



WINTER READY PROGRAM

GUIDELINES & APPLICATION

FUNDING SUPPORT TO PROMOTE OUTDOOR ACTIVATION, ECONOMIC STABILITY & PUBLIC HEALTH

Deadline:

Downtown Grand Rapids Inc. will receive applications on a rolling basis

Deliver to:

Downtown Grand Rapids Inc.

Mark Miller, Managing Director of Planning & Design

mmiller@downtowngr.org

WINTER READY PROGRAM GUIDELINES

Program Purpose

To provide one-time funding support to Downtown restaurants, bars and other retail establishments for cold weather activation within the Downtown Development Authority (DDA) boundary. Grant funds are intended to be used for adapting outdoor commercial operations, supporting economic stability and protecting public health thru the winter months amidst the COVID-19 pandemic.

Funding Available

Approved projects are eligible for funding of up to 100 percent of project costs not to exceed \$15,000 for eligible winterization elements and enhancements within the DDA area. Projects exceeding \$15,000 will be considered on a case-by-case basis and subject to approval of the DDA Board.

Deadline

The DDA will receive project proposals on a rolling basis.

Project Evaluation

Any project located within the Downtown Development Authority (DDA) boundary will be considered for the Winter Ready Program. Submitted applications will be evaluated to determine their eligibility in accordance with Act 57 of 2018. The DDA will consider funding winterization elements, enhancements, or installations that extend outdoor dining, outdoor seating, or other outdoor commercial activity into the winter season, including but not limited to the items outlined below.

- Tents, canopies, or other structures
- Heaters
- Propane or other heater power sources
- Lighting
- Certain other outdoor commercial activity operational costs

The approval of a particular project will be at the sole discretion of the DDA Board or its designee. The items shall be the property of the DDA.

Requirements and Eligibility

1. Projects shall be located in the DDA boundary.
2. All elements, enhancements, and installations shall have City approval prior to implementation.
3. Funding may only be used to fund eligible activities.
4. Funding may only be used for winterization elements, enhancements or installations that extend/adapt outdoor dining, outdoor seating or other outdoor commercial activity for winter and four-season use.
5. Projects shall be temporary installations that may be removed after the winter season.
6. Applicants must be up to date on City of Grand Rapids taxes or other City fees and charges prior to receiving reimbursement.
7. Successful applicants must enter into Agreement with DDA.
8. The DDA shall own the items funded pursuant to this program.

Approval Process

1. Submit application and budget of planned expenses to DGRI
2. DGRI staff review of application and budget of planned expenses to confirm project eligibility
3. Notification to applicant of project eligibility
4. Agreement executed by DDA and applicant setting forth terms of use
5. City permit approvals
6. Itemized receipts and proof of payment provided by applicant to DGRI
7. Reimbursement issued

Submittals and questions can be directed to Mark Miller (mmiller@downtowngr.org) at Downtown Grand Rapids Inc..



WINTER READY GRANT APPLICATION

PROJECT INFORMATION

Business Name: _____

Property Address: _____

Parcel Number: _____

Description of Winterization Elements, Enhancements, or Installation:

Total Budget of Planned Expenses: _____

Amount Requested for Reimbursement: _____

CONTACT INFORMATION

Name: _____

Email: _____

Phone: _____

Mailing Address: _____

Project Architect/Contractor Name, if applicable: _____

ATTACHMENTS TO INCLUDE WITH APPLICATION

- Drawings or renderings of proposed winterization (optional)
- Building Owner Approval (if you are a tenant of building)

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