign bands, awnings and lighting for the building itself. Grant funds will cover up to 75% of the total project costs though not exceed \$2,000.
- Façade AND Sign Improvement projects may receive a \$3,000 max grant to cover a combination of improvements to a storefront. Often new signage can highlight necessary façade improvements and, on the other hand, façade alterations may make new signage necessary. This category is intended to help create more cohesive storefronts. Grant funds will cover up to 75% of the total project costs though not exceed \$3,000.

#### **Who can apply for the OBMSA Façade and Sign Improvement Grant?**

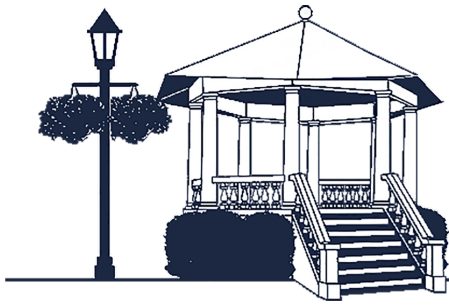
- Members of the Oyster Bay Main Street Association who own businesses or buildings within the target area. The target area consists of blocks having mixed-use buildings in the downtown. This primarily includes Audrey Avenue, East Main Street, West Main Street, South Street, and Spring Street; though may encompass additional blocks as well. **To join OBMSA please visit [www.oysterbaymainstreet.org](http://www.oysterbaymainstreet.org) or mail a check to the address below.**

**Applications are due the 4th Tuesday of each month by 4pm. Please return this form to:**

Meredith Maus, Executive Director, Oyster Bay Main Street Association, Inc.,  
19 Spring Street, Oyster Bay, NY 11771 \* 516-922-6982 or [info@oysterbaymainstreet.org](mailto:info@oysterbaymainstreet.org)

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For more information regarding the program, please call Meredith Maus, Executive Director of the Oyster Bay Main Street Association at 516-922-6982 or email [info@oysterbaymainstreet.org](mailto:info@oysterbaymainstreet.org).



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### Facade and Sign Improvement Program Application

Date: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (       ) \_\_\_\_\_

Email: \_\_\_\_\_

If Applicant does not own the building, please provide name and contact info for the building owner:

\_\_\_\_\_

\_\_\_\_\_

#### **Narrative Description of the Proposed Scope of Work**

Attach or write a narrative description of the proposed scope of work and photographs of the existing conditions to be addressed. Sketches or architectural rendering(s) are useful to include to assist the Design Committee in reaching a decision. Please add additional pages if needed.

#### **Estimated Cost of the Project**

Please be as detailed as possible on the estimated costs provided below. A minimum of two bids for each separate project or professional service will be required for all work undertaken.

Total Project Cost: \$ \_\_\_\_\_ Total Grant Request: \$ \_\_\_\_\_

**Timeline for Completion:**

Please indicate when your project will be completed.

**Certification**

I certify that I am authorized to submit this application for the Oyster Bay Main Street Association Façade and Sign Improvement Grant. I further certify that the property proposed for improvements is not, nor has been, in default, assigned to the State, or foreclosed, nor has mortgage relief by the mortgagee been given. I have not experienced default or non-compliances under any Town of Oyster Bay, HUD, USDA, DHCR, HTFC, or other State and local governments financing. I have not been convicted of a felony and am not presently, to my knowledge, the subject of a convicted complaint or indictment charging a felony. I have not been suspended, debarred or otherwise restricted by any department, agency or authority of the Federal government or any state or local government from doing business with such department, agency or authority; and, I have not defaulted on an obligation covered by a surety or performance bond and have not been the subject of a claim under an employee fidelity bond.

\_\_\_\_\_  
Signature Property Owner or Business Owner

\_\_\_\_\_  
Date

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**(FOR OBMSA USE ONLY)**

The Oyster Bay Main Street Association has reviewed this application, including drawings, and approves the proposed changes to the façade of the building listed above. The applicant is hereby approved to move forward with the request.

Only after the work is complete and proof of payment is provided will OBMSA move forward with the 75% reimbursement, capped at \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title