



City of Lake City - Growth Management
173 NW Hillsboro St. Lake City, FL 32055
Ph: 386-719-5754 Email: Planning@lcfla.com

FAÇADE GRANT PROGRAM

Application for Funding Assistance

SECTION 1 — APPLICANT INFORMATION

Applicant / Property Owner Name:

Business / Organization (if applicable): _____

Mailing Address: _____

Phone: _____ **Email:** _____

Type of Applicant:

- Property Owner
- Developer (with Owner Authorization)
- Business Tenant (with Owner Authorization)

Primary Contact (if different): _____

SECTION 2 — PROPERTY INFORMATION

Project Address: _____

Parcel ID Number(s): _____

Current Use of Property: _____

Zoning District: _____ **Future Land Use:** _____

Is the property located within the CRA boundary?

- Yes
- No (Not eligible for funding)

Ownership Status:

- Sole Ownership
- Joint Ownership

- Under Contract / Purchase Agreement
- Other: _____

Attach the following (required):

- Proof of ownership OR owner authorization
- Copy of property record card
- Project location map

SECTION 3 — PROJECT DESCRIPTION

Provide a detailed narrative of the proposed redevelopment project:

Project Type (check all that apply):

- Residential Façade Grant
- Commercial Façade Grant

Project Summary:

Total square footage: _____

Number of proposed units (if residential): _____

Commercial square footage (if applicable): _____

Intended use(s): _____

SECTION 4 — PROJECT BUDGET

Estimated Total Project Cost: \$_____

CRA Grant Amount Requested: \$_____

Applicant Match Contribution: \$_____

(Minimum match per program guidelines required.)

Budget Breakdown (Attach contractor estimates):

Cost Item	Estimated Cost
Site Work / Preparation	\$_____

Cost Item	Estimated Cost
Demolition	\$_____
Utility / Infrastructure	\$_____
Building Construction	\$_____
Design / Engineering	\$_____
Exterior / Façade	\$_____
Environmental Remediation	\$_____
Other	\$_____
TOTAL	\$_____

Attach the following (required):

- Contractor estimates or proposals
- Construction budget
- Project pro forma (optional for small projects)

SECTION 5 — PROJECT SCHEDULE

Anticipated Construction Start Date: _____

Anticipated Completion Date: _____

Is the project phased?

- Yes (Attach phasing plan)
- No

SECTION 6 — REQUIRED ATTACHMENTS CHECKLIST

- Proof of Ownership or Owner Authorization
- Site Plan / Survey
- Architectural or Building Plans (if applicable)
- Contractor Estimates
- Photos of Existing Property
- Project Timeline / Schedule
- Completed W-9 Form

SECTION 7 — APPLICANT CERTIFICATIONS

By signing below, the Applicant certifies that:

1. All information provided in this application is true and correct.

2. The Applicant has reviewed the CRA Infill Redevelopment Grant Program Guidelines.
3. No construction work has begun prior to CRA Board approval.
4. The Applicant understands this is a **reimbursement-only program**.
5. The Applicant agrees to maintain the improvements for the period required by CRA policy.
6. The Applicant agrees to allow CRA staff reasonable access to inspect the project.
7. The Applicant acknowledges that submission of this application does not guarantee funding.

Applicant Signature: _____ **Date:** _____

Printed Name: _____

State of Florida
County of _____

Sworn to and subscribed before me in my physical presence this _____ day of _____, 20____, by _____ (Applicant Name) _____ who is personally known to me or _____ who produced _____ as identification.

Notary Public: _____
Notary Printed Name: _____
(Notary Seal) My Commission Expires: _____

SECTION 8 — CRA STAFF USE ONLY

Received By: _____ **Date:** _____

Application Complete: Yes No

Eligible / Ineligible: Eligible Ineligible

CRA Review Notes: _____

CRA Board Action:

- Approved
- Denied

- **Approved Amount:** \$_____
- **Meeting Date:** _____

CRA Executive Director Signature: _____

Date: _____

Evaluation criteria & scoring

Staff scoring matrix so applicants know priorities.

Applications must achieve 80 points out of 100 to be considered CRA Board approval:

1. Consistence with CRA Plan & reduction of slum/blight — 25 pts.
2. Private investment leverage (higher match/less CRA per \$ private invested, see scoring table below) - 25 pts.
3. Project readiness & permit status — 10 pts.
4. Economic benefit / job creation & tax base impact — 25 pts.
5. Community/Neighbor Support Letter — 5 pts.
6. Demonstrates positive impact within community — 10 pts.