

Community Redevelopment Agency: Residential Façade Improvement Grant Program

The Lake Alfred Community Redevelopment Agency's Residential Façade Improvement Grant Program seeks to preserve and improve the appearance of the housing stock in neighborhoods within the CRA district. The program incentivizes homeowners and tenants to renovate and update the exterior of residential properties located within the CRA district by providing financial assistance. By offsetting the cost of these projects, the CRA hopes to incentivize visible improvements that will preserve the quality of the neighborhoods, resulting in a greater sense of neighborhood pride and an increase in home values.

To accomplish the goals of the program, the CRA will provide grant funding based upon the following guidelines and requirements:

General Guidelines:

- Funds shall be allocated based upon the application submittal and review period as approved by the Board and subject to the limits of the program and the annual budget allocation.
- The City of Lake Alfred CRA provides and manages the funding for the program.
- The program is a grant award that will pay the contractor directly; no funding is provided directly to the applicant.). Accessory dwelling units (as defined within the City's Unified Land Development Code) shall not qualify for improvements or funding under this program.
- Specific goals and criteria may be included in each Program Grant Cycle based on the year's specific goals and needs.
- The program and grant award shall vary based upon the program specifics of each grant program cycle. Examples of Grant Program Cycles are:
 - "Targeted Category Improvement Program." This type of program cycle will use the entire residential façade budget allocation to focus on a specific type of improvement(s) such as: doors & windows, painting, tree removal, roofing, etc. with the CRA selecting a contractor directly to achieve economies of scale to benefit the maximum number of applicants.
 - Past recipients under this program may reapply in future years if the Grant Program Cycle is targeting a different category of improvement.
 - The CRA will bid out the projects and select a contractor(s) to complete the work for the approved applications.
 - "Grant Award Program." Applicants will request eligible improvements and the top-ranked applicants will receive the maximum funding allocation based on the total program budget allocated.
 - Applicants would select a contractor to perform the work.
 - The Contractor would be paid directly by the CRA following satisfactory completion and inspection of the work.
 - Grant funds will cover 100% of eligible project costs, with the grant award not to exceed \$15,000 per residential property (e.g. single-unit residential building). The amount of funding available per applicant may be increased or decreased

within the Program Grant Cycle based on available funding and specific program goals for that year.

- Each grant will be limited to one residential property.
- Each residential property is eligible to receive funding through this program once every seven years.
- The funding amount may be modified throughout the grant cycle based on need and funding availability.

Eligibility Requirements:

- The property and residence must be located within the CRA district.
- Properties may include Single-unit, attached and detached, residential buildings (as defined in Sections 3.6.7 and 3.6.8 of the ULDC).
- Commercial businesses; civic, educational, non-profit organizations, and faith-based organizations; and/or multi-unit residential buildings (as defined in Section 3.6.6 of the ULDC) are eligible for CRA funding through the CRA Facade Improvement Grant Program.
- Applicant must be the owner of the residence, or a tenant must have written and notarized consent from the owner to perform the work and authorize the associated permits.
- The owner will release, hold harmless, and indemnify the CRA and City for work being performed on their property that is associated with this program in a form, format, and/or manner that is approved by the City Attorney.
- Property taxes to both the City and County must be current.
- Properties must not have active or pending building code or code enforcement violations.
- Notwithstanding the previous, if improvements within an application can bring a housing unit wholly into compliance, the applicant may be considered for the grant.
- A property owner and/or tenants must not have outstanding utility balances.
- Grants are intended for rehabilitation and restoration only. New construction is ineligible; see below for eligible (and ineligible) improvements.
- Compliance with the eligibility requirements or goals established within the grant cycle for that specific year.

Eligible Improvements:

- Lighting and associated electrical
- Landscaping, hazardous tree removal, and Irrigation installation
- Repair or upgrade of Railings, Windows, Doors, and Gutters.
- Repair or replacement of Columns, Gutters, Eaves, Siding, Shutters, Awnings, and Canopies
- Minor exterior repair such as Painting/Pressure Washing
- Replacement or upgrades to existing porches
- Associated demolition for eligible improvements.
- Repair or upgrade to roofs and driveways.
- Repair, replacement, or removal of fencing
- Replacement of mailboxes and replacement/addition of unit numbering
- Improvements associated with flood hazards such as elevation of utilities, flood proofing, or repair of water damaged exteriors

- Tree removal and other improvements designed to improve storm and flood resiliency
- Permitting and engineering fees required for improvements

Ineligible Improvements:

- New construction (or additions).
- Interior work (even if visible through windows)
- Replacement of roof, driveways, windows, without an upgrade to the aesthetics.
- Work performed on non-attached accessory dwelling units.

Application:

- Complete Grant Application Form and include/attach the following:
- Copy of Deed/Proof of Ownership; and Notarized owner authorization (if the tenant is implementing the project).
- The complete, written description of all rehabilitation work.
- Photographs of the existing building and proposed project area.
- Should include photographs with project description outlined

Application Process:

- Completed application packets are to be submitted to the City's Community Development Department:

Community Development - City Hall
 120 East Pomelo Street
 Lake Alfred, FL 33850
- City staff will review the application for completeness. Additional information or clarification may be necessary.
- If complete, the application will be sent to the Review Committee for evaluation and feedback. Additional information or clarification may be necessary to determine if an application is sufficient to be transmitted to the Board.
- The Review Committee will consist of the City Manager or his designee and other staff members appointed by the City Manager. The Review Committee shall provide guidance and a recommendation to the Board on applications received based upon funding availability, improving economies of scale, and adherence to the goals of the specific grant cycle.
- The City of Lake Alfred's Community Redevelopment Agency Board will make the final determination on application approval and funding amounts awarded.
- In a fiscal year where funding has been appropriated to the Residential Façade Improvement Grant Program the standard application process will formally open on October 1st of and will close on January 31st. Any application received during this time will be reviewed and presented concurrently to the Board. Applications received after the formal application period closes will be considered on a first come first serve basis and be limited to remaining funds, if any.
- Applications may be approved in part or whole based on the goals set by the grant cycle in the specific year.