



GRANT APPLICATION BROWARD MUNICIPAL SERVICES DISTRICT (BMSD) ECONOMIC DEVELOPMENT PROGRAM

The purpose of the BMSD Economic Development Program is to spur development, eliminate blight, and support existing businesses in the BMSD by providing assistance to make improvements through grant funding. The Program is designed exclusively for commercial property/business owners along the commercial corridors of the BMSD that are eligible. If you are interested in participating in the Program and would like to have a business assessment to determine eligibility, please contact the Broward County Office of Economic and Small Business Development (OESBD) to discuss your plans for improvements and assist you in completing the application at 954-357-6400. Grant funds are limited and allocated on a first-come, first-serve basis. The applicant's ability to demonstrate eligibility criteria compliance is important.

Date of Submission _____

Business Name _____

Contact Name _____

Business Address _____

City, State, Zip _____

Website _____

Phone _____

Email Address _____

Type of grant you are applying for: Façade Business Development / Redevelopment Demolition

1. Proposal Summary: What assistance is being requested from Broward County?

2. Business Description and History

3. Background and public benefit: How does the proposed work improve the Broward Municipal Services District and help fulfill the public interest in the area?



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GRANT ELIGIBILITY REQUIREMENTS

- A. Applicant site must be abutting the BMSD commercial corridors. Parcels must be free from code violations/liens and must be compliant with certificate of use, building code and zoning ordinances; and must be free of pending 40-year inspections and expired permits.
- B. Commercial structures and vacant lots are eligible. Residential structures are only qualified for demolition grants. (See Section H below).
- C. Applicants must be the owner of a property or legal designee.
- D. The applicant must be the owner of record or legal designee; agree to use the property in a lawful manner regarding occupancy, zoning ordinance and the property maintenance code; maintain the premises in a decent, safe and sanitary condition pursuant to applicable codes and ordinances (including agreeing to operate during lawful hours); and pay all insurance and property taxes annually.
- E. Applicant shall owe no delinquent property taxes or other fees to Broward County.
- F. Owner must submit proof of financial capability.
- G. The application package must be complete.
- H. Properties that carry a homestead exemption are ineligible.
- I. Project design must be consistent with BMSD design criteria.

DEFINITIONS AND DESCRIPTIONS

- **Destructive Investigations:** Shall include testing, site investigations, inspections, and repair of the approved property, as needed, to ascertain existing conditions of the approved property.
- **Eligible Hard Costs:** All construction costs. Other expenses approved on a case-by-case basis by County staff.
- **Eligible Soft Costs:** Environmental Assessments, Asbestos Surveys, Architecture and Engineering Fees, Business Plan Development, Financial Statements/Analysis, Building Permits.
- **Ineligible Costs:** Acquisition of Real Estate; County Impact Fees, Payment of Real Estate Taxes and Tax Delinquencies; Payment of Tax Liens and Property Assessments; Payment of Delinquent Utility Costs; Marketing of Project Site(s); Litigation expenses; Property Maintenance; Improvements made prior to Agreement approval; Improvements to properties that do not or cannot meet building and safety codes; Refinancing existing debts; Non fixed improvements; Inventory/fixtures/equipment not part of building structure; Sweat equity payments (i.e., Owner's own labor & performance); Work performance that is not consistent with the BMSD Design Guidelines.



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- THIS PORTION IS TO BE COMPLETED BY OESBD AND APPLICANT -

Please contact us at 954-357-6400 to complete the remaining sections of the application.

Attachment Checklist

Business Name: _____

Attachment A

- Property Appraiser Summary Sheet and Tax History

Attachment B

- Copy of Deed/Proof of Ownership

Attachment C

- Current Legal boundary survey of the site

Attachment D

From Architecture and Engineering (A&E) Firm

- Estimates/quotes/bids for all costs associated with the project are from a Broward County Business Enterprise (CBE) or Small Business Enterprise (SBE) licensed architect, engineer or contractor. CBEs and SBEs must be used for all work specified in the grant application – no exceptions. (Note: Estimates/quotes/bids may be added to the file after A&E work is complete.)
- Acknowledgment and agreement to allow County, its contractors, subcontractors and assigns, to perform and complete destructive investigations of the approved property. County may obtain the services of consultants, independent testing agencies and other contractors, subcontractors, agents or assigns, to facilitate the access to and perform destructive investigations and document findings, analysis and repair of the building components of the approved property.

Attachment E

From A&E Firm (Site Plan/Architectural Drawings May Suffice)

- Maps and Site Features - an accurate and legible site and location map indicating the site, showing locations of prominent and relevant site features such as buildings, retaining walls, etc. (NOTE: Maps shall include property boundaries, a north arrow and scale). The map(s) should show:
- The current condition of the site including labeled structures.
 - The proposed development of the site including labeled structures specifically, where and for what activities the County grant will apply.

Attachment F

From A&E Firm

Proposed Improvements:

- All detailed exterior building elevations, height and scale element.
- Color sample specifying exterior surface treatment.
- Landscape plan (if applicable) - Show location, type and size of planting.
- Color photographs of subject site features and adjacent properties and buildings.
(Site Plan/Architectural Drawings may suffice at discretion of the project manager)



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For Signage:

- Dimensions, lettering style and sizes, materials and mounting details.
- Color samples and colors noted on drawings.
- Lighting details including type, intensity and mounting specifications.
- Building elevations for all wall signs - illustrating dimensioned location of sign.
- Survey showing location of free-standing sign. Landscape drawings must also be provided indicating size, type and location of material for all freestanding signs.
- Photos of signs on abutting and subject properties.

Attachment G

- Proof of insurance coverage (Please ask your insurance agent for the Accord Form).
- Proof of business interruption insurance, if applicable (Please ask your insurance agent for the Accord Form).
- Proof of completion of Broward County 40-year building code inspection for the Approved Property.
- Proof of successful fire code inspection of Approved Property.
- Proof of current Certificate of Use issued for the Applicant's current business(es) and the use(s) of the Approved Property.

Attachment H

(Economic Development/Redevelopment Grant Program **ONLY**)

PROJECT COSTS				
Itemized Cost	Private Funding	County Funding	Tenant Funding	Total Cost
A. Acquisition Cost (ineligible for grant funding) 1. Contract Purchase Price 2. Appraisals 3. Survey 4. Environmental Audit(s)				
B. Interior/Exterior Build-out 1. Architectural/Engineering Fees 2. Construction Costs 3. Contingency Costs 4. Other: _____				
Total Project Costs				

Funding Source Information:

As an attachment, provide the following for each funding source currently in place to complete this project.

- a) Funding provided
- b) Name, address, telephone number, contact person
- c) Type of funding provided (e.g., grant, loan, other-specify), funding timeframes and special terms and conditions (e.g., performance-based, interest rate)
- d) Date funded, requested and expected (Attach commitment or award letters)



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FUNDING SOURCES			
Funding Amount	Name of Source	Type of Funding	Terms and Conditions
Total Funding			

RELEASE, DISCLAIMER & ACKNOWLEDGMENT OF TERMS BY APPLICANT

All program participants, by virtue of applying for a grant through the program and signing the application, agree to all of these procedures, and waive, release, and forever discharge all actions, causes of action, and claims against the County, its elected officials, officers, and employees, that arise out of the program participant's participation in the program and agree to protect, defend, indemnify and hold County, its elected officials, officers, and employees, free and harmless from such actions, causes of action and claims. Such waiver, release, and discharge shall include, but is not limited to, the applicant's acknowledgment of its sole responsibility for any and all compliance with all applicable federal, state, and local laws, ordinances, codes, rules and regulations related to the premises, the applicant's business(es), and the property, as a condition precedent to the approval and release of Grant Program funds for the Project. In addition, Applicant shall attend all Project-related conferences as required by the Project Manager. Mandatory pre-work conferences, including pre-design and pre-construction meetings, shall be held at the Approved Property, or a site agreed to by the parties, to review the details of the Project. The meeting will include the Project Manager, Prime Contractor, Subcontractor(s), Grantee and/or the County staff.

Signature of Applicant: _____

Name of Applicant: _____

Date: _____

Witness: _____

For Office of Economic and Small Business Development Use Only				
OESBD Review (Initial & Date)	Building Code Services Review (Initial & Date)	Code Enforcement Review (Initial & Date)	Risk Management Review (Initial & Date)	County Attorney Review (Initial & Date)