



Cocoa Beach Community Redevelopment Agency (CRA) Business Beautification Grant.

TERMS AND CONDITIONS

INTRODUCTION:

The Downtown Cocoa Beach CRA was created to revitalize the downtown. In Partnership, and in order to promote local business to re-invest in Downtown Cocoa Beach (within the CRA boundaries) this grant program was created. This grant will provide financial assistance to businesses to make aesthetic improvements to their storefronts. Grant applications are to be made the last month of the quarter. Grants will be awarded on a quarterly basis and will be reimbursable in nature. An applicant can receive only one grant in the city's fiscal year. Grants will be limited to a maximum of \$2500.00 per applicant. Applicants must provide matching funds.

Business Beautification Grant

The goal of the Business Beautification Grant is to improve the "walk up appeal" to businesses in the downtown CRA area. The grant is to be used to preserve the quality of the downtown and partner with business owners on improvements that would, create a sense of pride while preserving and increasing the value of downtown property.

***Eligible Improvements: including but not limited to:**

- Exterior Landscaping including trimming of trees and bushes
- Deteriorating Exterior Signage
- Assistance in conforming to city sign ordinance
- Enhancement of driveways and parking lots

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*** Ineligible Improvements: including but not limited to:**

Interior and exterior repairs or additions

Infrastructure of building and/or changes to infrastructure of building

Furnishing of shop or restaurant

Replacement of interior windows or doors or flooring

Regular building or property maintenance

The CRA reserves the right and may require an inspection by the City Building Inspector or other CRA contracted specialist to confirm that the proposed improvements are conforming.

ELIGIBILITY REQUIREMENTS:

Qualification of applicants is determined by CRA Staff prior to submitting application to CRA Board for consideration according to the following guidelines.

- Applicants must own business and operate within the Cocoa Beach CRA boundaries.
- Grant applications will be received only from property owners.
- All work must meet City Codes.
- Property taxes must be current.
- Business must have an up to date Business Tax Receipt (BTR).
- Projects must commence after applying and receiving an award and completed within six months. Any repairs or improvements underway will not be funded.
- City staff will review all applications to verify they meet the eligibility requirements.
- City Staff will submit all eligible applications to CRA Board.
- Funding decisions from CRA Board are final.
- Businesses will receive from the city a 1099 for their grant at the end of the year.
- Businesses must fill out a Vendor Registration form with the city in order to be reimbursed.

- Grant is reimbursable only, no prepayment or partial payments.

WARRANTIES FOR REPAIRS AND IMPROVEMENTS

It is the responsibility of the property owner(s) to obtain any and all warranties for repairs and improvements from their respected general contractor, either during or after work has commenced. The Downtown CRA offers no warranties expressed, implied or written for improvements or repairs.

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PROGRAM PROCEDURE

1. Applicants must complete the application and return it to the City of Cocoa Beach CRA staff along with all the necessary documents.
2. Applicants will be reviewed by CRA staff. Applicants must use a licensed contractor unless they are making improvements themselves. If making improvements themselves they must provide documentation that the work is permitted by Development Services Department, City of Cocoa Beach.
3. Applicants will be notified within 30 days regarding their eligibility to participate in the program.
4. CRA Board will vote on funding for eligible applicants at a regular scheduled CRA Board meeting.
5. Grants will be awarded on an as available basis.
6. Once the application has been reviewed and approved by the CRA Board the applicant will be notified by CRA staff.
7. When approved work is completed, the CRA staff will perform a "verification inspection" to ascertain if all work was completed. All repairs or improvements must be completed within six months after grant is awarded.
8. Grant will only be reimbursed after work is completed and receipts are verified by CRA staff.

*- Discretion of elected CRA Board