



MURAL PROGRAM APPLICATION

Date: _____ Applicant is the: Property Owner Business Owner

Applicant Name: Phone:
Contact Name: Fax:
Applicant Address: Email:
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Property Address:

Legal Description of the property where the project will occur:
.....
.....
.....

Please attach a description of the proposed mural. Attach supporting materials including photos of the existing building, drawings of the proposed mural, one or two quotes, a project budget (must include an anti graffiti coat) and a project schedule. Please ensure all attachments are clearly labelled.

Total Cost of Mural: \$ Grant requested: \$
(up to 50% of cost)

Approximate Date Mural Project will begin: Proposed Completion Date:
Must be within 12 months of approval.

BUILDING INFORMATION:

To your knowledge is the building a *Heritage Building*? YES NO UNKNOWN Number of Stories:

Current use: Retail Restaurant Office Service Other Commercial Residential Other
(please tick all appropriate boxes)

I understand that my submission of an application does not constitute a guarantee for funding under the Mural 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 terms and conditions of the Performance Agreement entered into with the DMRBIA.

Office Use Only

Date Rec'd: Date of Review:
Application Complete: YES NO (If no, provide details)
Decision: APPROVED APPROVED W/ CONDITIONS REFUSAL
Amount of Grant: \$

.....
Applicant Signature

PLEASE ATTACH THE FOLLOWING ITEMS:

- Proof of Property Title
- Sketch/illustrations/drawings of the proposed mural, incl. colour scheme
- Project schedule (Start and End Date)
- Project Description
- Contract Quote(s)
- Photos of area to be painted
- Project budget
- Description of materials

Note: Information collected in this application form is confidential & collected for the purpose of administrating the Mural Program and to maintain communications as considered necessary. Please note that the name & location of the building and mural designs may be released to various organizations, the media, and the public if the applicant receives a grant under the Mural Program.

MURAL PROGRAM

ELIGIBILITY REQUIREMENTS

- Buildings must be located within the Downtown Maple Ridge Business Improvement Association (DMRBIA) Area.
- The applicant must be the property owner or the business owner with the property owner's written consent.
- Grants are only paid upon completion and inspection of the pre-approved mural project.
- The maximum grant amount is 50% of the mural cost to a maximum of \$3,000.
- Only murals and properties which meet the eligible criteria or are otherwise deemed eligible upon review by the Mural Review Committee may be eligible to receive a grant.

PROCEDURE

- All applicants are encouraged to consult with the DMRBIA prior to formally submitting their application to discuss the program process and project design.
- Completed application submitted to the DMRBIA.
- Pre-mural inspection conducted by the Mural Review Committee.
- The Mural Review Committee reviews the application and will either approve, approve with conditions or refuse an application at its discretion. Additional information may be requested.
- A Performance Agreement is entered into between the successful applicant and the DMRBIA which will include a description of the project, cost of the project, list of eligible project expenses, start and completion dates of the project (completion must occur within 12 months of application approval), amount of the grant awarded, and any conditions.
- Mural application begins.
- Applicant provides to the DMRBIA a Certificate of Completion signed by the applicant and mural artist, copies of all bills pertaining to the mural and proof of payment.
- Completed mural is inspected by the Mural Review Committee.
- Applicant is issued a cheque.

GRANT APPROVAL

- All mural proposals are subject to a review of the wall(s) to be painted, art work must meet high quality standards, and the mural must be covered by an anti graffiti coat.
- Submission of an application is not a guarantee of funding approval or a specific grant amount.

GRANT REIMBURSEMENT PROCESS

The applicant must provide the following to the DMRBIA for reimbursement:

- A Certificate of Completion signed by the applicant and mural artist;
- Copies of all bills pertaining to the project and proof of payment (copies of credit card receipts or cancelled cheques);
- Mural inspection completed by Mural Review Committee;
- Applicant is issued a cheque.