



SIGN GRANT PROGRAM 2024

Program Objectives

Main Street Brenham strives to maintain and improve the quality of life for the citizens of Brenham by fostering an economically viable downtown district. Customers want to shop in an attractive and inviting environment, and property owners want to generate adequate rents from their building while creating a sense of pride in their investment. All of this can be accomplished while preserving and protecting the integrity of the downtown historic district.

To help achieve this goal, Main Street Brenham has established a Sign Grant Program, administered by the Main Street Board with funding through program fundraising. To receive assistance under this program, qualified applicants must complete the application and conduct their project under the guidelines of the Main Street program.

Financial Assistance:

Applicants who qualify may receive up to a \$750 matching grant for one building, with board discretion on whether assistance will exceed that amount for multiple buildings.

Consultation Assistance:

Through its association with the Texas Main Street Center, Main Street Brenham provides access to specific design services for properties within the designated Main Street district to assist with making historically sensitive design decisions; signage placement; sign design assistance and logo/color consultation.

Grant Guidelines:

- Grants will be administered on a first-come, first-served basis.
- Building or business owners must apply for the grant before work has begun.
- Applicants have 60 days from the date of approval of the application to complete the project and turn in all receipts for approval and reimbursement. If the project is not completed within this time frame the grant will not be awarded unless a written extension of the grant period is approved by Main Street.
- Sign grants will only be issued for exterior signage.
- The application, including design plans (i.e. colors, size, shape and placement) must be approved by the Main Street Design Committee.
- Grants will be administered as reimbursements once projects have been completed as agreed upon and receipts are shown for work completed.
- Projects not completed according to the application will be denied funding.

Application Process:

1. Complete the Grant Application Form.
2. Make certain all requested attachments are provided.
3. Receive approval from building owner for sign design and placement on the building. The owner's signature is required on the Application Form.
4. Submit the Application Form with Building Owner Approval, and the signed Application Agreement Form to the Main Street Brenham office at City Hall.
5. Consult with the Main Street Manager as to expected time for Committee/Board action.



SIGN GRANT APPLICATION FORM

Date: _____

Name of Applicant: _____

Name of Business: _____

Mailing Address: _____

Daytime Phone: _____ 2nd Phone: _____

Project Address: _____

Email: _____

Design plans are attached, as required, showing color, size, shape and placement.

BUILDING OWNER APPROVAL

I have seen a copy of the proposed signage that will be installed on my building. I approve the signage and its proposed location.

Building Owner's Signature

Date



2024 Sign Grant Program

APPLICATION AGREEMENT FORM

I have met with the Main Street Manager and I fully understand the established procedures.

I understand that if I receive a Sign Grant, any deviation from this agreement may result in the withdrawal of the grant.

I understand the sign Grant will be administered as a reimbursement once the project has been completed as agreed upon, receipts are shown for the work completed and a photo is provided showing the completed project.

I agree to hold harmless, indemnify and defend the Brenham Main Street Advisory Board, the City, and their officers, agents and employees from and against any claims for injuries or property damage caused by myself and my agents or employees during the course of this agreement.

I understand that the Sign Grant will be administered on first-come, first-served basis as long as funds are available. All decision of the Design Committee and Main Street Advisory Board are final.

I understand that all projects must comply with the City of Brenham ordinances and building codes and that I must have a sign permit from the City of Brenham before installing signage.

Signature

Date