



## **Business Enhancement Grant Program Program Guidelines**

### **Purpose**

The purpose of the Business Enhancement Grant Program, the “Program”, is to enhance the overall appearance of existing properties by providing an incentive to encourage private investment in the improvement of commercial buildings in the City of Wilton Manors.

The overall goals of the Program are:

- Improve the exterior conditions of commercial properties throughout the city
- Mitigate code deficiencies
- Encourage reuse of underutilized buildings
- Reduce vacancies in storefronts along major commercial corridors
- Increase private investment in the improvement of commercial buildings

### **Funding**

Commercial properties located within the City of Wilton Manors are eligible to receive funding (on a reimbursement basis only) for building improvements up to \$10,000 or 50% of the cost of improvements, whichever is less. The grant amount shall be determined based on the lowest of at least three (3) qualified bids (except for mural projects) submitted with the application. Funding for the Program shall be awarded on a first come, first served basis and is limited to one (1) property owner or tenant per fiscal year. The property may be considered for additional grant funding up to the \$10,000 maximum over five years. The City of Wilton Manors will not reimburse the cost of building improvements that begin prior to the approval of the City Commission and the effective date of the Grant Agreement.

All building improvements made under the Business Enhancement Grant Program shall be properly maintained for a minimum of three (3) years following the completion of the improvements. If the property is sold or transferred, the buyer or beneficiary must maintain or upgrade the funded improvements for the remainder of the Grant Agreement period. The City of Wilton Manors reserves the right to seek partial or full repayment if the improvements are removed, demolished, or not properly maintained pursuant to the Grant Agreement.

### **Eligibility Requirements**

To qualify for the Business Enhancement Grant Program, an application must meet the following criteria:

- The property must be located within the City of Wilton Manors.
- The property must have no outstanding fees, taxes, fines, or liens to the City of Wilton Manors.
- The proposed improvements must meet the requirements of the Development Review Committee (DRC), if applicable, as well as the requirements of Historic Preservation Board (HPB) if the property is designated as “historic” per the City Code of Ordinances.
- The proposed improvements must conform to all applicable Federal, State, County, and City Code of Ordinances, and Unified Land Development Regulations.
- The grant application must be submitted by a property owner or tenant with the approval of the property owner.
- The property must not be a new construction (defined as a property built within the last 10 years at the time of application).

### **Eligible Improvements**

The following improvements are eligible for reimbursement under the Business Enhancement Grant Program:

- Exterior lighting
- Exterior signage
- Canopy
- Awnings
- Components of Green Building program (pursuant to Article 170 of the City Code of Ordinances)
- ADA improvements
- Hurricane Impact doors and windows
- Exterior repair, stucco, painting, brick and textured pavement
- Murals
- Landscaping
- Hardscape improvements that are visible from the public right-of-way

### **Ineligible Improvements**

The following are NOT eligible for reimbursement under the Business Enhancement Grant Program:

- HVAC repair and/or replacement
- Roof repair, replacement or other roof modifications
- Improvements not consistent with design guidelines pursuant to zoning and land use regulations
- Sweat equity and business payroll
- Any interior improvements or repairs
- Purchases of equipment, inventory, furnishings, decorations or supplies (nonfixed improvements)
- Acquisition of real estate
- Uses that involve illegal and unlawful activity
- Permitting fees
- Professional service fees
- Labor performed by non-licensed contractor
- Late Payment Fees
- Any improvements not visible from the public right-of-way
- Any improvements to remedy code violations

### **Application Review**

Applications for the Program shall be reviewed based on the date of submittal of a completed application packet. All applications shall be evaluated by a grant review committee comprised of the Assistant City Manager, the Community Development Services Director and the Assistant to the City Manager or other member designated by the City Manager. If the application is selected for funding, the grant review committee will recommend approval of the application to the City Manager. The City Manager has the authority to approve and sign Grant Agreements on behalf of the City Commission. Upon final approval by the City Manager, a Grant Agreement will be sent to the selected applicant for review and signature(s).

### **Award/Disbursement**

The Program Manager will authorize payment of the Grant after all inspections have been completed and a certificate of completion has been authorized, if applicable. Grantees under the Program must secure all the necessary permits within 90 days and all improvements must be made within six (6) months of the effective date of the agreement. Extensions may be granted by the City Manager given just cause by the Grantee.

**Disclosures**

The City of Wilton Manors reserves the right to reject any and all applications or to request additional information from all applicants. The City of Wilton Manors retains the right to display and advertise commercial properties that receive funds under the Program.

[CLICK HERE TO APPLY](#)