



## **Outdoor Street Furniture Grant (Central Business District)**

### **Program Description**

The Outdoor Street Furniture Grant Program provides a grant for businesses in the Central Business District to utilize outdoor seating on the sidewalk right-of-way areas. The Outdoor Street Furniture program is designed to help invest in high-quality furniture to complement and enhance the Downtown revitalization efforts.

Downtown restaurants or businesses that desire to use the Village's public right-of-way for outdoor seating can apply for grant funds to purchase the necessary equipment. To help defer some of the costs for implementing these standards, the program contains the following components:

### **Financial Availability**

The Village of Sparta DDA will grant funds to businesses on a first-come, first-serve basis. In the 2010 fiscal year, the program has a budget of \$5,000. Subsequent annual funding will be determined through the Village of Sparta DDA Budget review process.

Funds will be granted to individual businesses to assist in the purchase of furniture for outdoor dining that is to be used on the sidewalk right-of-way area. Matching grants (up to \$1,500 per business) will be provided to reimburse businesses for the cost of purchasing outdoor furniture. Any expenditure that exceeds the matching grant amount shall be the sole responsibility of the applicant(s). At a minimum, 3 businesses in the first year will benefit from the program. Funds remaining in the grant pool at the end of the Fiscal Year will not be extended or rolled over into the following fiscal year.

### **Regulations**

1. The business receiving the grant will be required to utilize the sidewalk right-of-way for an ongoing, consistent basis: fencing and furniture shall be set up from April to October, and removed and stored from November to March.
2. The business will be responsible for selecting a vendor to purchase the furniture, and the furniture must meet the standards and procedures outlined below.
3. Street furnishings purchased prior to the receipt of a completed application for the Outdoor Street Furniture by the DDA staff will be ineligible to participate in the program.
4. If the business ceases operation after the first year of receiving a grant, the furniture purchased with grant funds can be transferred by the grantee to another program applicant with the approval of the Downtown Development Authority Director or other Village designee overseeing the implementation of the program. If the operation ceases within a year of the grant being received, the Village may request that the furniture purchased with the grant funds become the property of the Village of Sparta DDA. In this instance, the Village of Sparta DDA could reassign the furniture to other program applicants.
5. There shall be a 5 foot pedestrian walkway clearance at all times between building edge and curb.

### **Eligibility**

Applicants must operate a business on the ground floor and zoned Central Business District as defined by the Village Zoning Ordinance. The applicant is required to have current property taxes paid.

### **Eligible Equipment**

Items eligible for grant funds include tables, chairs, umbrellas, umbrella stands, fencing, and outdoor portable heaters. Furniture and other items must meet the design standards set forth below.

1. Must be powder coated steel construction (rust and chip resistant).
2. Must be commercial grade and manufactured for outdoor commercial use.
3. Umbrellas shall be made for outdoor commercial use with canvas or other non-vinyl umbrellas of a compatible design may be permitted in the right-of-way without encroaching into the 5 foot pedestrian area.
4. Portable heaters (or propane tanks) shall be stored inside when establishment is closed each evening.



### **Examples of Eligible Suppliers:**

Wabash Valley

[www.wabashvalley.com](http://www.wabashvalley.com) 1-800-253-8619

Kay Supply

[www.Kaysupply.com](http://www.Kaysupply.com) 1-800-553-2476

Summit Supply

[www.summitsupplycolo.com](http://www.summitsupplycolo.com) 1-800-526-0116



### **Ineligible Equipment**

Ineligible items for grant funds include, but are not limited to, plastic furniture, bollards, and table top accessories.

### **Questions?**

Please contact Elizabeth Gorski-Morse, DDA Director at (616) 887-8251.



**Outdoor Street Furniture Grant Program Application**

Applicant's Name \_\_\_\_\_

Address of Outdoor Dining \_\_\_\_\_

Applicant is the \_\_\_ Building Owner \_\_\_ Business Owner \_\_\_ Both

Contact Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**Dining Furniture Information Required**

Please include photos and description of equipment.

**Furniture Costs**

Estimated Total Furniture Expenses: \$ \_\_\_\_\_

**Enclosure Check List**

\_\_\_\_\_ Outdoor Street Furniture Grant Program Application

\_\_\_\_\_ Estimate quote of total Furniture Expenses

\_\_\_\_\_ Photos & description of equipment

Please contact Elizabeth Gorski-Morse, DDA Director at (616) 887-8251 with questions about this program.

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

By signing this document, I agree that furniture shall be set up from April to October, and removed and stored from November to March. Failure to do so will result in removal from any future grant programs from the Sparta DDA.

Date Received:			
Date Reviewed:	Approved	Tabled	Denied
Letter Issued:	Yes	No	
Incentive was:	Approved	Denied	
Total Project Amount	\$ _____		
Incentive Amount	\$ _____		
Completion Date	_____		