CITY OF CUMBERLAND

FACADE IMPROVEMENT PROGRAM INSTRUCTIONS AND APPLICATION

2026

Please direct completed applications and questions to:
City of Cumberland
Department of Community Development
57 North Liberty Street
Cumberland, MD 21502
Contact Melinda Kelleher
301-759-6451
melinda.kelleher@cumberlandmd.gov

Total Available Funds: $175,000.00

Grants will only be awarded to commercial properties within the State of Maryland Sustainable Communities boundary.

You can check with the contact above to confirm if you are eligible.

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Program Overview

This program applies to commercial properties within the City of Cumberland located in the Sustainable Communities boundary. Program funding may be used for capital improvements only. Local programs should prioritize improvements on, or attached to, primary elevations of commercial properties. Such eligible uses of grants include:

- *Signage*
- *Exterior painting*
- *Storefront reconstruction*
- *Siding*
- *Exterior lighting*
- *Window and door upgrades*
- *Public-facing masonry or cornices*
- *Murals*
- *Roofs*

The following improvements are **ineligible** for funding:

- *Any improvements banned by local building codes or zoning*
- *Improvements for businesses outside of the designated district*
- *Interior work*
- *Electric charging stations*
- *Solar panels*
- *Improvements to an individual building that, in aggregate, amount to less than $1,000 or more than $50,000 of funding during a single award cycle*
- *Changes to completed improvements that received façade improvement funding within the last 12 months*
- *Improvements for businesses or on properties that are otherwise prohibited from receiving State Revitalization Programs funding*
- *Predevelopment and operating expenses (including acquisition, permitting, architectural services, and design services) are ineligible. Expenses incurred prior to award by the local facade improvement program do not qualify.*

Maximum funding per project is $10,000. Amount of award granted will depend upon the number of applications received. Applications will be received on a first come, first served basis. *Applicants are required to provide a 20% cash match from private investment.* Applications are required to be signed and submitted by the property owner. *If you are a business owner, please work with your property owner in submitting an application. Business owners can apply on behalf of lessees planning leasehold improvements. The applicant must be the legal owner of the property at time of application with proof of ownership.*

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Special consideration will be given to projects that can demonstrate the following:

1) *Facades that are in greatest need of rehabilitation and are in considerable state of disrepair.*
2) *Projects in which a facade repair would make a significant improvement to the neighborhood.*

- All applications for will be reviewed by the State Historic Preservation Office. Properties that are also in the local historic district must be reviewed additionally by the city Historic Preservation Commission for approval. **All approvals must be granted prior to any work beginning.**

- Must demonstrate qualifications that ensure ability to undertake and complete the project.

- Must use a Licensed General Contractor.

- All required permits must be obtained prior to construction. Projects that are commenced prior to receiving the proper permits will invalidate the funding agreement and will lose all awarded funds.

- Proposed project must meet all state and local codes, and must comply with City Zoning Ordinance: *https://library.municode.com/md/cumberland/codes/code_of_ordinances*

- The grant recipient (property owner) will be reimbursed for expenses following the completion of the project and inspection by designated city personnel. The property owner is required to present copies of all original invoices and proof of payment as well as proof of matching expenses in order to receive reimbursement.
    - *As part of the application review process, the review team will conduct a site visit at each property.*
    - *Applications that are incomplete risk being withdrawn from scoring.*

- All City of Cumberland and Allegany County taxes and water, sewer and trash fees must be current.

- Property owner must not have any unaddressed city code violations.

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- The property owner is required to maintain property and general liability insurance on buildings and other improvements on the property throughout the duration of the project, at the owner's expense. Additionally, if the property is determined to be in a 100-year flood plain, as designated by the United States Department of Housing and Urban Development, the owner must maintain a flood plain insurance policy.

- Application period is October 16, 2026 until the funding is exhausted.

- Awardees must complete project by May 31, 2027.

- Limit one (1) grant per applicant per property.

- Property owner must agree to before and after photos of the project to be taken by City personnel.

Application Details:

Property Owner Name: _____

Phone: _____ E-Mail: _____

Project Applicant Name: _____

(If different from above)

Phone: _____ (If different from above)

E-Mail: _____ (if different from above)

Building Address for Façade Grant: _____

Is the building currently in use? _____

What business is currently in the building? _____

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Please attach proof of the following: (Applications with missing information will not be considered).

- Completed and signed application form
- Proof of income: most current tax return or benefit verification letter (SSI or Medicaid)
- Proof of ownership (signed contract of sale and/or most recent tax records)
- Current on all City of Cumberland and Allegany County Taxes
- Current on all water /sewer/trash fees
- Verification of homeowner's property and general liability insurance and, if applicable, flood insurance

Please provide a brief description of the project below. Please be specific.
(Feel free to attach additional information on separate page as needed).

Please attach a Project Scope of Work to include the following:

- DETAILED construction cost estimates
- DETAILED timeline for completion
- General materials list
- Please provide an outline of proposed changes and improvements to the building (including construction documents, renderings, drawings, elevations, etc.)
- Exterior pictures of the building
- General contractor information, contractor's license #

Project Costs:

Amount of façade improvement (Please provide quote(s) of expenses): _____

Amount of grant request: _____

Amount of personal funds/private investment: _____

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Is the required 20% match "in-hand" and the project is ready to proceed?

_____

_____

_____

Construction Information:

Current Primary Usage/Occupant: (If an area is not in use currently, please mark N/A).

Basement: _____

Ground Floor: _____

Second Floor: _____

Third Floor: _____

Fourth Floor & Up: _____

Public Information Disclosure

The City of Cumberland intends to make available to the public certain information regarding projects for which an application has been submitted. The information available to the public will include the information in this application as submitted or amended. This information may be confidential under Maryland's Access to Public Records Act. If you consider this information confidential and do not want it made available to the public, please indicate so in writing attached to this application. You agree that not attaching an objection constitutes your consent to the information being made available to the public and a waiver of any rights you may have under the Act regarding this information.

I have read and understand I have waived confidentiality of information as described above. Applicant's initials

_____

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Signature

I hereby declare under penalties of perjury that all information submitted is to the best of my knowledge, accurate and true. It is expressly agreed that the grantee agrees to hold harmless the City of Cumberland from all claims of any nature, which may arise as a result of the Facade Improvement Program. I understand that failure to submit a complete application or the falsification of information contained within the application will result in my application being rejected and could result in me being required to repay any grant funds awarded through this program.

_____

Owner Signature **Date**

_____

Owner Signature **Date**

Please submit completed application to Melinda Kelleher, City of Cumberland, Department of Community Development, 57 North Liberty Street, Cumberland, Maryland 21502 or submit in person at the Department of Community Development in the basement level of City Hall. If you have any questions, please contact Melinda Kelleher at 301-759-6451 or by email at melinda.kelleher@cumberlandmd.gov