



Historic Marion Revitalization Association Tactical Urbanism Grant Program

Dear Building Owner/Business Owner,

HMRA knows how difficult things have been this year. We have stayed up to date on the pulse of the town, state, and nation about how COVID has been affecting businesses everywhere. Earlier this year, we took donations for a local relief fund to help our businesses who applied. We were able to distribute funding to help support your neighbors on Main Street! We have kept our eyes open for other money available and sent that out via email, text messages, and posted on our social media. We realize our support of you cannot stop there.

After some meeting of the minds, we have decided to develop another grant to help you with some flexibility in the ways we go about that. We are happy to introduce the Tactical Urbanism Grant Program. Tactical urbanism is, by definition, any low cost, temporary changes to an environment. The thought behind this process is any disruption to the “usual” environment or store front will attract attention. It’s our hope that with new eyes upon your building, new customers will be attracted to you and stop in the business. So what does this look like? Think outside the box! What can you do to improve the look of your store? It might be new potted plants, string lights, or outdoor seating. You might want a sandwich board for your business or new decor/decals for your window displays. HMRA would love to partner with you to help you bring new energy AND customers to your business! Review the guidelines and call us with any questions. We are excited to bring this new grant to you, but please note, funding is limited on this grant. Get some ideas, get a plan, and let’s make it happen together!

Taylor Newell
Executive Director, HMRA



Historic Marion Revitalization Association Tactical Urbanism Grant Program Guidelines

Purpose

The purpose of the program is to provide grant funding to be used by businesses and/or building owners within the Historic Retail District of Main Street Marion for tactical urbanism updates to their building or business.

Guidelines

What is encouraged?

- Eye catching decor
- Landscaping/plants
- Lighting
- Portable Signage
- Outdoor Seating
- Art Installations

What will not be funded?

- Anything that goes against Historic Preservation Guidelines
- Inventory for sale within a business

Eligible Applicants

Eligible applicants include owners of commercial properties and owners/managers of businesses located in the designated districts with the City of Marion and you must be a current business member of HMRA. Business owners/managers who are leasing a building for which improvements are proposed must submit a letter from the owner giving consent and approval of proposed project plans with their completed application (if permanent improvements are made to the actual building). Only businesses whose existing use is allowable by the City's current codes and regulations are eligible for funding through the Tactical Urbanism Grant Program (TUGP). The TUGP committee reserves the right to deny funding to applicants who are delinquent on payment of fines or fees.

Eligible Locations

Marion City Historic District boundaries are established as:

- Godbold St. on the south
- Pine Street on the east
- Bobby Gerald Parkway on the north
- Tom Gasque on the west

For purposes of this grant program, the Historic Retail District of Main Street Marion is defined as the portion of Main Street falling between Bobby Gerald Parkway on the North end and Godbold Street on the South end. Side streets directly contiguous with this portion of Main Street and no further than one city block off of Main Street are eligible for this program.

Incentive

Historic Marion Revitalization Association (HMRA) may provide the following:

- For any project:
 - 75% production and/or and installation of tactical urbanism installations (up to a maximum of \$1,000)

Application Submission, Review, and Processing

How to submit a funding request:

1. Complete the Tactical Urbanism Grant Program application.
2. Submit the forms to HMRA Executive Director in person at 103 E. Dozier Street, by email at hmra@theswampfox.org, or by mail at 103 E Dozier Street, Marion, SC 29571. Be sure to include photos or detailed descriptions of your plans. You must include a picture of your building indicating the location of what you are applying for.

****If you lease the space where your business is located you must submit a letter from the building's owner stating that he or she consents to the submission of the funding request and, if funded, approves of the requested upgrades.**

Tactical Urbanism Grant Program (TUGP) Committee

The Tactical Urbanism Grant Program Committee is a five-person committee consisting of the HMRA Executive Director, one to two members of the HMRA board of directors, and two to three at-large community members appointed by the HMRA Executive Director. This committee is the same as the Exterior Paint and Signage Committee. Term limits for the at-large community members are not to exceed 4 years.

Upon receiving your request, the TUGP Committee will:

1. Evaluate the application
2. Evaluate if program funding is available for the application
3. Confirm with City staff that the proposed grant complies with City regulations
4. HMRA may deny a grant application that does not make recommended changes to their plans after initial application review by HMRA.
*Every effort will be made by HMRA to work with the applicants so that an incentive can be granted.
4. If your funding request is approved you will be notified of such approval and you must receive approval from the City of Marion's Historic Commission before work may begin.
5. Work must begin within 45 days of approval from the Historic Commission and be completed within 60 days.

Applications will be reviewed by a process set forth by the TUGP Committee. The number of applications reviewed and selected will be based on availability in funding at that given time. Applicants are limited to one application within a given year and as funding is available. Permanent improvements/installments must be approved by the Marion Historic Commission and deemed consistent with streetscape in master plans for the area in which the property is located.

Reimbursement

Please remember that this grant program is a reimbursement program, which means that HMRA will not disburse the grant payment to you until you submit paid invoices and/or receipts for your project, as well as any other contractors working on the project and proof of payment. All reimbursement checks will be paid to the applicant listed. Invoices, receipts, and proof of payment must be submitted to the HMRA office.



Tactical Urbanism Grant Program 2023 Application

Applicant Name: _____

Contact Name: _____

Tenant Name: _____

Business Name: _____

Phone # _____ Fax # _____

Email Address: _____

Project Address: _____

Mailing Address: _____

Does the applicant own the project building? _____ Yes _____ No

If the answer to the above question is NO, please attach a letter from the building owner expressing approval of the project proposal.

Will you be using the services of an architect, engineer or contractor?

_____ Yes _____ No

If yes, list your architect, engineer or contractor of preference with name and contact number of business:

Name: _____ Phone # _____

Estimated Total Project Cost: (A) _____ *(attach itemized budget)*

Owner to Pay 25%: (B) _____

Total Grant Requested: (A-B) _____

(may not exceed 75% of the total project.)

Please write a summary of the tactical urbanism request. Photos or graphics of building and project requests must be submitted before approval will be given.

Signature of Applicant

Signature of Property Owner

Applicants who deviate from the approved application will be disqualified from this Grant Program.

Submit completed application to Historic Marion Revitalization Association.

For all questions, please contact the Executive Director at 843.423.9918 or hmra@theswampfox.org

103 East Dozier Street, Marion, South Carolina 29571



Tactical Urbanism Grant

SUBSTITUTE W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER & CERTIFICATION

In order to comply with the Internal Revenue Code, we are required to obtain your Federal Identification Number to be used in reporting the payments we make to you. Please complete the following information and return to the address below. Please type or print your information on the form below. Your cooperation in this matter is greatly appreciated.

Vendor: _____

Address: _____

City, State, Zip: _____

Please mark the Type of Entity:

- | | |
|--|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Sole Proprietor | <input type="checkbox"/> Governmental Unit |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> LLC or other |

Company Name

If individual or sole proprietor, also give name and SSN:

Employer Identification #

Name (print)

SSN

Authorized Signature

Title

Date

Telephone # _____

Primary Contact: _____

Email Address: _____

