



2026 Sign Grant Program Overview and Guidelines

The Greater Port Washington Business Improvement District (GPWBID) is pleased to announce the 2026 Sign Grant Program. This initiative supports property owners and commercial tenants within the district in enhancing their building's exterior aesthetics through new signage or awning improvements. **The grant now also includes the cleaning and refurbishment of existing signs and awnings as eligible projects.** Awards are distributed on a first-come, first-served basis, subject to available funding. The GPWBID will contribute 50% of the project cost, capped at a \$1,000 maximum reimbursement. For example, if a project costs \$3,000, the GPWBID will reimburse \$1,000.

Grant Program Details

- **Eligibility:** Applications are open to property owners and commercial tenants with the building owner's approval and notarized signature. Applicants must be members in good standing with the GPWBID.
- **Grant Application:** Must be submitted within six months of project completion. Projects must be completed within 12 months of application approval.
- **Funding Limitations:** This grant may be awarded once every 10 years per business. Combined grants for sign, facade, and tenant bonuses are limited to \$5,000.
- **Ineligible Signs:** Neon, blinking signs, window clings, and painted windows are not eligible for grants.
- **Reapplication:** If denied, applicants may resubmit once within 10 days of notification.
- **Board Discretion:** The GPWBID Board reserves the right to accept, deny, or adjust grant amounts.

Application Procedure

Submit a complete application package including:

- Completed Application Form
- Completed IRS Form W-9
- Approved municipal sign permit copies
- Notarized Affidavit
- Photos or renderings of proposed work
- Proof of payment upon project completion

The GPWBID Board will review applications and notify applicants of their decision. Funds are released upon proof of project completion and payment.



Sign Grant Program Application Form

Property Address:

Applicant:

Applicant Address:

Applicant Phone Number:

Applicant Email Address:

Property Owner Name:

Estimated Cost: \$ _____

Requested Grant: \$ _____ (50% matching cost up to \$1,000.00 maximum)

Supporting Documents

Permits, plans, and specifications sufficient to describe the proposed work are attached.

Grant Conditions Agreement

By requesting a Façade Grant, I understand and agree to the following conditions. Please initial each item:

- I understand the commitment of grant money expires 12 months from approval.
- All work must adhere to submitted and approved plans.
- Compliance with all government regulations is mandatory.
- Eligible activities include new signage or cleaning of existing signs/awnings.
- Grant funds are awarded post-completion and upon submission of proof of payment.

Signature of Property Owner or Commercial Tenant Applicant:

_____ Date: _____

This statement certifies that the proposed project meets the necessary requirements for applying for the Façade Grant.

Submit Application and Relevant Documents

By Mail to: Greater Port Washington Business Improvement District
Attention: Sign Aid Grant Program
329 Main Street
Port Washington, NY 11050

By Email to director@portwashingtonbid.org



AFFIDAVIT – All Grants (Façade/Sign/Tenant)

I, _____, being duly sworn, state:
(Property Owner or Commercial Tenant, the “Applicant”)

- I am the Property Owner or Commercial Tenant at (circle one) the Premises below.
- I am applying for a:
 - FACADE AID GRANT _____
 - SIGN GRANT _____
 - TENANT (NEW) BONUS GRANT _____

Premises Description

- I have reviewed and will comply with all relevant building and zoning codes.
- Attached is a description of the scope of work.
- Necessary permits are attached or pending.

Applicant Signature

Applicant

Sworn before me on this _____ day of _____, 2026

Notary Public