



City of Tarpon Springs, Florida

324 EAST PINE STREET
P.O. BOX 5004
TARPON SPRINGS, FLORIDA 34688-5004

BUILDING DIVISION (727) 942-5617
ENGINEERING DIVISION (727) 942-5608
PLANNING & ZONING DIVISION (727) 942-5611

DEVELOPMENT SERVICES
DEPARTMENT

NEW COMMUNITY REDEVELOPMENT AREA (CRA) GRANT PROGRAMS

In an effort to assist property and business owners in the Community Redevelopment Area (CRA) who desire to improve their buildings the City of Tarpon Springs is considering offering the following programs:

1. Façade Improvement Grant Program – This program offers business and property owners the opportunity to apply for grant funds to help improve the façades of their buildings. Grant funds may be used for up to 50% of the project costs for a maximum of \$5,000 for single story buildings and a maximum of \$15,000 for two story buildings.
2. Interior Renovation Grant Program – This program offers business and property owners the opportunity to apply for grant funds to help with interior renovations of their buildings. Grant funds may be used for up to 50% of the project costs for a maximum of \$5,000 for single story buildings and a maximum of \$15,000 for two story buildings.

Attached you will find draft applications for both programs.

Attachments:

1. Draft Façade Improvement Grant Program Application
2. Draft Interior Renovation Grant Program Application



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FAÇADE IMPROVEMENT GRANT PROGRAM GRANT APPLICATION

I. Applicant / Business Information

Please type or print

Applicants' Name: _____

Mailing Address: _____

City / State / Zip Code: _____

Phone / Fax / Email: _____ / _____ / _____

Property Address: _____

City / State / Zip Code: _____

Business Name:* _____

Business Owner: _____

City / State / Zip Code: _____

Phone / Fax / Email: _____ / _____ / _____

Property Owner: _____

Mailing Address: _____

City / State / Zip Code: _____

Phone / Fax / Email: _____ / _____ / _____

*If the business is a partnership, attach a sheet listing name, address, and telephone number of each partner.

*If the business is a corporation, attach a sheet listing name, address, and telephone number of each shareholder and officer who owns any portion of the corporate stock. Publicly held companies are exempt.

II. Description of Façade Improvement

Please provide a brief description of the planned façade improvement: [attach sheets as necessary]

Attach a drawing or rendering of the planned façade improvements, as well as any additional descriptive material.

Attach at least two (2) photos of the building façade in its current condition.

III. Cost of the Façade Improvements

Please provide cost estimates for the planned façade improvements.

Architectural Façade Renovation:	\$ _____
Replacement or Installation of Windows and/or Doors:	\$ _____
Replacement or Installation of Permanent Awnings:	\$ _____
Structural Alterations or Accessibility Improvements:	\$ _____
Landscaping and Irrigation:	\$ _____
Other: _____	\$ _____
Total Project Cost:	\$ _____
Grant Funds Requested: (See page 4 for grant calculation)	\$ _____

Please attach an itemized listing of costs or estimates from a licensed contractor.

IV. Applicant's Acknowledgements

Please read and initial all of the following:

- _____ The undersigned applicant agrees to utilize any grant funds received in strict conformance with the provisions set forth by the Community Redevelopment Agency in **Resolution 2010-__**.
- _____ All grant applications must receive approval by the Technical Review Committee (TRC) before any construction can commence. No grants will be awarded on an application if work has been started or completed.
- _____ All grant applications for buildings/properties within the Historic District must receive all applicable Certificates of Approval (CA) from the Heritage Preservation Board (HPB) before any construction can commence. No grants will be awarded on an application if work has been started or completed.
- _____ All applicants will be required to present proper permitting through the Development Services Department before any application will receive an "approved" grant award. This includes any changes required to obtain a building permit. Variances and/or zoning change requests must be handled prior to award approval.
- _____ All applicants that are awarded a grant understand that when submitting for reimbursement that "cash receipts" will not be accepted due to auditing requirements - NO EXCEPTIONS. You must pay for materials and services by check, money order or by credit card. Verification of payment must be submitted with reimbursement request.
- _____ Only properties located within the Community Redevelopment Area (CRA) are eligible for this grant.
- _____ All grant recipients must complete a W-9 Tax Form and will receive a 1099 Tax Form for their award.

V. Checklist

Only completed applications will be accepted so please be sure you submit the following with this application:

- List of all business owners including name, address and telephone number.
- Drawings or renderings of the planned façade improvements, as well as any additional descriptive material.
- Two (2) current photographs of the façade in its current condition.
- Itemized list of costs or estimates from a licensed contractor.
- Completed W-9 Tax Form.

VI. Applicant's Signature

Applicant's Name (Printed or Typed)

Date

Applicant's Signature

Date

STATE OF _____
COUNTY OF _____

Sworn to and subscribed before me by _____ who is personally known to me
or produced _____ as identification, this _____ day of _____ ,
20_____.

Notary's Signature _____

SEAL:

FAÇADE IMPROVEMENT GRANT FUNDING CALCULATION SHEET

Applicant's Name: _____

Property Address: _____

Business Name: _____

Under this grant program the applicant may request **\$100.00** per linear foot of building frontage for single story buildings or **\$200.00** per linear foot of building frontage for two story buildings. Please check the appropriate box below and calculate the amount of eligible grant funds for this project:

SINGLE STORY BUILDINGS

LINEAR FOOTAGE OF BUILDING FRONTAGE [_____] X **\$100.00** = \$ _____ **

GRANT FUNDS CAN BE USED FOR UP TO 50% OF TOTAL PROJECT COSTS – NOT TO EXCEED **\$5,000

TWO STORY BUILDINGS

LINEAR FOOTAGE OF BUILDING FRONTAGE [_____] X **\$200.00** = \$ _____ ***

***GRANT FUNDS CAN BE USED FOR UP TO 50% OF TOTAL PROJECT COSTS – NOT TO EXCEED **\$15,000**



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INTERIOR RENOVATION GRANT PROGRAM GRANT APPLICATION

I. Applicant / Business Information

Please type or print

Applicants' Name: _____

Mailing Address: _____

City / State / Zip Code: _____

Phone / Fax / Email: _____ / _____ / _____

Property Address: _____

City / State / Zip Code: _____

Business Name:* _____

Business Owner: _____

City / State / Zip Code: _____

Phone / Fax / Email: _____ / _____ / _____

Property Owner: _____

Mailing Address: _____

City / State / Zip Code: _____

Phone / Fax / Email: _____ / _____ / _____

*If the business is a partnership, attach a sheet listing name, address, and telephone number of each partner.

*If the business is a corporation, attach a sheet listing name, address, and telephone number of each shareholder and officer who owns any portion of the corporate stock. Publicly held companies are exempt.

II. Description of the Interior Renovation

Please provide a brief description of the planned interior renovation: [attach sheets as necessary]

Attach a drawing or rendering of the planned interior renovation, as well as any additional descriptive material.

Attach at least two (2) photos of the building interior in its current condition.

III. Cost of the Interior Renovation

Please provide cost estimates for the planned interior renovation.

Ceilings, Floors, Walls:	\$ _____
Permanent Fixtures:	\$ _____
Lighting, Windows, Doors:	\$ _____
Build Out and Aesthetic Detailing:	\$ _____
Structural Alterations or Accessibility Improvements:	\$ _____
Electrical, Plumbing, HVAC:	\$ _____
Other: _____	\$ _____
Total Project Cost:	\$ _____
Grant Funds Requested: (See page 4 for grant calculation)	\$ _____

Please attach an itemized listing of costs or estimates from a licensed contractor.

IV. Applicant's Acknowledgements

Please read and initial all of the following:

- _____ The undersigned applicant agrees to utilize any grant funds received in strict conformance with the provisions set forth by the Community Redevelopment Agency in **Resolution 2010-__**.
- _____ All grant applications must receive approval by the Technical Review Committee (TRC) before any construction can commence. No grants will be awarded on an application if work has been started or completed.
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V. Checklist

Only completed applications will be accepted so please be sure you submit the following with this application:

- List of all business owners including name, address and telephone number.
- Drawings or renderings of the planned interior renovation, as well as any additional descriptive material.
- Two (2) current photographs of the building interior.
- Itemized list of costs or estimates from a licensed contractor.
- Completed W-9 Tax Form.

VI. Applicant's Signature

Applicant's Name (Printed or Typed)

Date

Applicant's Signature

Date

STATE OF _____

COUNTY OF _____

Sworn to and subscribed before me by _____ who is personally known to me
or produced _____ as identification, this _____ day of _____,
20____.

Notary's Signature _____

SEAL:

INTERIOR RENOVATION GRANT FUNDING CALCULATION SHEET

Applicant's Name: _____

Property Address: _____

Business Name: _____

Under this grant program the applicant may request **\$100.00** per linear foot of building frontage for single story buildings or **\$200.00** per linear foot of building frontage for two story buildings. Please check the appropriate box below and calculate the amount of eligible grant funds for this project:

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LINEAR FOOTAGE OF BUILDING FRONTAGE [_____] X **\$100.00** = \$ _____ **

GRANT FUNDS CAN BE USED FOR UP TO 50% OF TOTAL PROJECT COSTS – NOT TO EXCEED **\$5,000

TWO STORY BUILDINGS

LINEAR FOOTAGE OF BUILDING FRONTAGE [_____] X **\$200.00** = \$ _____ ***

***GRANT FUNDS CAN BE USED FOR UP TO 50% OF TOTAL PROJECT COSTS – NOT TO EXCEED **\$15,000**