



REGIONAL INCENTIVES PROGRAM

FINAL REPORT



Where Ontario Began





APPLICANT INFORMATION

Name of Applicant: _____

Project Name: _____

Mailing Address: _____

Phone: _____

Email: _____

GRANT INFORMATION

Please indicate the Regional Incentives Grant(s) you have been awarded and project costs.

Stay, Discover Grow Grants	Amount of Grant Awarded	Project Costs
Façade, Signage, and Property Improvement		
Façade Improvement – Basic		
Façade Improvement – Enhanced If outdoor art is a component and/or building has more than one street address and/or storefront, or if building has more than one wall that is visible from a public street, or fronts onto a laneway or parking lot.		
Signage Improvement – Basic		
Signage Improvement – Enhanced If building has more than one street address and/or storefront, or if the building has more than one wall that is visible form a public street, or fronts onto a laneway or parking lot.		
Property Improvement Life-cycle replacement will not be considered. Improvements must be above and beyond general maintenance.		
Building Improvement/Restoration		
Building Conversion/Expansion (under 5,000 Square Feet)		
Building Conversion/Expansion (over 5,000 Square Feet)		
Feasibility, Design, and Study		
Planning Application and Building Permit Fee		
TOTALS – Excluding HST	\$	\$

PROJECT RESULTS SUMMARY

How did your project achieve one or more of the economic goals of the Regional Incentives Program?

How did the funding make a positive impact on your business/property? Any lessons learned?

What are your future plans for your organization?

How would you suggest improving the Regional Incentives Program? Were there any challenges?
Would you recommend this Program to others?

CONFIRMATION OF OUTSTANDING PERMITS OR TAXES

Are there any outstanding building permits, property standards orders, property tax arrears, or any other outstanding Municipal/County accounts receivable on the subject property?

- Yes. If yes, please list: _____
- No

PHOTOGRAPHY

Please submit good quality digital photos of the completed project with your final report. They should be attached to your email as JPEGs or Tiff files.

EXPENSE CLAIM

Attach to this report a breakdown/summary of your project expenses, including copies of invoices, **clearly marked as paid in full**, and/or receipts. All receipts should be itemized in a clear and concise manner. You will also be asked to provide proofs of payment. This is usually done in the form of receipts, returned cheques or banking statements.

Eligible costs are those deemed necessary as stipulated with your application. Additional costs not approved as part of your contract will not be reimbursed.

NEXT STEPS

Please complete and sign this document and email it the SDG Regional Incentives Program Coordinator, Tara Kirkpatrick at tkirkpatrick@sdgcounties.ca and for further assistance, call Tara at T. 613-932-1515 ext. 1227.

Once claims have been finalized, the funds will be transferred to your local municipality, so that they can issue the payment of eligible grants.

Date: _____

Name of Applicant

Signature of Applicant

Name of Applicant

Signature of Applicant