



Norfolk Treherne Community Development Corporation (NTCDC)

Storefront Renewal Grant 2026 Guidelines

Program Overview:

The NTCDC Storefront Renewal Grant 2026 is sponsored and administered by Norfolk Treherne Community Development Corporation (NTCDC). The grant is intended to assist property owners and business tenants to enhance storefronts with significant improvements to Municipality of Norfolk Treherne commercial districts. Thereby encouraging existing businesses to stay and grow in our communities.

The grant is available to approved applicants who submit proof of paid invoices/statements by November 15, 2026. The reimbursement is set to be a maximum of \$1,500 per application to cover up to 50% of costs incurred from the start to the end of the granting period for 2026. Total project budgets may exceed \$3,000, however, the grant will not exceed \$1,500 per applicant.

The grant application opens on February 2, 2026 and all applications must be received by April 2, 2026. All applications will be reviewed to determine eligible expenses. The applicant will be notified of the eligible improvements and grant monies approved for the proposed improvements. A total of \$10,000 is allocated to this grant initiative.

Eligibility:

The NTCDC Storefront Renewal Grant 2026 is available to the following groups within the Municipality of Norfolk Treherne:

- commercial property owner(s) and their commercial tenant(s)
- private businesses
- not for profit organizations
- municipal owned facilities that are operated by committee groups.

*Note that new construction, national franchises, residences, schools and churches are not eligible.

Commercial tenant(s) must provide written authorization from the registered property owner(s).

Tenant(s) should have a minimum of two years remaining on a lease from the date of application.

Eligible costs will be limited to the cost of materials, equipment and contracted labour.

- GST and PST are not eligible for reimbursement.

Any work initiated before the application for the NTCDC Storefront Renewal Grant 2026 application is received and approved will not be eligible for funding.

The Municipality of Norfolk Treherne's Zoning Bylaw and the Manitoba Building Code will be considered in the review of all applications.

Objectives:

- To assist commercial property, business owners and community organizations with a building to make improvements to their buildings/storefronts to create a more vibrant and attractive business corridor and downtown areas
- To encourage the economic vitality of the business corridor and downtown areas
- To encourage innovative and unique features
- To create a welcoming and appealing retail area

Eligible Improvements Include:

- Redesign and/or reconstruction of the storefront (e.g. Siding, metal clad siding)
- Installation of informative new signage or improvements to existing signage
- Installation of canopies and/or awnings
- Installation of exterior lighting / permanent landscaping
- Professional murals / murals that encourage interaction with passersby
- Repainting or restoration of facades
- Entranceway modifications
- Engineering and/or design studies/drawings
- Improvements deemed eligible by the NTCDC Board

Ineligible improvements include:

- Building repairs or structural foundations
- Roof repairs not related to exterior aesthetics
- Interior plumbing
- Security bars or blinds
- Electrical or structural upgrades not associated with the store front improvements
- Personal property or equipment

- Tenant improvements not associated with a comprehensive upgrade
- Sidewalks and paving not associated with improvements
- Updates for Building Code, Fire Code or Property Standards Orders
- Improvements deemed ineligible by the NTCDC Board

Program Guidelines:

Grants are for businesses and non-profit organizations within the Municipality of Norfolk Treherne.

Norfolk Treherne Community Development Corporation will:

- Administer the applications received by April 2, 2026
- Select projects that meet the guidelines and eligibility criteria and notify successful applicants in April 2026.

All projects must comply with municipal, provincial and federal regulations.

The maximum amount of any grant issued under this program shall not exceed 50% of the eligible costs up to a maximum of \$1,500 per property, storefront or building.

Approved projects, following applicant's signed agreements, may be announced on the NTCDC social media feeds (project title and short descriptor, not individual names).

Completed projects may be shared with photos to social media and the local newspaper.

Grants awarded for a particular project are not transferable to another property or property owner.

The NTCDC has the right to inspect all completed projects to ensure the monetary value coincides with the work indicated on the approved application. Should NTCDC deem the monetary value of work to be less than that outlined in the application, the NTCDC reserves the right to reduce the amount of the grant accordingly.

NTCDC has the right to revoke any approved applications.

Grants provided under this program are subject to the availability of designated funds. The number of projects awarded will be determined by funding availability.

Building or sign permits must be obtained prior to work starting. Starting work prior to obtaining all required permits will result in a forfeit of funding.

All contractors must be licensed by the Province of Manitoba and carry the required insurance.

Construction contracts will be between the applicant and the contractor.

Applicants that require partial closure of the sidewalk in front of their business, are required to contact the South Central Planning Office to review requirements and acquire approval prior to construction.

Failure to comply may result in a forfeit of the funding.

Application Process:

An application form for the NTCDC Storefront Renewal Grant is available on-line in a fillable format at www.norfolktreherne.ca or by contacting the Community Development Officer.

Note: It is suggested you contact the Community Development Officer to schedule a time to discuss your plans before completing the application process to ensure the proposed project complies with the program.

Applicants must include all the following:

- a completed application
- photographs of the business frontage prior to improvements (JPEG or PNG form)
- proper drawings, plans, schematics, etc. of any proposed improvement elements
- detailed budget
- quotes

Note: In rare or complex cases, engineered drawings may be required.

Additional documents such as plans, evaluations or additional quotes or estimates may be requested by NTCDC to assist with the review process.

Application Deadline:

Intake for applications for the NTCDC Storefront Renewal Grant 2026 will commence on February 2, 2026 at 09:00 AM (CST). Applications will be accepted until 11:59 PM (CST), April 2, 2026.

How to submit your application:

Email: cdc@norfolktreherne.ca

Mail: Norfolk Treherne Community Development Corporation

P.O. Box 344, Treherne, MB, R0G 2V0

In Person: Drop off at Community Development Office or MNT Drop Box

215 Broadway St. Treherne MB

Application Approval:

Applications will be reviewed by the NTCDC Subcommittee. Only complete applications for projects that meet all program guidelines will be considered.

All recipients will be notified whether their application has been approved within 30 days of the application deadline of April 2, 2026.

The NTCDC reserves the right to accept or deny any applications. Not all applications are guaranteed funding. All information pertaining to applicant project details that are submitted will remain confidential.

Project Completion Deadline:

All work must be completed with a final report submitted to NTCDC no later than November 15, 2026.

The NTCDC may, upon request, provide an extension where circumstances beyond an applicant's control would result in not being able to meet this deadline. Extensions will be at the discretion of the NTCDC Board.

Financial constraints will not be considered beyond an applicant's control.

Payment of Grant:

Total project budgets may exceed \$3,000, however, the grant will not exceed \$1,500 per applicant.

Grant funds are dispersed upon completion of the approved work and the submission of professional invoices and proof of payment. Reimbursement is limited to the costs outlined and approved on the application; applicants must submit proof of paid invoices/statements by time November 15, 2026.

The applicant must provide scans and/or copies of the following items to NTCDC:

- copies of invoices
- proof of payment
- photographs of business frontage after project completion (JPEG or PNG form)

NTCDC Board may conduct an inspection of the completed work and verify the accuracy of all invoices.

Upon satisfaction of project completion by the NTCDC, grant funding will be issued within 30 days.