



DOWNTOWN JAMESTOWN SIGNAGE & 2ND STORY WINDOW DRESSING GRANT

This grant was created by the Jamestown Downtown Association Board to help property owners within the downtown Jamestown Blight Zone with rehabilitation, repair or replacement of signs and/or cleaning and covering vacant 2nd story windows. A maximum of \$2500 with a 50% match by the business or property owner per building is available through this grant.

Complete the application and send it to:
Jamestown Downtown Association, PO Box 1026, Jamestown ND 58402-1026

Eligible properties must be within the established Jamestown blight zone which includes 1st Avenue from 8th Street S to 5th Street N between 2nd Ave E and 2nd Ave W on either side or established downtown districts.

I understand that upon receiving a letter from the JDA approving the grant, it will not be paid until both the design work and the installation of the resulting signage are complete. I agree to be bound by the "Rules Governing the JDA Sign/Windows" grant which are part of this contract.

Applicant's Name _____

Name of Business _____

Property Address _____

Name of Property Owner _____

Telephone _____

Email _____

Signature of Applicant: _____

I hereby certify that I am the owner of the property located at: _____

Signature of property owner(s): _____

On the following page, briefly describe the work contemplated and attach the proposed project plans and specifications, and other appropriate signage design documentation.



Project Description

Rules Governing the “JDA Signage/Windows Grant”

1. Only existing JDA member business owners within the downtown corridors will be considered.
2. All signage designs must comply with the guidelines of the blight zone and the approval of City of Jamestown Building Inspector (Tom Blackmore 701-252-5900).
3. JDA Board discretion applies in approving any grant. An annual maximum of \$5000 will available. If funds are depleted for the year, the applicant may be asked to apply for the next annual cycle.
4. Applications must be accompanied by current photograph of the building, sign plans or sketches, and owner’s permission.
5. Under no circumstances will the Jamestown Downtown Association Board be considered to be or act as the owner’s agent or as part to any agreements or contracts associated with the Signage Grant project. The JDA Board will not have any role or responsibility in evaluating the compliance or application of any governmental codes relating to the proposed signage design services.
6. Any exterior sign proposal, from sign rehabilitation and repair to the replacement of an inappropriate sign, to window blinds or curtains for 2nd story windows is eligible for funding. Funds may be applied to the cost of the sign itself, not including labor and installation costs. Top priority will be given to projects that will make a highly visible contribution to the Jamestown Blight Zone district.
7. Payment of grant shall be made by the JDA Board directly to the applicant within 30 days of submittal of a paid invoice, color rendering of the sign/windows and photographs of the completed signage and/or window improvement. Said completed signage and/or window improvement must be consistent with the proposed design.
8. The JDA Board approval of a Signage/Windows Grant is a reimbursement grant and is valid for 6 months only from the date of the approval letter. If good faith undertaking of the new signage has not occurred at the end of 6 months, the grant approval automatically becomes void. Re-application for the grant will be considered in such circumstances.
9. Total grant funding is limited to \$5000 annually and \$2500 per project

JAMESTOWN DOWNTOWN ASSOCIATION

PO Box 1026 Jamestown ND 58402-1026 701.320.7217 www.jamestowndowntown.org