

Powering Person County Businesses

Duke Energy and Roxboro Area Chamber of Commerce Grant Program

Information and Eligibility Guidelines

Duke Energy is excited to partner with the Roxboro Area Chamber of Commerce to offer a grant program to support the business community in Person County. Duke Energy has always been a supporter of Person County businesses and looks forward to seeing what can be accomplished with the grant program. Eligible amounts will range from \$500-\$5,000. Learn more about this opportunity below:

- Eligible Applicants:
 - Store Front/Buildings must be located in Person County. Tenants are eligible for grant funds by including a letter of approval for proposed improvements from the building owner with the application.
 - Business must have <100 employees
 - Non-profits that operate a storefront small business
 - Storefront businesses will be given preference, but non-storefront businesses will be considered.

- Eligible Improvements: This micro-grant award is intended to help small businesses add, improve, or update their business. Improvements include adding enhanced service or commerce opportunities for the business to adjust to changing times such as modifying physical space, improving an e-commerce site for online sales, or expanding capacity for delivering goods and services. See the list below for examples. Please check with the City of Roxboro Planning & Zoning and Person County Building Inspections to acquire any permits necessary.

Examples of eligible improvements for funding:

- Beautification: Repainting of a facade if already painted; we do not encourage painting historic brick that hasn't been previously painted, windows & doors, awnings (new or replacement), planters or signage
- Extend Space
- Safety Improvements: Exterior lighting or improving visible back/side entrances
- Enhanced service or commerce opportunities: New interior improvements, takeout window or outdoor lounge/dining, technology to improve online sales, expanding capacity for delivering goods and services
- Tools or programs to support the business's workforce needs: working with a recruiter, paying to list job opportunities, tuition for a training program
- Building of e-commerce platform or other equipment/tools needed for creative adaption

Examples of unapproved improvements:

- Do not harm the building; respect the historic character of the building and the district
- No roof repairs
- No sidewalks or parking spaces
- Payroll, salaries, incentive pay, rent, and utilities

Important Information & Dates

Applications for the Powering Person County Businesses will be released on **September 25, 2023**. Questions can be answered via telephone calls to 336.599.8333 or email at chamber@roxboronc.com.

All applications must be submitted by **November 27, 2023 at 5:00 p.m.** to Samantha Bagbey via email at chamber@roxboronc.com. When submitting, in the subject line of the email please have "Powering Businesses Grant-(Business Name)".

Applications will then be reviewed and scored by the committee. Letters to recipients announcing the award will be mailed by **December 18, 2023**. To be considered, the application must be complete including all additional paperwork that is needed for the committee to consider your application. An incomplete application will be considered null and void. Once you have been notified of your application status, if your project is complete and you are seeking reimbursement, you will receive your check within 30 days as well as be required to complete a check presentation at your storefront. There may be other requirements that will be attached with your approval letter. If your project has not started and is pending your grant status, the work may begin, and we ask that it be completed in less than 120 days. Special consideration will be given on a case-by-case basis if the work needs additional time.

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Grants amounts range from \$500-\$5,000 per storefront/building/business. If your project is approved, you will be given the grant amount at that time. Each approved applicant is required to pay the total project cost to refurbish, upgrade, and beautify their business. The approved reimbursement will be provided upon approval and proper documentation.

1. Applicant & Property Information

Street Address for proposed improvements:

Property Tax Map No: _____ Parcel: _____ Year Built: _____

Applicant Name: _____

Business Name: _____

Mailing Address (if different from Street Address): _____

Telephone: _____ Email: _____

Property Owner (if different from Applicant): _____

Telephone: _____ Email: _____

If the Applicant is different from the Property Owner, a letter from the owner expressing approval of the proposed project is required as well as the commitment of who will be reimbursed by the grant funds.

2. Type of Improvements Proposed

2a. Please give a description of what you are proposing and why it will benefit your business and Person County.

3. Improvement Costs

- Please attach a copy of the itemized estimate if the work has not been completed or the itemized paid invoice/receipt if the work has been completed. Be sure to include dates on when the project is anticipated to start and how long it will take to complete or the dates when the project started and ended if it has been completed. *Reimbursement will not exceed the approved grant amount but if the work is above this amount, please include the entire estimate.*

4. Reimbursement Process

- After the completion of the work and the post-award requirements have been met, you will receive a check within 30 days of approving the post-award check list.

5. Attachments/Enclosures Required:

- Color photo of existing: pre-renovations
- Complete design plan/renderings and/or information on program (if e-commerce)
- Property owner approval letter (if applicable)
- Color photo of completed project
- Paid in full invoice/receipt

6. Grantee Expectations

In order to continue the revitalization and continuously improve the aesthetics of Person County, we ask that you be mindful of good citizenship practices. By accepting this grant, you agree to work towards the betterment of Person County. While you can apply for up to \$5,000, there is a possibility that you will not be approved for the full amount but rather a portion of it. Requirements are in place to ensure the grant is used properly and fairly. If all requirements are not met before, during, and/or after approval, the committee has the authority to withdraw your approval status which could hinder future grant applications. By signing this application, you agree that all information and attached documents are accurate and valid and you will provide and follow all requirements if approved.

Signature: _____ Date: _____

Print Name: _____

Business and Title: _____