



General Qualifications and Conditions for Program Eligibility

The City of Claremont Storefront Vandalism Prevention Business Grant (SVPBG) Program is available to local businesses that have storefront susceptible to damage through vandalism and/or burglary. The City of Claremont ("City") is offering reimbursable grants of up to \$2,000 for the installation of shatter-proof window films for businesses to prevent or mitigate acts of vandalism or burglary that could result in the destruction or damage of business storefronts. The SVPBG Program will offer a grant to install window films and is available on a first-come, first-served basis, based on funding availability.

I. Eligibility Criteria

1. Eligible businesses must be one of the following business types:
 - a. Restaurants, coffee shops, bakeries, cafes, gastropubs, etc.
 - b. Salons, barbers, and other grooming businesses
 - c. Gyms, day spas, and fitness studios
 - d. Retail and Commercial stores such as consumer goods; electronics and appliances; health and sporting goods; furniture; clothing and shoes; kitchen equipment; books and entertainment stores; music and audio/visual equipment; art studio, etc.
2. A business must meet the following criteria to participate in the SVPBG Program:
 - a. Hold an active Claremont business license;
 - b. Have been in continuous operation in Claremont for one year;
 - c. Be located in a property in the City of Claremont; and
 - d. Does not have any unresolved code violations.

II. Use of Grant Funds

1. The City has allocated a total of \$50,000 for the SVPBG Program.
2. The standard grant amount per business is up to \$2,000.
3. Grant funds can be used for the installation of shatter-proof window films on the exterior windows of the businesses' commercial storefronts. Grant funds will be provided on a reimbursement basis upon the submission of receipts for the cost of installation of window films by eligible businesses that have been approved for participation in the SVPBG Program.

III. Required Application Documents

1. Lease Agreement/Mortgage Statement for Commercial Space (if applicable)
 - a. Business will provide a copy of the lease agreement/mortgage statement for the commercial space their businesses occupies.

2. Government Issued Identification

- a. All business owners must submit a copy of a government issued identification and social security card. Examples include:
 - Driver's license with photograph
 - State identification card with photograph
 - Copy of Social Security card
 - Military identification with a photograph
 - Valid passport

3. Proof of Payment

- a. Business must provide receipts for the installation of window films and proof of payment (copies of check/bank or credit card statements).
- b. Business must provide a copy of its W-9 form that reflects the name and mailing address that the reimbursement check should be issued and mailed to.

IV. Grant Process

1. Applicants can submit an application to install a window film to protect a business storefront.
2. Each application is reviewed soon after submission. Each application will be reviewed to ensure the applicant meets eligibility requirements.
3. Once the review process is complete and your application is deemed eligible, an affidavit will be sent to you to sign in the presence of a notary public.
4. Once you submit your notarized affidavit to the City, you will receive an approval letter in the mail letting you know when your check will be mailed.
5. The application period will remain open until all funds are expended.
6. Submission of an application does not guarantee funding. Funding will be determined in the City's sole discretion.

V. Additional Conditions

1. **Tax Liability and Credits:** The City of Claremont is not responsible for any taxes that may be imposed on the businesses as a result of the grants provided by the SVPBG Program.
2. **Disputes:** Except where otherwise limited by law, the City of Claremont reserves the right, in its sole discretion, to make final determinations regarding any disputed issues about the Program, including but not limited to eligibility and rebate amount.
3. **Program Changes:** The City of Claremont reserves the right to change, modify, or terminate the SVPBG Program at any time without any liability except as expressly stated herein.

CONTACT INFORMATION:

If you have any questions regarding this program, please do not hesitate to contact Katie Wand, Deputy City Manager at (909) 399-5454 or kwand@claremontca.gov.