


# FACADE GRANT APPLICATION

**COMMUNITY REDEVELOPMENT AGENCY**

 863-534-0100 EXT.2771

 680 E MAIN STREET  
BARTOW, FL 33830

 [BARTOWCRA@CITYOFBARTOW.NET](mailto:BARTOWCRA@CITYOFBARTOW.NET)

# FACADE GRANT PROGRAM INFORMATION

PRIOR TO APPLYING FOR GRANT FUNDING, PLEASE REVIEW THE PROGRAM DESCRIPTION



## **Program Overview**

The Community Redevelopment Agency's (CRA) Commercial Facade grant program aims to improve commercial properties' visual appearance through small-scale exterior building enhancements and site improvements. Grants may be awarded to property owners or tenants for exterior improvements to a commercial property within the CRA district. **This program is intended for exterior facade renovations and/or repairs that do not exceed a total project cost of \$25,000. The CRA will fund a 50% matching grant toward the total cost of the project up to a maximum of \$12,500.** Applicants may spend more than \$25,000 on their building project; however, the maximum grant amount will remain at \$12,500.

## **Program Eligibility and Activities**

The Funding for the Commercial Facade grant program is based on budget availability and will be considered on a first-come, first-served basis. Application submittal does not guarantee approval for funding. All applications will undergo a review and approval process to determine eligibility for approval. Priority will be given to new applicants applying for funding, while applicants who have previously received CRA funding, regardless of previous award date, may be deemed ineligible. Applications that do not comply with program criteria will not be considered for funding. Grants will not be awarded for work completed prior to the execution of a grant agreement between the CRA and the applicant. All funding decisions are final. This grant program cannot be combined with any other CRA grant program for interior and/or exterior renovations. Individual storefronts contained in one parcel will be considered eligible for funding if they have unique mailing addresses and entrances.

## **Grant Process**

Property owners or tenants must submit a complete grant application. If the applicant is a tenant, the property owner will be required to authorize exterior renovations in writing via a notarized letter. CRA staff reviews the application for funding eligibility. Once an application is complete and in compliance with the grant program, CRA staff will provide a letter of approval and schedule a meeting to execute a grant agreement outlining the approved funding amount, total project costs, project timeline, and scope of work. The application form is available at [www.cityofbartow.net](http://www.cityofbartow.net).

## **Property Information**

The subject property must have an active tenant or a tenant that will be open for business once the building improvements are complete. Applicants must supply proof of a lease that identifies at least a minimum of a one-year term or a plan to be approved for occupancy for a year from the time building improvements are complete. Existing tenants must provide proof of a lease that identifies a minimum of one year remaining in the lease term after execution of the grant agreement.

# FACADE GRANT PROGRAM APPLICATION

## PERSONAL INFORMATION

Name

Address

Email  Phone #

Business Phone #   Business Owner  
 Property Owner

## PROJECT INFORMATION

Business Name

Purpose of Project

Address

Property Owner (By Deed)

Property Owner Address

Property Owner Phone #

Email  Property in the CRA District?  
 Yes  No

## CHECK ALL THAT APPLY AND SUBMIT INFORMATION FOR A COMPLETE APPLICATION

Total Project Cost  Funding Request

Site-Project Photos  Renderings-Concept Images  Copy of Lease  
 Two Project Quotes  Building Permit (If Applicable)  Project Timeline

1. Is the property free of liens/judgements (except mortgage)?  Yes  No  
2. Has the property received a previous award from the City/CRA?  Yes  No

Response to questions 1 or 2:

[Redacted]

[Redacted]

3. What is the condition of the property?  Fair  Poor

4. How many sides of the property face a Right of Way? [Redacted]

5. Will the project be completed in four months or less?  Yes  No

If the answer to question 5 is 'no', please explain [Redacted]

[Redacted]

[Redacted]

### PROPOSED IMPROVEMENTS

6. Please provide a brief description of the proposed project [Redacted]

[Redacted]

[Redacted]

7. Is there an identified Tenant with a lease?  Yes  No

*Note: Tenant lease must show occupancy of a year after the execution of the grant agreement*

8. Is financial funding available for the Project?  Yes  No

*If 'yes', please submit supporting financial documentation with the application for review.*

9. Is there a current Business Tax Receipt for the business?  Yes  No

*If a new business, a BTR must be obtained within 60 days of the execution grant agreement.*

#### Check all Eligible Categories for Exterior Improvements

- Windows
- Doors
- Painting
- Signage
- Siding Materials
- Shutters
- Site Improvements
- Electrical
- Awnings
- Demolition
- Surface Repairs
- Other

If 'Other' is selected, please explain [Redacted]

[Redacted]

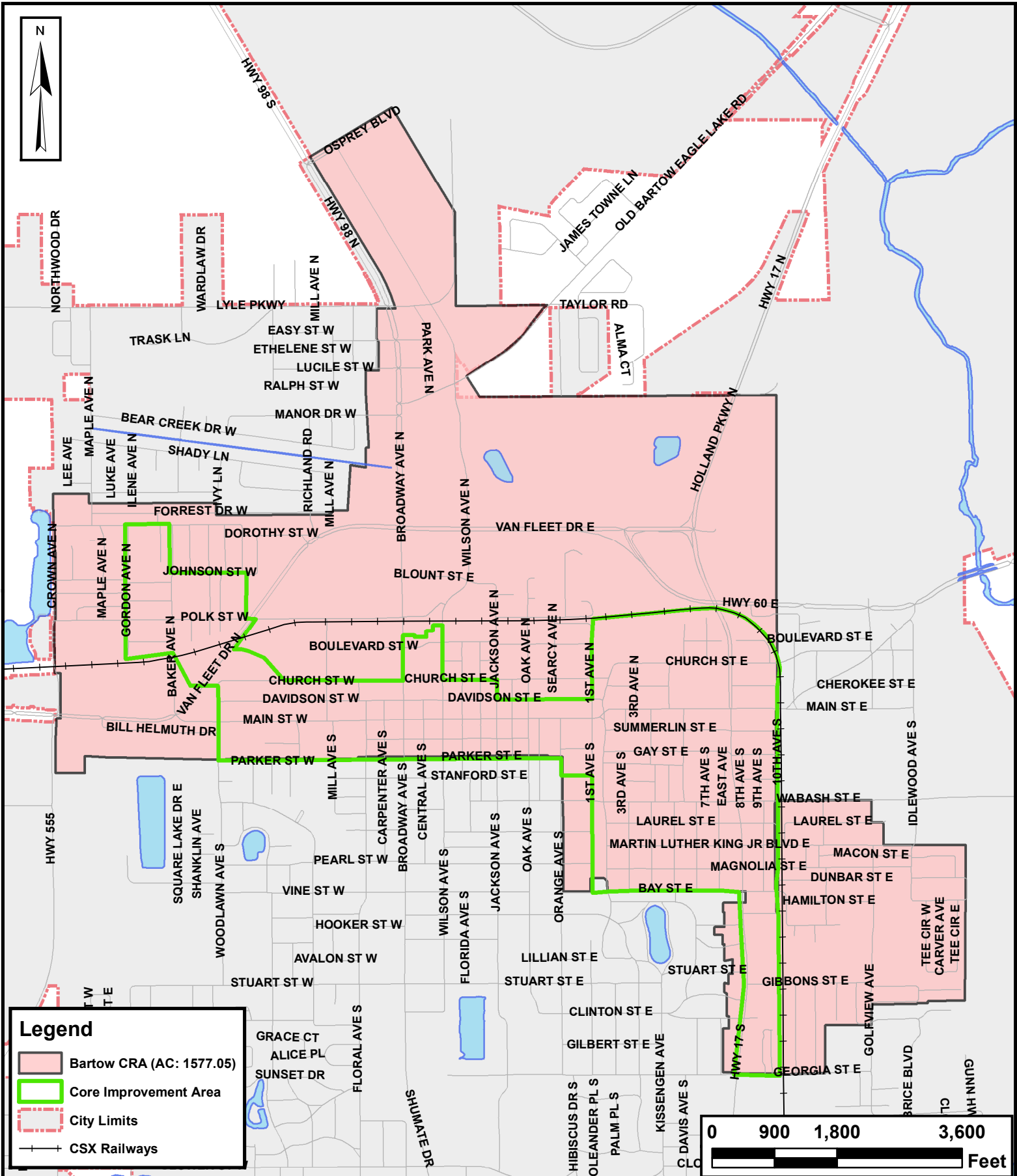
10. Is the project viable without CRA funding?  Yes  No

Please explain [Redacted]

**By signing below, you acknowledge that you have reviewed the program description and understand its guidelines.**

\_\_\_\_\_  
Applicant Signature/Date

\_\_\_\_\_  
Property Owner(s) Signature/Date



**Bartow CRA 1,577.05 Acres**

**January 2021**

**Core Improvement Area**

**City of Bartow**