

Storefront Improvement Program Grant Review

The Storefront Improvement Grant applications will be reviewed by the WCDC Executive Director for completeness of information and supporting documents and compliances with the UCC and Borough Code requirements. After the grant application is reviewed, it will be submitted to the WCDC Design Committee for review. The criteria for selection of businesses will be based upon location and confirmation that the property is currently vacant or sufficiently code deficient to be un-rentable. Only work approved by the Design Committee will be eligible for the Storefront Improvement Grant. Project work may not commence until the applicant/property owner receives a notice to proceed from the WCDC Executive Director. Once an application is approved, but before work may commence, the applicant must submit a schedule for project completion. All projects must be completed within a designated timeframe, agreed upon by the WCDC Executive Director. If work is not completed in the agreed timeframe, all grant money will be forfeited. However, if unforeseen circumstances occur which delay the project, exceptions may be considered.

Applicant's projects are required to meet all applicable codes and ordinances of the Borough of Wilkinsburg. Applicants are also required to secure any necessary permit(s) from the Borough of Wilkinsburg before work can commence. Once the project has been completed, the applicant must send a letter of project completion, an "after" photo, copies of all receipts, and proof of payment for materials and labor to the WCDC Executive Director. It is the responsibility of the grantee to fulfill financial obligations to all contractors and sub-contractors for the material and labor expenses. Once the work is completed and reviewed by the WCDC Board, within one month the WCDC will reimburse the property owner in accordance with the terms of the grant.