



BUSINESS IMPROVEMENT DISTRICT SECURITY IMPROVEMENT GRANT PROGRAM

To help Coliseum Central Business Improvement District (DISTRICT) business owners improve the physical security of their buildings, the DISTRICT has begun a Security Improvement Grant program. To be eligible projects must be located within the DISTRICT. Eligible businesses, building owners and agencies may apply for grant funding to make physical improvements to enhance the level of security and safety of their businesses or public spaces. The program requires that all proposals meet the following guidelines:

- Using the recommendations received from a Security Survey or a CPTED (Crime Prevention through Environmental Design) Assessment by the Hampton Police Division Applicants must complete an application form available at any time from the DISTRICT. All grant applications must be received within 90 days after applicant receives written report / (To request a Security Survey, call Hampton Police at 727-6574).
- Applications must come from the owners of the proposed property to be improved, or the applicant must submit evidence that the property owner has given his/her permission for the improvements to be made.
- Funds may only be used for security-related improvements to public or private land situated near; beside or surrounding DISTRICT businesses. Eligible projects include lighting enhancements, landscape or structural enhancements designed to improve visibility, installation of security alarms or security cameras, Grant applications that include electronic surveillance equipment must include surveillance of exterior areas and clearly demonstrate how said equipment would improve the overall safety and security of the BID as well as that of the applicant. Any other physical improvement that will improve and enhance the security and safety of the neighborhood. Items that are not eligible for grant funding include: fencing, monthly charges for surveillance monitoring, DSL line, or any other item that is considered as maintenance of the security improvement.
- Applicants must submit to the DISTRICT for approval a plan for security improvements containing a description and illustration of planned improvements and an itemized budget, including design, installation and fabrication costs.
- Any grant funding must be matched by non-DISTRICT funding, and the share of total cost accounted for by DISTRICT funding may not exceed 50% of the total improvement costs.
- Grant requests from government and non-profit agencies may be approved only if the proposed improvement project directly or indirectly improves security in an area near to businesses within the DISTRICT.
- In reviewing such grant requests, the DISTRICT shall base its funding decisions on the following guidelines:
 1. The project should be well designed and must be based upon the results of a CPTED Assessment or the results of a Security Survey.
 2. The project should enhance the level of security of the subject building or storefront and/or improve the level of security of the neighborhood.

3. The proposed project improvements should be consistent with the Coliseum Central Business Improvement District Design Guidelines.
 4. The project budget should be well planned, and evidence should be provided that the 50% non-grant portion of the project budget is available.
 5. The project must comply with the Hampton Municipal Code and any other applicable government laws and regulations.
 6. The project should result in a security-related enhancement of the neighborhood that is lasting and not merely temporary.
 7. The project should result in a security-related enhancement of the neighborhood that would not have occurred without the support of this program.
 8. The project should NOT result in security improvements which are unsightly or which, in any way, reduce the physical attractiveness of the building or site.
 9. The project should not be so large in scope as to place an undue burden on the Security Improvement Grant budget.
 10. Both the Security Committee and the Board of Directors should endeavor to avoid approving projects in such a manner as to focus an undue amount of DISTRICT resources on an individual property owner, business, or area in the DISTRICT.
- Applications for grants *must* be submitted and approved prior to the project being completed.
 - Grant applications will be reviewed by the District's Security Committee and, if recommended by the committee, will be forwarded to the District's Board of Directors for final approval.
 - The Board of Directors of the BID may approve or reject the application. The Board of Directors will make a good faith effort to give its approval or denial of such grant requests within 45 days of receipt by the Board at a regular meeting of the Board.
 - If the DISTRICT finds itself in receipt of multiple applications for grant funds in excess of the available budget, then the following procedure will be used for selecting which project to fund
 - For grant requests of \$2,000 or less, the DISTRICT Board of Directors will determine which of the applications best meet the first 8 funding guidelines outlined above.
 - For grant requests of \$2,001 or more, the DISTRICT Board of Directors will determine which of the applications best meet the 10 funding guidelines outlined above.
 - In order to be eligible for funding, an application must be for a grant of \$2,500 or less. Eligible businesses may only be awarded grant funding one time in a given fiscal year.
 - Approved matching grants will be paid on a reimbursable basis upon submission to Coliseum Central of evidence that the full amount of the invoice for the subject improvement has been paid in full.
 - If the Security Improvement Grant Program administrator determines that the proposed improvements could be viewed as unattractive, or visually unpleasing, and then it may also be required that the subject grant application be reviewed by the District's Physical Improvement Committee which may also forward a recommendation regarding the proposed grant award to the Board of Directors.

For more information about the program or to obtain an application form, contact the Coliseum Central Business Improvement District offices at 2021 Cunningham Drive, Suite 101, Hampton, VA 23666 – Phone: (757) 826-6351.