The CRA Facade Improvement Program provides property owners with financial assistance (grant) to improve the appearance of their properties in designated areas of Tampa’s Community Redevelopment Area (CRAs).

Eligibility:

- Must be a retail and/or targeted commercial property.
- Applicant must be the owner of the property.
- Property must be located in a participating CRA (Drew Park, East Tampa and/or Ybor City 1 and 2) and may be further restricted to target areas within each CRA.
- Funding limit is 50% of the project costs, up to $50,000.
- Funding can be used for exterior renovation, restoration and rehabilitation as well as landscaping improvements.
- Projects must be first approved by the City’s Economic and Urban Development Department prior to initiating the work.

Program information is available at www.tampagov.net under Economic and Urban Development Department. Applications are available at the participating CRA office listed below.

For more information, please contact the participating CRAs:

**East Tampa**
Ed Johnson
Manager
East Tampa CRA
Ed.Johnson@tampagov.net
(813) 242-3807

**Drew Park**
Jeanette LaRussa Fenton
Manager
Drew Park CRA
Jeanette.Fenton@tampagov.net
(813) 274-7427

**Ybor City**
Vince Pardo
Manager
Ybor City CRA 1 & 2
Vince.Pardo@tampagov.net
(813) 274-7936
Frequently Asked Questions

Q: What properties qualify for the Community Redevelopment Area Facade Grant Program (Program) and in what areas of Tampa is the Program available?

A: The Program is available to the owners of non-residential structures/properties in participating CRAs - currently East Tampa, Ybor 1 & 2, and Drew Park. Properties and proposed improvements should comply with the following conditions:

- The property owner must be the grant applicant.
- The proposed work must be approved by the City prior to initiating the work.
- The application must include a detailed budget with reasonable costs for the proposed work.
- Local Landmark properties or properties in a Local Historic District must get a Certificate of Appropriateness for the proposed work from the applicable review commission.
- Property taxes must be current as of the date of the application.
- The property must have no outstanding Tampa building code citations.
- The property owner must provide proof of property insurance.
- Grants will not be awarded to property containing “adult uses”.

Q: What are the Program funding limits?

A: If an application is approved, the Program will provide grant funds (not to exceed $50,000) for 50% of the total cost of the improvements, with a matching contribution required from the owner.

Q: What kinds of improvements qualify for grant funds?

A: The Program is only for exterior improvements on non-residential structures/properties. Generally, qualified improvements must be visible from the street and increase the functionality of the building for its intended use, e.g. new storefront windows, exterior doors, awnings, exterior lighting, or landscaping. The removal of deteriorated portions of the building is also allowed. Improvements such as roof repairs, structural stabilization, parking lot improvements, painting, and signage will only be considered on a case by case basis if they are a minor part of the overall project.

Q: If I receive a grant award, how do I get the funds?

A: Once the owner has funded Owner Match, owner may submit a funding request once a month for work completed during the month.

If the funding request is verified and approved, the month’s total cost of work will be paid.

If all inspections and documents are approved, grant payments will be released within three weeks of receiving the funding request. Disbursement checks will be made co-payable to the property owner and the contractor.

Q: Is the Program a grant or a loan?

A: The Program is a grant if the property owner adheres to the Program requirements, as follows:

- All work must comply with Tampa building codes and be performed by licensed contractors.
The work must start within the earlier of 1 year from the grant award or 30 days from the approval of a building permit and be completed within 1 year.

Property taxes must be kept current for 5 years.

Owner must maintain and provide proof of property insurance for 5 years.

Owner must maintain and keep the property in good repair for 5 years.

Owner shall not lease the property to a sexually oriented adult use for 5 years.

Owner shall not sell the property for 5 years without the City’s prior written consent.

If the property owner (grant recipient) violates the Program requirements, the City may demand immediate repayment of the grant (with accumulated interest) or convert the grant to a loan with interest and monthly payments. A lien will be placed on the property to protect the City’s interest.

Q: What are my chances of receiving a grant?
A: All applications will be evaluated on a competitive basis. Applications that reflect the following will be viewed more favorably:

- Applications that are complete, thorough, and include a reasonable detailed budget.
- Applications for properties that fully comply with Program conditions.
- Applications with proposed improvements that are appropriate to and support the adopted CRA Plans and/or other community plans of the CRA.
- Applications that reflect the owner’s ability to meet the financial obligations of the Program.
- Applications that reflect the owner’s ability to complete the proposed improvements in a timely manner.

Q: How do I get more information and an application?
A: Interested property owners should contact their CRA Manager for information and a program application as follows:

<table>
<thead>
<tr>
<th>Ybor 1 &amp; Ybor 2</th>
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<td>Jeanette LaRussa Fenton</td>
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<td>2015 E. 7th Avenue</td>
<td>3808 N. 22nd Street</td>
<td>306 E. Jackson Street</td>
</tr>
<tr>
<td>Tampa, FL 33605</td>
<td>Tampa, FL 33610</td>
<td>Tampa, FL 33602</td>
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1. **Program Goal**

The Community Redevelopment Agency Facade Grant Program (Program) is designed to improve the appearance of properties in Tampa’s Community Redevelopment Areas (CRA, or collectively CRAs) by providing financial assistance (Grant) for the improvement and/or renewal of properties within designated areas of participating CRAs. The intent of this public investment is to increase the property values, resulting in increased TIF revenue, and create a “ripple effect” of private investment in close proximity to properties receiving Grants. The focus of this Program is directed to the visible improvement of non-residential properties as identified in the attached Implementation Matrix. This Program is offered and regulated by the Community Redevelopment Agency of Tampa, Florida (Agency).

2. **Grant Eligibility**

Grant awards may be considered for properties and work described within this section. The Facade Grant Implementation Matrix (Implementation Matrix) may designate geographic areas of priority and special Program conditions that reflect the recommendations of the Community Advisory Committee of each participating CRA. The Implementation Matrix may be amended from time to time by the Agency.

2.1. Non-residential properties (Property) within participating CRAs may be eligible. Facade improvements funded by this grant program must enhance the appearance of the building and/or property and be visible from the Right of Way.

2.2. Work that may qualify for Grant assistance (Façade Project) includes, but is not limited to:

2.2.1. Primary Façade Project Work:

2.2.1.1. Exterior improvement, restoration, or rehabilitation.
2.2.1.2. Repair, replacement, or installation of new storefront windows.
2.2.1.3. Repair, replacement, or installation of new exterior doors.
2.2.1.4. Repair, replacement, or installation of new awnings.
2.2.1.5. Repair, replacement, or installation of new exterior lighting.
2.2.1.6. Renewal or installation of new landscaping.
2.2.1.7. The removal of deteriorated or undesirable exterior alterations.

2.2.2. Ancillary Project Work: Project costs for improvements ancillary to the Primary Façade Project Work such as roof repairs, structural stabilization, parking lot improvements, dumpster enclosures, painting, and signage. Work in this category will only be considered on a case by case basis.

2.2.3. Architectural/engineering plans, permits, contractor fees, and construction mobilization/site fees in association with actual construction work. In the event the Façade Project is a part of a more extensive improvement being performed concurrently, these fees shall be on a pro rata basis, and the grant eligible amount of such fees shall be calculated based on the proportion of the Façade Project cost divided by the total project cost inclusive of façade and non-façade costs.
2.3. Façade Grants cannot be used for acquiring property.

3. **Program Application Requirements**

3.1. The owner of the Property (Owner) shall be the applicant.

3.2. All statements and representations made in the Grant application must be correct in all material respects when made.

3.3. An estimated detailed budget (Budget) must be provided on the budget form in the application. The Budget must reflect the line item cost of all work being performed and the Façade Project work, including a description of the Façade Project scope of work. Applicant to provide at least one quote for all proposed Façade work from a licensed contractor.

3.4. Façade Projects must support and be in alignment with adopted CRA Plans, Vision Plans, Strategic Action Plans, and other community plans of the CRA in which the Property is located. The application must include plans, drawings, and/or illustrations (Project Plans) with sufficient detail to facilitate an understanding of the Project. The City of Tampa Economic and Urban Development Department must approve the Façade Project Plans, in writing, prior to commencing work.

3.5. Projects on Property located within a Local Historic District or designated as a Local Landmark must obtain a Certificate of Appropriateness from the applicable architectural review commission based on designs materially similar to the Project Plans. Projects located within defined “overlay areas” must be reviewed and approved by the City’s Urban Design officer.

3.6. Applicant must have valid City of Tampa Business License as required.

3.7. Ad Valorem taxes on the Property must be current as of the date of the application.

3.8. The Property must have no outstanding City of Tampa building code citations. Where applicable, violations of the Barrio Latino guidelines shall not be considered a disqualification.

3.9. The Owner must provide proof of property insurance on the Property.

3.10. Grants will not be awarded on Property containing adult uses, as defined in Sec. 27-545 of the City of Tampa Code of Ordinances.

3.11. Portions of the Façade Project costs not funded by the requested Grant must be provided by Owner Funding. Owner Funding may consist of bank loans, lines of credit, and owned assets (Owner Equity). The Grant award must be matched by Owner Equity in a ratio required by the program and/or Implementation Matrix. Owner must demonstrate their source of the Owner Funding and their ability to meet the financial obligations of the Façade Program.

3.12. Proceeds from other City-managed financial assistance programs may not be used to satisfy the Owner Equity requirements of this Program, but may be used to assist with funding of remaining portion of larger improvement project. Façade Grant funds cannot be used to satisfy the Owner equity requirements of other City-managed financial assistance programs.
Interested Owners should contact their CRA Manager for more information and an application.

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4. **Evaluation Criteria for Applications**

Completed applications shall be reviewed by the Program Underwriting Committee (Committee) comprised of two non-CRA senior level city staff, or their designee, and a representative from the Community Advisory Committee in which the Property is located. It is the responsibility of the Applicant to demonstrate clearly that the Project addresses the evaluation criteria. Generally, the Committee will review the following information in making their recommendation to the CRA Board:

4.1. The extent to which the Project supports the adopted CRA Plans, Vision Plans, and other community plans of the CRA in which the Property is located, and is visible from the right of way.

4.2. The adequacy of information provided to assess the Project, the Project’s impact on the community, and the likelihood that the Project will be completed in a timely manner.

4.3. The extent to which the application meets eligibility as defined in section 2. Grant Eligibility.

4.4. The percentage of Owner Equity in the overall improvement project versus financial resources derived from City-managed financial assistance programs, including this Program.

4.5. The ability of the Owner to meet his financial obligations under the terms of the Program.

4.6. The total amount of the Grant request and all other liens on the Property versus the market value of the Property as determined by the Hillsborough County Property Appraiser’s Office. A current appraisal performed by a State of Florida certified general appraiser, issued not less than six months from date of Grant application, may also be considered for market value.

5. **Grant Awards and Disbursements**

5.1. Grant awards, if approved, shall be for:

5.1.1. Percent of Façade Project cost as specified in the Implementation Matrix for each participating CRA, not to exceed $50,000.
5.2. Cost savings from the estimated Façade Project Budget, in the approved application on which the grant award is based, shall reduce the Grant award on an equal basis with Owner’s Grant match.

5.3. Grant Disbursements shall not occur until the following conditions are approved by the CRA Manager and Department Administrator:

   5.3.1. The Owner Match specified in Budget, as submitted to the Committee, is paid in full, and
   5.3.2. The balance to complete the façade Project construction does not exceed the Grant award, and
   5.3.3. Any special conditions specified in the Agreement are satisfied.

5.4. Only one (1) draw request and Grant disbursement shall be made each month.

5.5. Each draw request shall be signed by the Owner and Project contractor(s) and include documentation required by the Agency that verifies the following:

   5.5.1. The Project contractor(s) received and properly credited previous payments from the Owner and Agency evidenced by lien waivers or other appropriate documents, and
   5.5.2. The amount of the draw request is reasonable and directly related to qualified and approved Project costs.

5.6. A Property inspection will be made by an authorized representative of the Agency to ensure that the work was completed according to the requirements of Section 6.3 herein.

5.7. If the draw request documents and Property inspection are satisfactory and approved, Grant funds for the approved amount will be disbursed as directed by the CRA Manager.

6. Grant Agreement / Lien

Grant awards and Owner obligations and covenants will be contractually bound by a Grant Agreement (Agreement) executed by the Agency and Owner. Performance of the Owner’s obligations and covenants described in the Agreement shall be secured by a Lien on the Property. A Grant award shall not be binding until the Agreement and the Lien have been executed and approved by the Agency. The Agreement shall:

   6.1. State the maximum amount of the Grant award. The Grant amount funded may be less if the actual construction costs are lower than the estimated Project cost and/or an Owner default.

   6.2. Describe any special conditions of the Grant award.

   6.3. Describe the Project Construction Conditions, as follows:

     6.3.1. Project work must start within the earlier of the conditions below or as approved by the CRA Manager:

     6.3.1.1. Three (3) months from the Grant award (Commitment Date), or
6.3.1.2. Thirty (30) days from the approval of a building permit (Permit Date).

6.3.2. The Project must be completed (Completion Date) within the later of the conditions below or as approved by the CRA Manager:
   6.3.2.1. One (1) year from the Commitment Date, or
   6.3.2.2. One (1) year from the Permit Date.

6.3.3. All Project work must be properly permitted and completed in accordance with the Florida Building Codes and City of Tampa codes and standards.

6.3.4. All Project work must be materially similar to the approved Project Plans and comply with the Certificate of Appropriateness, if applicable.

6.4. Describe the Grant disbursement procedures.

6.5. Describe the ongoing Owner Covenants and Obligations. The Owner Covenants and Obligations set forth in this section shall remain in force and effect for a period of five (5) years from the Completion Date. The Owner Covenants and Obligations shall be considered Covenants running with the land and shall be secured by a Lien on the Property that is binding for the benefit of and enforceable by the Agency against Owner, its successors, and assigns. The Owner Covenants and Obligations are as follows:

   6.5.1. Owner shall not sell or transfer any interest in the Property without the Agency’s prior written consent.
   6.5.2. Owner shall not lease the Property to adult uses, as defined in Sec. 27-545 of the City of Tampa Code of Ordinances.
   6.5.3. Owner must maintain and provide proof of property insurance on the Property.
   6.5.4. Payment of Ad Valorem taxes on the Property must be kept current.
   6.5.5. Owner must continually maintain and keep the Property in good repair.
   6.5.6. Owner agrees to allow the Agency, or its designee, access to the Property at all reasonable times to determine that the Property is being maintained and repaired.

6.6. Describe the Agency’s legal remedies and potential penalties to be imposed on the Owner in the event of a default of the Owner’s obligations and covenants, as follows:

   6.6.1. Breach of Covenants: If the Owner fails to comply with any of the obligations and/or covenants of the Agreement, and if the Owner has not remedied said breach within any cure period approved by the Agency at its sole discretion, the Agency may exercise any or all of the following remedies:
      6.6.1.1. Terminate any further funding of the Grant, and/or
      6.6.1.2. Enforce specific performance by Owner of its obligations, and/or
      6.6.1.3. Void a lease, sale, transfer, or exchange of the Property, and/or
      6.6.1.4. Demand immediate repayment of the Grant amount funded to date and accrued interest, and/or
6.6.1.5. Convert the Grant into a loan, with monthly payments based on the Grant amount funded to date, accrued interest, and ongoing interest until the loan is paid in full, and/or

6.6.1.6. Pursue any other rights and remedies afforded under Florida Law.

6.6.2. Compliance to Covenants: If the Owner has complied with all of the terms, conditions, and covenants of the Agreement, the Lien on the property shall be released upon request and all potential obligations to repay the Grant shall be terminated.

7. **Compliance with the City of Tampa Ethics Code**

The applicant shall comply with all applicable city rules and regulations including the City's Ethics Code, which is available on the City's website www.tampagov.net. Moreover, each applicant to the Program acknowledges and understands that the City's Ethics Code prohibit City employees from receiving any benefit, direct or indirect, from any contract or obligation entered into with the City. (City of Tampa Code, Chapter 2, Article VIII-Sec 2-522)
<table>
<thead>
<tr>
<th>CRA</th>
<th>Geographic Focus Area</th>
<th>Special Use Restrictions / Conditions</th>
<th>Priority to Historic Properties over Non-historic.</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Tampa</td>
<td>Open to all corridors identified in the CRP and SAP for redevelopment. Priority areas: N. 22nd St., N. 34th St., N. 29th St., and N. 15th St.</td>
<td>Any non-residential uses except for adult oriented uses.</td>
<td>Priority to historic.</td>
</tr>
<tr>
<td>Drew Park</td>
<td>Open to entire Drew Park CRA. Priority areas: Lois Ave. and all gateway corridors.</td>
<td>Any non-residential uses except for adult oriented uses.</td>
<td>Priority to historic.</td>
</tr>
<tr>
<td>Ybor 1</td>
<td>7th Ave. priority, but open to entire CRA.</td>
<td>Conversion/retention of retail, art, cultural venues, hotels, office use (upper floors only on 7th Av), restaurants, and other non-residential uses.</td>
<td>Priority to historic.</td>
</tr>
<tr>
<td>Ybor 2</td>
<td>7th Ave. priority, but open to entire CRA.</td>
<td>Conversion of large box spaces to original small store fronts.</td>
<td>Priority to historic.</td>
</tr>
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**Facade Grant Implementation Matrix**

<table>
<thead>
<tr>
<th>CRA</th>
<th>Property Qualifications</th>
<th>Special Work Allowed</th>
<th>Geographic Funding Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Tampa</td>
<td>Any non-residential uses except for adult oriented uses.</td>
<td>Not Allowed</td>
<td>50% of the grant eligible cost, up to $50,000.00.</td>
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