



**2024 Leonardtown Main Street Project Restore 2.0 Grant
Program Application**

**Deadline for Application
April 11, 2024**

1. I, the applicant, have read both Leonardtown’s Grading Rubric, Informational Sheet, and the State’s Project Restore 2.0 Rubric and FAQs, and understand the criteria for approval of my application.
2. I further understand and agree that this is a “GRANT PROGRAM” and that this is not a guarantee of acceptance for funding. I further understand the process for acceptance.
3. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinances, and other applicable regulations. A Leonardtown building permit may be required.
4. It is expressly understood and agreed that work completed prior to final approval is ineligible for funding. **The grant period is July 1, 2024 through December 31, 2025.**
5. It is expressly understood and agreed that the applicant will not seek to hold the the Town of Leonardtown, Leonardtown Main Street (LMS), its agents, employees, officers and/or directors liable for any property damage, personal injury, or other loss related in any way to the Project Restore 2.0 Grant Program.
6. The applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the project funded under the Project Restore 2.0 Grant Program.

7. The applicant agrees to maintain a safe and clean work environment throughout the duration of the project.

8. The applicant authorizes the Town of Leonardtown and LMS to promote an approved project, including but not limited to displaying a sign at the site, during and after construction, and using photographs and descriptions of the project in materials and press releases.

9. Any equipment and/or furniture purchased with Project Restore 2.0 funds will be reverted back to the town should the business close before December 31, 2027.

10. The Town of Leonardtown and LMS reserves the right to make changes in the guidelines of the Project Restore 2.0 Grant Program between projects.

11. The applicant confirms their understanding that the Main Street Manager will actively monitor the project's development through site visits, receipt audits, and direct communication with involved parties.

Signature of Applicant _____

Date _____

If the applicant is not the property owner, please have the property owner or an authorized representative review the application and sign below.

As owner of the property at _____, I have reviewed the above application and authorize the operator of _____ at said address to perform the Project Restore 2.0 improvements described above as part of the Leonardtown Main Street Project Restore 2.0 Grant Program.

Signature of Property Owner _____

Date _____

FY24 Project Restore 2.0 Grant Program Application

General and Background Information

Name of Applicant: _____

Address: _____

Telephone (Cell): _____

(Work): _____

Address of work: _____

Owner of address where work will be performed (if other than applicant):

Address of owner: _____

Telephone Number: _____

Required attachments:

- cost estimates
- before photos
- site concept and/or plans if available
- narrative on project
- project timeline with milestones
- itemized budget clearly showing where Restore money would be used
- copy of Certificate of Insurance

Cost of work to be completed: _____

Amount of funding requested to complete work: _____

Estimated date to start work: _____

Estimated completion date: _____

Current Use of Building

1st Floor _____

2nd Floor _____

3rd Floor _____

Will uses change following completion of this project? Yes ___ No ___

If yes please explain. _____

Below, the applicant acknowledges their understanding that all local and state building codes and laws will apply.

I, the applicant, understand the guidelines and restrictions therein of the Leonardtown Project Restore 2.0 Grant Program and agree to abide by the conditions as set forth in this Program. I hereby affirm that all information included on this form is true and accurate to the best of my knowledge.

Signature of Applicant: _____ Date: _____

Printed Name _____

Signature of Owner consenting to work to be performed on said property:

_____ Date: _____

Printed Name _____ Phone # _____

Approval of Leonardtown Town Administrator:

Signed: _____ Date: _____

Please email your completed application and documents to
Emily.stagner@leonardtowntd.gov



2024 Leonardtown Main Street Project Restore 2.0 Grant Informational Sheet

Program Overview:

Project Restore 2.0 through the Maryland Department of Housing and Community Development (DHCD) “activates vacant buildings, supports small businesses, creates jobs, improves commercial corridors, and increases local economic activity by providing financial support to **place-based economic development organizations** working to improve the vitality of Maryland’s commercial corridors.” -DHCD website

Priority will be given to “street-level retail that activates vacant buildings in a commercial corridor and supports a walkable business district.”-DHCD website

Sub-grantee Eligibility:

- ❑ Property and/or business owners located within the Leonardtown Main Street District
- ❑ Prior awardees of Project Restore cannot receive funds for the same property/address they were previously awarded the grant for
- ❑ There is no minimum length of time the property has to have been vacant to be eligible, however, **NO LEASE** can be signed on the property at the time of application
- ❑ All/any projects awarded the grant **must be open and fully operational by December 31, 2025** or all money is forfeited and must be returned

Funding Details:

- 🎨 Grant requests can range from a minimum of \$30,000 to a maximum of \$300,000
- 🎨 Uses of funds include:
 - Rent payments
 - Renovation and fit out of the building (interior and/or exterior)
 - Furniture, fixtures, and equipment
- 🎨 If awarded, the money will be available for draw-down in incremental payments once receipts are provided and costs are accounted for
- 🎨 Any work or items purchased prior to the grant agreement being signed is not eligible for Restore funds

Schedule:

Sub-grantee applications are due April 11th, 2024

Sub-grantee applications will be reviewed the week of April 15th, 2024

Leonardtown Main Street will apply to DHCD for the grant on or before April 22nd, 2024

DHCD predicts applicants will learn if they have been awarded the grant between June-July 2024 with grant agreements signed thereafter