



Commercial Façade Improvement Matching Grant Program Application

(Small Business Grant)

Please fill out this CFI Matching Grant Program application completely, photos of existing improvements, photos/renderings/examples/specifications of proposed upgrades, and a minimum of two cost estimates for material and labor cost by emailing the complete packet to econdev@santamonica.gov.

SECTION 1. APPLICANT INFORMATION

Name: _____

Circle all That Apply: Property Owner Business Owner/Tenant

Business Name: _____

Property Address: _____

Mailing Address: _____

Business License Number: _____

Daytime Phone Number: _____

Email: _____

Total Number of Businesses in Building: _____

Name(s) of other Businesses: _____

SECTION 2. PROJECT OWNER INFORMATION *(complete if tenant is applicant)*

Property Owner Name: _____

Property Owner Mailing Address: _____

Property Owner Daytime Phone Number: _____

As the legal owner of the above property, I hereby grant authorization to complete the façade improvements indicated on this application.

Signature: _____ Date: _____

SECTION 3. SCOPE OF WORK

Please provide existing photos and proposed images/sketches/specification sheets to accompany the following narrative of your general description of work.

Eligible types of improvements include, but are not limited to:

- Replacement of exterior elements such as old signs, awnings, window display, lighting, siding, façade elements, other architectural details, and landscape
- Repair of exterior elements such as paint and patch of the exterior façade
- Installation of new entry doors that meet ADA accessibility requirements

AND / OR

- Security enhancements based on a comprehensive assessment by Santa Monica Police Department Crime Prevention Unit. Please reach out to Halima Barreto at halima.barreto@santamonica.gov for your free assessment.

A. General Description of Work:

SECTION 4. MATCHING FUND

A. For every dollar the business invests in the exterior façade improvement project, the City will provide a reimbursement of 50% of the total project cost in an amount not to exceed \$10,000 per business. Provide a minimum of two estimates for the scope of work to accomplish the proposed project that is described above.

Provide the estimated project costs below based on each proposal received for the scope of work and the associated reimbursement amount you are requesting from each scenario.

Quote proposal 1:

Estimated Total Project Cost: \$ _____

Grant Amount (up to 50% of total cost <\$10,000): \$ _____

Quote proposal 2:

Estimated Total Project Cost: \$ _____

Grant Amount (up to 50% of total cost <\$10,000): \$ _____

Quote proposal 3:

Estimated Total Project Cost: \$ _____

Grant Amount (up to 50% of total cost <\$10,000): \$ _____

Explain which quote proposal you prefer and the reason for choosing that proposal here:

SECTION 5. ACKNOWLEDGEMENT

We certify that the property owner listed is the owner of record and that there are no current code enforcement actions pending against the property.

Property Owner Signature(s): _____ Date: _____
_____ Date: _____

Business Owner Signature(s): _____ Date: _____
_____ Date: _____

I have read and understand the Program Guidelines and accept them.

I certify that I am qualified and will abide by such conditions set forth on this application and all reasonable conditions which may be issued by the City of Santa Monica in the implementation of this project.

All improvements shall conform to the City of Santa Monica Building Codes and other applicable standards. Project improvements commenced prior to the City's issuance of a building permit are not eligible for this Program. City staff will be available to work with approved applicants to assist in the coordination of the project. City staff will carry out periodic inspections and obtain photos for social media updates.

Business owner understands and agrees to release any and all photo content as part of this improvement project at the sole discretion of the City's marketing effort for this and other small business programs now and in the future.

Business Owner Signature(s): _____ Date: _____
_____ Date: _____