



September 4, 2018,

The Coconut Grove Business Improvement District (BID) is introducing the following new grant programs in 2019. These grant programs make funds available for a variety of improvements to your business and property. The various initiatives offer funding on a matching basis, as well as offer funds outright. Since 2011, the Coconut Grove BID partnership has administered reimbursable grants and leveraged hundreds of thousands of dollars in private investment.

General Façade Improvement Grant: Offers you \$5,000 for your \$2,500. In other words, you spend a maximum of \$7,500, and the BID will reimburse you \$5,000 with only \$2,500 actually coming out of your pocket. If the project cost is less than \$7,500, the BID will reimburse you for 2/3rd of total project cost. Please note that improvements must have a life expectancy of a minimum of 10 years. Priority improvements include, in the following order:

- **Repairs, cleaning, and/ or re-painting of building exteriors**
- **Building Signage as per code requirements**
- **Interior lighting for window areas or retail displays**
- **Exterior lighting for facades and signage**
- **Awning/ canopy installation**
- **Restoration of architectural details that highlights the building's historic nature**
- **Front door and impact window replacement**

Lighting Grant: Offers you up to \$500 to implement outdoor lighting in front of your storefront. This may include tree lighting, walk way lighting, or any type of semi-permanent lighting that assists in brightening the area in front of, or adjacent to, your business. Funds will be provided as a reimbursement.

- **Walkway lightings**
- **Planter lights**
- **Tree lighting**
- **Decorative flood lights**
- **Safety Flood Lights**

Sidewalk Café Planter Grant: Offers you up to 4 planters to be given to you in-kind. The planters are to be selected and purchased by the Coconut Grove BID, and will be uniform among all recipients of this grant. The amount of planters will be determined by the review committee. The planters are to be maintained by your business and it is required that these planters remain for up to two years.

- **Must have an active sidewalk café permit or application in process**
- **If sidewalk café permit is not renewed, the planters must be returned to the BID**

Multi-Business Grant: Offers up to \$50,000 for a multi-business project totaling at least \$150,000, should funds be available. The project must include work to the façade of a multi-tenant building, or a project which includes multiple business. Examples of this include façade work to a large building with multiple tenant, work to the area in front of neighboring businesses along the same street, or an owner of multiple businesses within the grove. **Applicants must fill out one grant application and include all businesses involved.**

THE PROCESS:

Applications are reviewed and approved by an advisory committee; this review process takes approximately 30 days. Applicants are reimbursed at the completion of the project, upon submission of all required documentation. **All work must be performed by a licensed contractor, permitted, inspected and completed within 180 of the application's approval.** If you are unable to complete the work within the designated timeframe, written request for an extension must be submitted to the BID prior to the expiration of the 180 day timeframe.

HOW TO APPLY:

The first step in applying for the one of the grant programs is to contact the Coconut Grove BID at 305-461-5506 or projects@grovebid.com.

FAÇADE IMPROVEMENT GRANT CONDITIONS

1. Project shall be constructed in accordance with the Scope of Work described and attached as Exhibit A
2. Budget shall be based upon 3 bids/estimates attached as Exhibit B
3. Grant Funds will be reimbursed in an amount not to exceed \$5,000.00 as match to the project's budget upon completion of the project. Funds will not be dispersed until the following has been provided:
 - a. All invoices pertaining to the project
 - b. Evidence of all closed permits
 - c. Inspection performed by the BID
 - d. Dated before and after photos submitted to the BID
4. Work shall be done in accordance with the State of Florida Building Code and City of Miami Codes. Applicant is responsible for obtaining any permits and/or approvals required prior to construction.
5. Work shall commence within 30 days of permit issuance from the City of Miami
6. Work is required to be completed within 180 days from the noticed date of approval by the BID
7. All documents are to be provided to the BID within 30 days of work completion
8. Requests for extension of the 180-day timeline will be reviewed by the advisory committee and may be granted under certain circumstances or acts of god (such as hurricanes). Extension requests must be submitted in writing to the BID at least 30 days prior to the 180-day expiration date.
9. Upon completion of the project, applicant is required to maintain the improvements for a minimum period of 5 years from the completion date
10. If you are selected for a grant this cycle, and do not complete the grant within the allotted timeframe, you will not be eligible to apply for any grant in the next grant cycle

SIDEWALK CAFÉ PLANTER GRANT CONDITIONS

1. Planter type is at the sole discretion of the BID
2. Planters must be depicted on the sidewalk café plan submitted to the City of Miami for approval
3. Installation date for the planters is to be coordinated by the BID
4. Planters are to be watered, secured, and maintained by the applicant
5. Planters must remain as part of an outdoor café for the duration of the active permit. If planters are removed from the sidewalk café, while a permit is still active, the applicant must reimburse the BID.

OUTDOOR LIGHTING GRANT CONDITIONS

1. Lighting must be in accordance with City of Miami Building Code
2. Power for lighting must be supplied by the business, or lights must be battery/solar operated
3. Lighting is to be installed by the business
4. Lights are to be maintained by the applicant
5. Lights must remain on until at least 12am, nightly.
6. Lighting must remain in place for at least one year, or the business must reimburse the BID
7. Work shall be done in accordance with the State of Florida Building Code and City of Miami Codes. Applicant is responsible for obtaining any permits and/or approvals required prior to construction.
8. Work is required to be completed within 60 days from the noticed date of approval by the BID
9. All documents are to be provided to the BID within 30 days of work completion
10. Requests for extension of the 60-day timeline will be reviewed by the advisory committee and may be granted under certain circumstances or acts of god (such as hurricanes)
11. If you are selected for a grant this cycle, and do not complete the grant within the allotted timeframe, you will not be eligible to apply for any grant in the next grant cycle

MULTI-BUSINESS FACADE GRANT CONDITIONS

1. All businesses involved in the project must be a part of the Business Improvement District
2. Only one application is required for the entire project, but must list all businesses involved
3. All conditions listed in the Façade Improvement Grant Conditions apply

FAÇADE IMPROVEMENT GRANT APPLICATION

Applicant Contact Information:

Tenant Property Owner Both

Contact Name: _____

Mailing Address: _____

Daytime Phone: _____ E-Mail: _____

Property Ownership & Corporation Information:

Corporation Name: _____

Mailing Address: _____

Date & State of Incorporation: _____

FEIN ID: _____

Project Location & Scope of Work:

Project Address: _____

Name of Business(s): _____

Description of Business Operations: _____

Scope of Work: (Exhibit A) _____

Grant Amount Requested (\$5,000 max.): _____

Total Project Estimated Cost: _____

Three (3) Estimates for the Cost of Work Attached (Exhibit B): _____ Yes

Photographs of Existing Conditions Attached (Exhibit C): _____ Yes

Acknowledgements:

I, _____, as agent for _____ acknowledge that _____ is seeking project grant assistance through the *Façade Improvements Grant Program* for improvements to the real property located at _____ and must comply with the guidelines and procedures specified herein. I acknowledge that, if granted assistance through this program, I will maintain the new improvements for a minimum period of three years from completion or funding may have to be returned to the BID.

Signature/ Print Name

Property Owner

Date

Please return completed application, including the (3) quotations to the Coconut Grove BID office located at 3390 Mary Street, Suite #130 Miami, FL 33133

SIDEWALK CAFÉ PLANTER APPLICATION

Applicant Contact Information:

Tenant Property Owner Both

Contact Name: _____

Mailing Address: _____

Daytime Phone: _____ E-Mail: _____

Property Ownership & Corporation Information:

Corporation Name: _____

Mailing Address: _____

Date & State of Incorporation: _____

FEIN ID: _____

Project Location & Scope of Work:

Cafe Address: _____

Name of Business(s): _____

Description of Business Operations: _____

Planters Requested (4 Max) _____

Café Plan (Attached)

Acknowledgements:

I, _____, as agent for _____ acknowledge that _____ is seeking planters through the *Sidewalk Café Planter Program* for the sidewalk cafe located at _____ and must comply with the guidelines and procedures specified herein. I acknowledge that, if granted planters through this program, I will maintain and water the new planters for a minimum period of three years from completion or funding may have to be returned to the BID.

Signature/ Print Name

Property Owner

Date

Please return completed application, including the sidewalk café plan to the Coconut Grove BID office located at 3390 Mary Street, Suite #130 Miami, FL 33133

OUTDOOR LIGHTING GRANT APPLICATION

Applicant Contact Information:

Tenant Property Owner Both

Contact Name: _____

Mailing Address: _____

Daytime Phone: _____ E-Mail: _____

Property Ownership & Corporation Information:

Corporation Name: _____

Mailing Address: _____

Date & State of Incorporation: _____

FEIN ID: _____

Project Location & Scope of Work:

Business Address: _____

Name of Business(s): _____

Description of Business Operations: _____

Scope of Work: (Exhibit A) _____

Products to be Purchased (Exhibit B)

Grant Amount Requested (\$500 max.): _____

Total Project Estimated Cost: _____

Photographs of Existing Conditions Attached (Exhibit C): _____ Yes

Acknowledgements:

I, _____, as agent for _____ acknowledge that _____ is seeking assistance through the *Outdoor Lighting Grant Program* for the business located at _____ and must comply with the guidelines and procedures specified herein. I acknowledge that, if granted funding through this program, I will maintain the new lighting for a minimum period of one year from completion or funding may have to be returned to the BID.

Signature/ Print Name

Property Owner

Date

Please return completed application, including the sidewalk café plan to the Coconut Grove BID office located at 3390 Mary Street, Suite #130 Miami, FL 33133