

CRA Improvement Assistance Grant Q&A

Q: What is the purpose of the Improvement Assistance Grant Program?

A: The program is designed to encourage the improvement of the exterior of commercial properties in need of rehabilitation or remodeling, enhancing the overall growth and development of Green Cove Springs.

Q: What are examples of rehabilitation or remodeling eligible for the grants?

A: Exterior facade improvements, awnings, exterior painting and repair. A minimum of 2 or more of the allowed improvements are required to be eligible for the grant.

Q: Who is eligible to apply for this grant program?

A: To be eligible, projects must be taxable, located within a City of Green Cove Springs Community Redevelopment Agency Tax Increment District, and advance the goals outlined in the CRA plan.

Q: What are the funding guidelines?

A: Grants up to \$10,000 may be given, subject to funding availability. Applications for below this amount may reapply but are only entitled to the total maximum amount within a 5-year period. Applicants are required to match the award amount with a minimum of 30% of project costs. Funds will not be distributed until the applicant has paid the match amount.

Q: How do I know if I live in an eligible area in the City of Green Cove Springs?

A: The map of the CRA boundary is provided on the CRA website.

Q: What expenses are eligible?

a: Eligible Improvements:

- Facade Improvements
- Landscaping (trees, shrubs, and perennials)
- Signage
- Awnings
- Impact resistant windows
- Parking lot improvements
- Exterior painting and repair
- Any other site or building improvements complimentary to the above

b: All work must be performed in compliance with ordinances and regulations of the City of Green Cove Springs, and must meet all building and other applicable codes, including state and federal regulations.

c: To be eligible for this grant, Applicants must undertake a comprehensive improvement project undertaking 2 or more of the eligible improvements.

d: Due to limited funding, CRA Staff will evaluate the submission and may request additional improvements to make projects more comprehensive prior to CRA Board consideration.

Q. What is the eligibility criteria?

- a. Property must be located within the Green Cove Springs CRA priority area.
- b. Primary and principle property use must be commercial. Residential uses are ineligible.
- c. Exterior improvements must adhere to the Florida Building Code and City Zoning Regulations and all Federal, State, and Local Requirements.
- d. Improvements must support the objectives and goals of the Green Cove Springs CRA Redevelopment Plan.
- e. Property Owners may not reapply if they have received the maximum funding amount within a 5-year period under this or any other grant program administered by the Green Cove Springs CRA.
- f. The property's use must be a legally conforming use per the City of Green Cove Springs Zoning Code.
- g. Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board if development plans for the property meet the goals and objectives as set forth in the Green Cove Springs CRA Plan, as determined by the Board. Upon grant approval, the property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the Grant Program.

Q: How are applications scored?

A: Applications are scored based on a 100-point value system. Points are allocated based on the level of quality of improvements, use of sustainable materials, comprehensiveness of property maintenance, and funding contributions greater than the required 30%.

Q: How much is the grant for?

A: Applicants may receive a maximum of \$10,000 within a 5-year period starting at the date of the initial application. Applicants must match a minimum of 30% of the awarded amount.

Q: What is the application cycle for this program?

A: The application cycle includes:

First Grant Application

Period

First Monday in December	Application Period Opens
Last Thursday in March	Application Period Closed

Second Grant Application Period

First Monday in April	Application Period Opens
First Thursday in August	Application Period Closed

Q: What happens after my application is approved?

A: Building and Site Development Permits must be submitted, approved and completed within 120 days of the CRA approval of the Grant request.

Q: Who can I contact for more information or if I have questions?

A: For more information or questions, contact Michael Daniels, Development Services Director at mdaniels@greencovesprings.com.