

### Description

This form is to be completed and submitted when applying for the Downtown Incentives Program Patio Grant.

The Patio Grant provides a financial incentive for business owners to develop an outdoor patio space and encourage an increased public presence on the streets of downtown.

### Fees and Timelines

Applications are open until the end of the year, or until funding runs out.

### Quote Requirements

Applications must include two independent quotes for each project element. Please complete the table according to the quotes you have provided with your application. These may be comprehensive, capturing the entire project from a general contractor or broken out into specific elements such as lighting or landscaping. Quotes should be included exclusive of GST. The maximum eligible grant amount will be calculated based on the combined total of the lowest quotes from each element category.

### Submission Information

Completed applications should be submitted to the program coordinator [downtownincentives@cityofgp.com](mailto:downtownincentives@cityofgp.com).

Any inquiries can also be made to the program coordinator at [downtownincentives@cityofgp.com](mailto:downtownincentives@cityofgp.com).

### FOIP Act Policy

This information is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, as amended from time to time, and will be used to administer the applications brought forward for consideration for the Patio Grant. Basic information such as your business name may be used in materials that may either be distributed to the public or posted on our social media pages for promotional purposes. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act (FOIP Act). If you have any questions about the collection, use or disclosure of this information, contact the Manager, Economic Development at **780-357-4969** or [ecdevinfo@cityofgp.com](mailto:ecdevinfo@cityofgp.com).

Clear Form

Print Form

**General Information**

Applicant Name

Date

Company Name

Mailing Address

Phone

Email

Address of Proposed Project

Proposed Start Date

Estimated Completion Date

Estimated Total Cost of Project

**Project Description**

Provide a brief description of the proposed project:

**Breakdown of Costs**

Element Description

Provider 1

Quote 1

Provider 2

Quote 2

Combined Total of All Lowest Quotes

Maximum Eligible Grant

NOTE: If more room is required, attach an additional page to application submission email.

Clear Form

Print Form

**Application Checklist**

In order for your application to be deemed complete you must submit the following:

- Completed Application Form**
- Site Plan** – The plan should indicate all structures and their context including adjacent structures, roadways, sidewalks, and landscaping.
- Preconstruction Photos** – Photos shall show the current site and its context including adjacent structures, roadways, sidewalks, and landscaping.
- Project Drawings** – Drawings should show the proposed design. Construction drawings are acceptable.
- Project Quotes** – Two quotes from separate contractors that indicate the Hard Costs of the project, including materials and labour.

**NOTE:** Reimbursement will be based on actual project costs

**Applicant Declaration**

I understand that my submission of an application does not constitute a guarantee for funding under the Demolition Grant Program. I certify that all information is true and accurate to the best of my knowledge, and if approved, work will be completed in accordance with the terms and conditions of the Reimbursement Agreement entered into with the City of Grande Prairie.

**Applicant Signature**

**Date**

**Applicant Name**

**Authorization for Agent of the Property Owner** (Complete only if applicant is not the registered Property Owner)

I/we, \_\_\_\_\_, the owner(s) of the subject property hereby authorize \_\_\_\_\_ to act on my/our behalf with respect to the application.

**Owner Signature**

**Date**

**Witness**

**Owner Signature**

**Date**

**Witness**

**Owner Signature**

**Date**

**Witness**

**Owner Signature**

**Date**

**Witness**

**For Office Use Only**

**Date/ Time Received**

**Application Complete**

Yes

No

**Details**

**Date of Application Review**

**Amount of Grant**

**Decision**

Approve

Approve with Conditions

Refuse