



# City Façade Improvement Grants

The City of Takoma Park's City Façade Improvement Grants assist local businesses in repairing or improving their storefronts in order to encourage vibrant, welcoming, commercial districts.

Grants are reimbursable up to \$10,000 per business for approved activities. Grant funds may be used for façade improvements such as new signage, awnings, windows, doors, or repair of the street-facing portion(s) of the structure.

Eligible applicants are businesses who are located within the City of Takoma Park boundaries, with an ownership deed or a signed lease for at least three years for the property; are in Good Standing with the State of Maryland; are in compliance with all City, County, and State regulations, and; have a valid Use & Occupancy Certificate.

*Businesses who rent rather than own their space must have the approval of the property owner before the grant application will be considered. Applicants should share the following link with the owner of their storefront in order to for them to sign off on the proposed façade improvement: <https://takomapark.seamlessdocs.com/f/CFIGOwnerSignOff>*

All confirmed eligible applicants, applying for allowable activities, will receive awards pending fund availability. Awards will be made on a rolling basis as long as funds are available. Grant agreements must be signed by Friday, December 13, 2024. Expenses for approved façade improvement activities will be reimbursed up to \$10,000 per business upon proof of completion and payment to the contractor or vendor.

## Application

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Please take a moment to review the list of required supporting documents at the end of the application so that you have them ready to upload when you reach that point in the process.

**Applicant Name**

First Name

Last Name

Email

Phone Number

Business Legal Name

Business Common Name

**Property Address**

Street Address

City

State

Zip

Business License

Year Opened

Type/Description of Business

**Has this business previously received funding from the City of Takoma Park?**

Yes, 2022 COVID Relief Funding only

Yes, Other City funding

No

**Business Ownership (please check all that apply)**

Takoma Park Resident

Woman

Minority

Immigrant

LGBTQIA+

Other

**Racial Identity (please check any and all that apply to owners of this business)**

American Indian or Alaskan Native

Asian  
Black / African American / African Descent  
Hispanic or Latinx  
Multiple Races  
White  
Prefer not to identify

Use & Occupancy Certificate #

Property Ownership Status:

Own  
Rent

If Rent:

Lease Start Date  
Lease End Date

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## Project Information

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Please describe your facade improvement project

Total Project Budget

### **Project Component #1**

Upload Two bids/estimates for Component #1

**Project Component #2**

Upload Two bids/estimates for Component #2

**Project Component #3**

Upload Two bids/estimates for Component #3

[Click Here to Upload](#)

## Supporting Documents

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*If you have difficulty uploading the requested documents, you can email them directly to [grants@takomaparkmd.gov](mailto:grants@takomaparkmd.gov) Be sure to indicate that they are for a City Façade Improvement Grant Application.*

Complete and Submit your [City of Takoma Park Vendor Form](#).

[Complete and save your W-9](#) to upload below.

**Upload your W-9**

**Upload your lease or deed**

**Upload your Certificate of Good Standing from the State of Maryland**

[You can obtain your Certificate of Good Standing here.](#)

**Upload your business license or proof of nonprofit status**

**Certification**

I certify that the information provided above is true, complete and accurate to the best of my knowledge.

**Sign Here**