

### 1) Program Description

To promote the uniqueness, sense of place, community spirit and vibrancy of Downtown Fonthill and Downtown Fenwick through the provision of art forms on both public and private properties, where such art can be enjoyed by the public.

### 2) Who can apply?

Only owners of properties (and tenants with written authorization from owners) within the Downtown Fonthill Community Improvement Project Area or the Downtown Fenwick Community Improvement Project Area that meet the program eligibility requirements may apply. If the applicant is not the owner of the property, the applicant must provide written consent from the owner of the property to make the application.

The Town retains the right and absolute discretion to reject an application received from a person or corporation which in the opinion of the Town or its professional advisers, does not possess the experience, financial, technical, personnel or other resources that may be required to carry out the obligations that the applicant proposes to assume under the terms of its application and grant agreement.

### 3) How does the program work?

The program is structured as a matching grant where the Town will provide a grant equal to 50% of the cost of eligible art pieces and displays on public property or on private property (including the exterior of buildings) that are clearly visible to the public. The minimum grant per property will be \$2,000, up to a maximum grant per property of \$5,000 with a maximum of one application per property. All art pieces and displays must be pre-approved by the Town.

### 4) What types of work are eligible for a grant?

The following types of art are considered eligible for a grant under this program:

- a) Murals;
- b) Sculptures;
- c) Paintings;
- d) Local heritage based art pieces and displays;
- e) Interactive art pieces and displays; and,
- f) Any other art piece or display as approved by Town Council.

The following types of costs are considered eligible for a grant under this program:

- a) Materials;
- b) Installation; and,
- c) Lighting and landscaping that highlights the public art.

### 5) What conditions must be met to be eligible for a grant?

In addition to the General Program Requirements, the following program specific requirements must also be met:

- The applicant will be required to submit a cost estimate from an artist for the art piece to be completed;
- The applicant may be required to submit professional architectural/design drawings which shall be in conformity with any municipally issued urban design guidelines, heritage design guidelines, facade design guidelines and sign by-laws;
- All art pieces and displays must be of a durable nature and able to withstand the elements over a lengthy period of time;
- All property owners must agree to enter into a Grant Agreement with the Town regarding the ongoing maintenance and use of space for the public art; and,
- Construction of all proposed art pieces is to be completed within one (1) calendar year of the date of the approval of the grant. If the work is not completed within one (1) year, the grant approval will cease and the grant will not be paid.

### 6) Is there a fee to apply?

No.

### 7) When will the grant funds be advanced?

The grant will be advanced in full when:

- A Grant Agreement has been signed, executed and registered on title;
- Construction of the art piece is complete;
- The property/building has been inspected by municipal staff; and,
- The applicant provides proof that all artists/contractors have been paid.

### 8) What are the default provisions?

The default provisions are contained in the Grant Agreement. Payment of the grant may be cancelled if:

- Property taxes are more than three (3) months in arrears;
- The building is demolished or any of the heritage features are altered in any way that would compromise the reason for designation;
- The applicant declares bankruptcy;
- The applicant uses the grant for improvement of works that are not eligible for this program;
- The applicant fails to maintain the improvements as required in the Grant Agreement; and,

- The applicant is in default of any of the provisions of the Grant Agreement.

### 9) How do I apply for a grant?

- Arrange a pre-application meeting with staff in order to determine program eligibility, proposed scope of work, project timing, etc.
- If authorized to apply for a grant, complete and submit an application form and ensure that your application includes all of the information requested in the application form and the required documents checklist.

### 10) What happens next?

- Applications and supporting documentation are reviewed by staff to ensure that they meet all of the eligibility requirements. If your application does not meet the eligibility requirements, you will be notified of this in writing.
- Staff may request clarification or additional supporting documentation.
- Staff will perform an initial site visit(s) and inspection(s) of the property (if necessary).
- A recommendation on the grant application is made by staff and forwarded to Town Council, along with a Grant Agreement signed by the applicant.
- If your application is approved by Council, the Grant Agreement is then executed and registered on title by the Town. A copy of the executed agreement(s) is then returned to you for your records.
- Construction of the approved works may now commence, subject to issuance of a building permit(s) (if required).
- Contact Town staff toward work completion.
- Upon completion of the works, staff will conduct a final site visit(s) and inspection(s) (as necessary) to ensure compliance with the Grant Agreement and any permits pursuant to the *Ontario Heritage Act*.
- Submit to the Town, copies of paid invoices and “after” picture(s) of the completed works.
- Upon review and approval of all submitted documentation, the Town will issue a grant cheque to the applicant for the full amount of the approved funding.

**For further information on this program, please contact:**

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