

Hilliard Development Corporation

Signage Rebate Program Guidelines

OVERVIEW

Due to measures implemented to contain COVID-19, the City of Hilliard has declared a state of emergency that gives the city manager the ability to suspend and amend sections of Hilliard codified ordinances. To ensure that businesses can advertise services that are available during the declaration of emergency, certain signage regulations were temporarily lifted. The Hilliard Development Corporation (HDC) will rebate expenses incurred by Hilliard businesses to purchase and install temporary signage.

ELIGIBILITY

The Hilliard Development Corporation (HDC), will provide rebates to businesses located within the corporation limits of the City of Hilliard for temporary signage. Expenses dated back to Governor DeWine's emergency declaration on March 9, 2020 are eligible.

REBATE AMOUNT

Rebates are available to cover up to 100% of the total eligible project costs, not to exceed **\$500** per business. Rebates are available on a first-come, first-served basis until funding is depleted.

ELIGIBLE PROJECTS

Temporary signage for the purpose of advertising services available during the State of Ohio's emergency declaration.

Below is a general list of the eligible signage:

- Window signs and graphics
- Sandwich board signs
- Banners
- Yard signs

To be eligible, the sign must comply with the City Manager's March 17, 2020 order regarding enforcement of Chapter 1129 of the Hilliard Codified Ordinances and must otherwise comply with applicable sections of the Codified Ordinances that were not expressly modified.

INELIGIBLE COSTS

- Rebate recipient labor

REBATE REQUIREMENTS

Signage must be used within the City of Hilliard corporation limits. The applicant shall comply with all state and federal orders in response to COVID-19, applicable provisions of the Hilliard Codified Ordinances and Ohio Building Code. Businesses or individuals cited for violating a state or federal

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COVID-19 orders are ineligible. A conviction of a criminal offense is not necessary for a business or individual to be considered as violating the state or federal COVID-19 order.

Applicants have 30 days from the HDC award e-mail to purchase the signage and submit a rebate request. HDC will notify the applicant its approval or denial.

GRANT PROCESS

Step 1 – Rebate Application E-mail

The applicant shall submit the following information to HDC by e-mail to **hilliarddevelopmentcorp@gmail.com**:

- Recipient Name
- Recipient E-mail
- Recipient Mailing Address (Location for mailing the rebate check if approved)
- Business Name and Street Address
- Type of signage proposed

HDC will notify the applicant by e-mail of its approval or disapproval.

Step 2 – Applicant purchases eligible signage

Step 3 – Rebate

Applicants must submit the following information within 30 days of the HDC application notice by e-mail:

- Eligible third-party receipts or invoices that match the project description and final budget;
- Photo of the signage

HDC will review the receipts and invoices and mail the rebate check.