



Clayton County Commercial Beautification and Improvement Grant Program/Guidelines

Grant Purpose

The Clayton County Office of Economic Development has allocated America Rescue Plan Act (ARPA) grant funds to the Commercial Beautification and Improvement Grant Program to assist owners of commercial property with repair, enhancement and improvement for commercial properties within Clayton County. The Clayton County Strategic Economic Development Plan specifies a need for beautification to attract new business and investment to Clayton County. The goal of this grant is to improve the overall attractiveness of high traffic corridors in Clayton County.

Grant Goals:

- Promote a consistently high-quality commercial environment that will be attractive to residents and visitors
- Promote retail to service activities and increase tenant occupancy within our shopping centers
- Create an attractive environment where residents, visitors and business owners gain a sense of civic pride
- Promoting additional improvements by the participants, and neighboring properties

Eligibility

- The applicant must be up to date on all permits, taxes, and other fees.
- Only one application and property per owner
- The grant will only fund projects that improve the visual appearance of the property from the street or other public space.
- Eligible improvements include:
 - Painting, including an exterior mural
 - Building surface repairs i.e. brick, siding, limestone, stucco etc.
 - Landscaping i.e. ornamental, decorative planters, flowerbeds etc.
 - Exterior Lighting/LED lighting
 - Windows, doors, framing, etc.
 - Signage, canopies, awnings, etc.
 - Gates, fencing, landscaping, etc.
 - Cosmetic repairs
- Properties must be less than 75,000 SF
- Outparcels are allowed

Eligible Applicants:

Applicants must meet the following eligibility requirements:

- Property must be zoned for general business, mixed use, or commercial
- Applicants must be in good standing with Clayton County on all tax property taxes
- Shopping centers and commercial properties must have 50% or greater occupancy
- Property owner must have been owned property prior to January 1, 2021



Ineligible Applicants include:

- Properties that **DO NOT QUALIFY**: package stores, adult entertainment shops, gambling activities, gas stations, financial institutions, gun/weapon shops, religious institutions or public agencies.
- Residential, Office or Industrial Properties.
- Properties that are currently under contract, foreclosure or sale

Ineligible Repairs Include:

- Interior improvements
- Architectural design and planning services
- Operations and inventory
- HVAC, plumbing, and other system repair
- Roof Repair
- Construction Permit Fees
- Commercial improvements expenses that were incurred prior to grant approval notification

Grant Timeline

December 8, 2023	INFORMATIONAL MEETING WITH PROPERTY OWNERS
December 8, 2023	APPLICATIONS WILL OPEN
February 2, 2024	Applications due
--	Applications are reviewed by the Clayton County Beautification Committee
March 2, 2024	Award recipients will be notified
October 31, 2024	All projects must be completed

Funding Allocation

Eligible commercial property owners may apply for grants up to \$75,000 that can be used for exterior improvements to their commercial property. This grant is intended for retail shopping centers, but other commercial properties may also qualify for funding. **A match is required for eligibility.** The match must be equal to or greater than 25% of the funds requested. The match may be in the form of proof of exterior improvements within the last 3 years or additional repairs outside of the funds requested.

Grant Application Process

- **Applications will be received by the Clayton County Office of Economic Development until February 2, 2024.**
- The completed applications will be reviewed by the Clayton County Beautification Committee.
- The property owner will need to sign the articles of agreement for the county.
- The property owner/applicant will submit invoices and photos of the projects to the Clayton County Office of Economic Development Grant Administrator. Checks will be made payable directly to contractors.
- Projects will be need to be completed by October 31, 2024.

Application Scoring Criteria

The criteria to evaluate includes:

- If the overall proposal advances the goals of improving the building's appearance.
- The original condition of the building and the need for the proposed change.
- The impact of the project on the street and in the neighborhood
- Owner-occupied commercial buildings will be given preference in this application.
- The quality of the proposed work
- The project timeline
- Duration of ownership.
- Clayton County Residency
- Clayton County recommended vendors/contractors

Clayton County will not require property owners to select local contractors for the Commercial Beautification and Improvement Grant Program, but property owners are encouraged to select local Clayton County based contractors.

A list of Clayton County based contractors can be found at Clayton County Central Services and Clayton County Chamber of Commerce. Clayton County shall have no liability for workmanship, design, or construction related to the project receiving grant funds under this program.

Clayton County Central Services SLBE/MWBE List

[SLBE-MWBE MASTER VENDOR LIST 3-08-23.xlsx \(claytoncountyga.gov\)](#)

Clayton County Water Authority Certified SLBE List

[8_20_23_CCWA-LOS-Certified-SLBE.pdf](#)

Clayton County Chamber of Commerce Business Directory:

<https://www.claytonchamber.org/list/>

Grant Application

The application form is available online at: <https://businessgrants.claytoncountyga.gov/>

The application must be completed and include all the following items:

1. A description of the proposed improvement
2. Current photographs of the current facade/property to be improved and project renderings
3. Survey of the property or site plan
4. Proof of ownership (such as deed or tax records)
5. Proposed project timeline
6. Project Budget
7. Quotes/estimates for the proposed improvements supplied to the applicant by the contractor (minimum of two quotes)
8. List of existing tenants with lease expiration dates
9. Match Requirements
 - a. Invoices and proof of payment for property improvements within the last 3 years

Application

Please read the Grant guidelines prior to completing the application.

1. Property Owner Information:

Property Owner Name:		
Property Owner Company (If Applicable):		
Street Name:		
City:	State	Zip Code:
Telephone:	Email:	

2. Property Management Company: (If Applicable)

Property Management Name:		
Property Management Company:		
Street Name:		
City:	State	Zip Code:
Telephone:	Email:	

3. Project Address:

Property/Shopping Center Name (If applicable):		
Street Name:		
City:	State	Zip Code:
Total Square Footage:	Total Acreage:	Property Purchase Date:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:

4. Is this an owner-occupied commercial building? (Yes/No)

(A property owner that uses the property and occupies it for commercial and operating purposes i.e. "owner-tenant".)

5. Is this property a historical property or located in historical district? (Yes/No)

6. Project Scope: (Check All that Apply)

- ☐ Painting, including an exterior mural
- ☐ Building surface repairs i.e. brick, siding, limestone, stucco etc.
- ☐ Landscaping i.e. ornamental, decorative planters, flowerbeds etc.
- ☐ Exterior Lighting/LED lighting
- ☐ Windows, doors, framing, etc.
- ☐ Signage, canopies, awnings, etc.
- ☐ Gates, fencing etc.
- ☐ Cosmetic repairs

7. Project Budget.

Applicant may receive full or partial amount requested. Please indicate priority which proposed improvement are the highest priority (1), (2), (3) etc.

Proposed Improvement	Amount Requested	Contractor/CompanyName	Priority #
Painting			
Building Surface Repairs			
Landscaping			
Lighting			
Windows/Doors/Framing etc.			
Signage/Canopies/Awnings etc.			
Gates/Fencing etc.			
Cosmetic Repairs			
Other			
Total Amount Requested			
Match			
Total Project Cost			

8. Contractor(s) Name: Please submit written quote(s) for each contractor

Contractor Name:		
Contractor Company Name:		
Street Name:		
City:	State	Zip Code:
Email address:		
Contractor Phone Number:		

Contractor Name:		
Contractor Company Name:		
Street Name:		
City:	State	Zip Code:
Email address:		
Contractor Phone Number:		

Contractor Name:		
Contractor Company Name:		
Street Name:		
City:	State	Zip Code:
Email address:		
Contractor Phone Number:		

Write on the back of this page to add more contractor information

- 9. Has any exterior repair been completed on this property in the last 3 years? If so, please provide an explanation below?**

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- 10. Project Timeline (Projected Start Date and Completion date)**

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- 11. Are you current on all of your local, state and federal taxes? (Yes/No)**

12. Have you received any citations for code violations in the past 5 years? (Yes/No) If yes, please explain:

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13. Why should your property be selected by the Clayton County Beautification Committee to receive this grant? Please indicate the impact of the project on the street and in the neighborhood:

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14. Do you currently own any other commercial property in Clayton County? (Yes/No) If yes, please provide the following:

Property/Shopping Center Name (If applicable):		
Street Name:		
City:	State	Zip Code:
Total Square Footage:		Total Acreage:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:
Tenant Name:	Tenant SF:	Lease Expiration:

Uploads (Required)

Current photographs of the current facade/property to be improved

Project Renderings

Map, Survey of the property or site plan

Proof of property ownership (such as deed or tax records)

Quotes/estimates for the proposed improvements supplied to the applicant by the contractor (minimum of two quotes for each improvement)

- Dropdowns
 - Painting, including an exterior mural
 - Building surface repairs i.e. brick, siding, limestone, stucco etc.
 - Landscaping i.e. ornamental, decorative planters, flowerbeds etc.
 - Exterior Lighting/LED lighting
 - Windows, doors, framing, etc.
 - Signage, canopies, awnings, etc.
 - Gates, fencing etc.
 - Cosmetic repairs

Match Documentation

The applicant shall comply with all applicable provisions of Clayton County, as well as any ordinance, law, and practice in connection with the project being completed using these funds.

_____/____/____

I have read the guidelines and affirm that to the best of my knowledge all the entries on this application are accurate and true. I accept the requirements.

_____/____/____

Printed Name of Applicant Signature of Applicant Date

_____/____/____

Nondiscrimination Statement:

Clayton County does not discriminate based on sexual orientation, race color, gender, age, religion, national origin, marital status, disability, or gender identity and will not tolerate any such discrimination by or against its employees or citizens utilizing its services, programs, and activities