

## SIGN / AWNING IMPROVEMENT GRANT

**Eligibility:** Commercial and Mixed Use properties within the Main Street District, see 3rd page. **Projects that are already completed are not eligible for funding.**

Commercial property owners may apply for a grant **once every 5 years.**

**Application Information:** Applications will be accepted on a rolling basis and may be submitted by the property owner or the tenant. If submitted by the tenant, the application must include the approval and signature of the property owner. Submission of an application does not guarantee that a project will be funded. **All applications will require the submission of 2 quotes for the same scope of work and a photo/image of the work to be completed. All quotes must be submitted on business letterhead.** Applications will be reviewed by the Lawrenceburg Main Street Design Committee and passed on with a recommendation to the Main Street Board for final approval. The approval process may take up to 4 to 8 weeks.

**Maximum Amount of Grant:** Applicants may apply for grants up to \$3000 providing all eligibility and match requirements are met and grant funding is available.

**Owner Investment:** For every \$3 of grant funding, the grant recipient must provide a match of \$1. Based on this formula, projects of up to \$4000 would require a \$1000 investment from the owner in order to receive \$3000 in grant funding. Labor performed by the owner or tenant on the project may not be counted as in kind matching funds.

**Permitted Projects:** The following sign and awning projects are eligible:

New or refurbished exterior signage

New or recovered exterior awnings

*Please Note: Applications may include either a sign or an awning request or a combined sign and awning request. In the case of a combined request, the maximum grant amount of \$3000 will still apply.*

**Appropriate Permits:** Evidence of the proper permits must be included with the application. A Sign Permit as well as a Certificate of Appropriateness (for signs in the Historic District) must also be included. **Applicants are required to contact the City Planning and Zoning Coordinator, 812-532-3561 or 812-532-3553, to review the project and obtain required permits.** Failure to comply with permitting requirements will result in the withholding of grant funds.

**Project Timelines:** Approved projects must be completed within 6 months after grant approval.

**Distribution of Grant Funds:** Grant funds will be distributed only after the recipient has expended their portion as per the signed grant agreement and the project has been completed. The recipient may be reimbursed for appropriate expenses only upon presentation of paid invoices and proof of payment (such as a cancelled check, valid receipt). Lawrenceburg Main Street reserves the right to inspect completed work before issuing payment.

When applying for this grant please remember to read the attached Program Guidelines before completing the application. Incomplete applications will not be considered.

\*Download PDF to fill out application online or print

**SIGN / AWNING GRANT APPLICATION**

Applicants Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Cell \_\_\_\_\_

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

If Applicant is other than Property Owner:

Property Owner's Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Cell \_\_\_\_\_

Are you applying for \_\_\_\_\_ Sign Grant \_\_\_\_\_ Awning Grant

Total Estimated Cost of the Project - Bid: 1- \_\_\_\_\_ 2- \_\_\_\_\_

Address where sign or awning is to be placed \_\_\_\_\_

Do you currently have a sign? \_\_\_\_\_ Do you currently have an awning? \_\_\_\_\_

Have you received a sign / awning grant previously \_\_\_\_\_ Yes \_\_\_\_\_ No If so when \_\_\_\_\_

For each quote, a rendering of the proposed sign / awning including colors is attached

\_\_\_\_\_ Yes \_\_\_\_\_ No

A photograph(s) of the property showing sign / awning placement is attached \_\_\_\_\_ Yes \_\_\_\_\_ No

If the project requires a permit from the City of Lawrenceburg, a copy is attached \_\_\_\_\_ Yes \_\_\_\_\_ No

If the project requires a Certificate of Appropriateness from the City of Lawrenceburg, a copy is attached \_\_\_\_\_ Yes \_\_\_\_\_ No

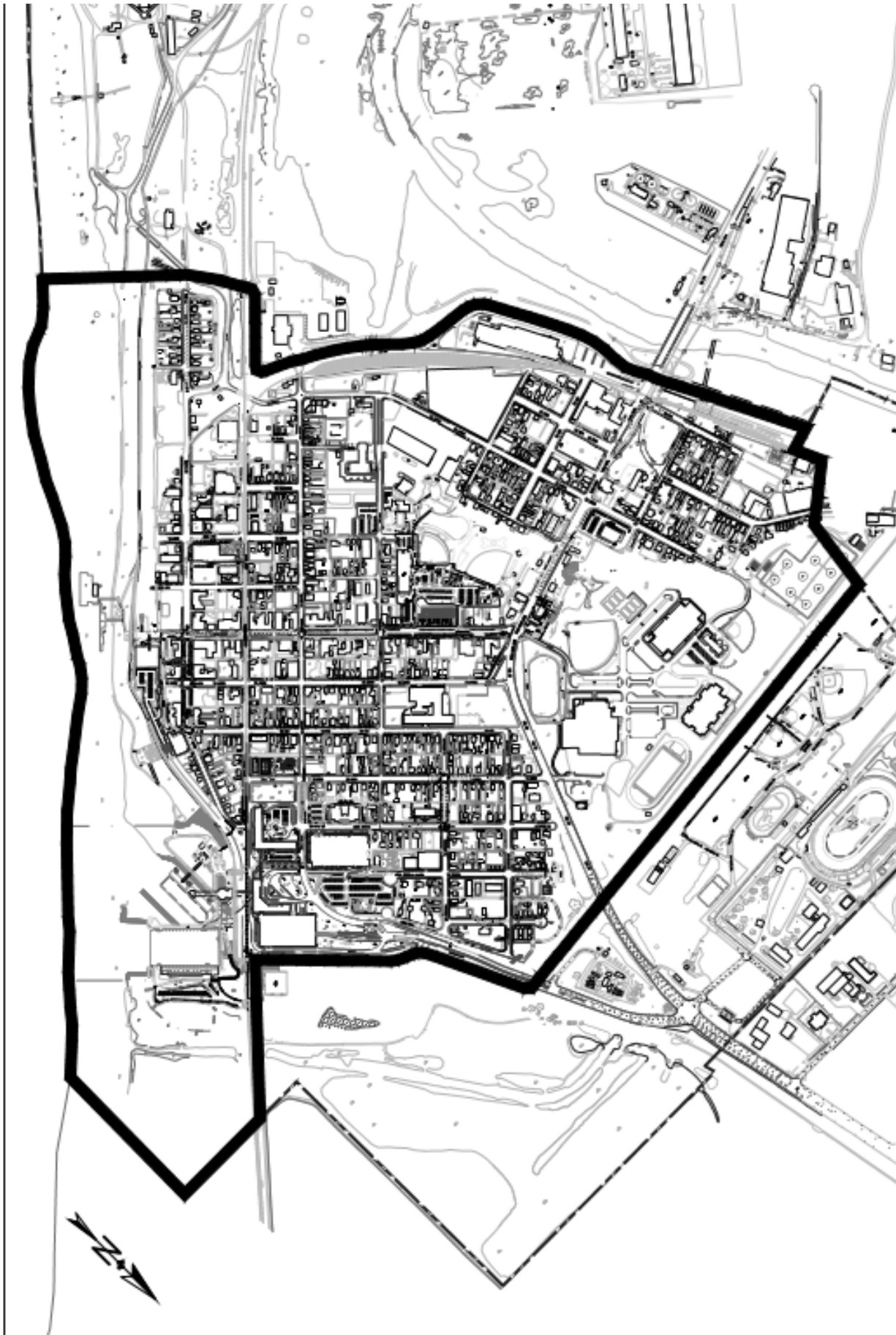
I certify that I am able to provide the required matching funds for the project as outlined in this application.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

If Applicable, Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

City Zoning Dept. Signature \_\_\_\_\_ Date \_\_\_\_\_

*Revised: August 2022*



SHEET  
1 OF 1

Lawrenceburg Main Street  
District Map

REVISED	SCALE
	Not to Scale
DATE	
FEB-2018	

Lawrenceburg Main Street  
1058 Walnut St  
Lawrenceburg, Indiana 47025

