

## Enhancement Grant - Policies & Guidelines

The St James Village BIZ reviews all sponsorships based on their merit and does not discriminate on the basis of actual or perceived group characteristics as identified in the Manitoba Human Rights Code.

The program goal is to encourage The St James BIZ members to improve the exterior appearance of their businesses or make enhancements to safety features. The goal is to attract residents and visitors to our area by improving the overall perception of our community.

- Only registered businesses of the St James BIZ are eligible for sponsorships from the St James BIZ.
- All applications must be made in the form of a written request and when possible should include diagrams, quotes from contractors, and any reference materials that would be of help to the board (form attached).
- When possible, the St James businesses should acquire service quotes prior to applying.
- A licensed and/or bonded contractor or other tradesperson must do all work. No sweat equity will be eligible for financial reimbursement. In some cases, the business may be approved to do the work itself, in which case only material costs will qualify for reimbursement.
- Projects must be in the form of an enhancement to the business and must be visible to the public.
- Enhancement can increase curb appeal, contribute to the promotion of the business, landscaping, safety or visitor comfort.
- Projects should consider long term sustainability and maintenance.
- The St James will contribute up to 50% of the investment, to a maximum of \$1000. Due to this maximum allocation, not all applicants will be approved.
- Applications are accepted on an on-going basis for each calendar year. Applicants are encouraged to re-apply every year.
- All project costs must be submitted with the initial application. Additional costs will not be considered for reimbursement.
- Once awarded, the recipient must submit copies of receipts for reimbursement.

### Grants are not made to, or for:

- Individuals
- Project costs related to activities undertaken before the date of the Grant Committee or Board decision. New projects ONLY.
- Costs related to taxes, zoning, permits, administration, legal and financing services, or interior enhancements.
- Political activities.
- Exclusively religious activities.

All applications can be emailed to [info@stjamesbiz.ca](mailto:info@stjamesbiz.ca) or mailed to P.O Box 421001 RPO Ferry Rd, Winnipeg MB, R3J 0L6.

If you have any questions about the Grant - Policies & Guidelines or would like to meet with someone, please call 204-231-9372 or email [info@stjamesbiz.ca](mailto:info@stjamesbiz.ca).

