



COMMERCIAL FACADE GRANT PROGRAM



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Table of Contents

1. Overview	3
2. Funding	3
3. Eligibility	4
4. Application Process	4
5. Eligible Improvements	5
6. Ineligible Improvements and Expenses	6
7. General Provisions	6
8. Disbursement of Funds	7
9. Evaluation Criteria	8
10. Timeline	8
11. FPRA District Boundary Map	9

COMMERCIAL FAÇADE GRANT PROGRAM

1. OVERVIEW

The Commercial Façade Grant Program helps business and property owners improve the exterior appearance of commercial buildings within the Fort Pierce Redevelopment Agency (FPRA) District. The program supports upgrades that enhance curb appeal, reduce blight, and create more attractive, welcoming commercial corridors.

Funding is available for high-impact, comprehensive façade improvements—projects that include multiple exterior upgrades working together to transform a building’s look and functionality. These improvements help attract customers, support local businesses, increase property values, and encourage new investment.

By investing in the appearance of our commercial corridors, the Program helps create a more vibrant, thriving community. All applications are reviewed to ensure projects support the FPRA’s redevelopment goals and vision.

2. FUNDING

The Commercial Façade Grant Program offers financial assistance in the form of a reimbursable, matching fifty percent (50%) grant up to \$25,000 to the property or business owner for eligible expenses associated with improving the external appearance of their business and to encourage businesses to invest in their operations. Grants cannot be awarded retroactively for work that has already been completed.

Grant funding examples:

Eligible Project Total Cost	Applicant Contribution	FPRA Contribution
\$5,000	\$2,500	\$2,500 *
\$15,000	\$7,500	\$7,500 *
\$30,000	\$15,000	\$15,000 *
\$50,000	\$25,000	\$25,000 *
\$100,000	\$75,000	\$25,000 **

* 50% matching contribution

** Maximum grant amount is \$25,000

COMMERCIAL FAÇADE GRANT PROGRAM

3. ELIGIBILITY

- A. The property to be improved must be located within the FPRA District boundaries (see Boundary Map below at section 11).
- B. There must be a Commercial Building on the property. This means that a business that is frequented by the public is located in a portion of the building and that portion of the building is not a private residence.
- C. The Applicant must own the property or, if the Applicant is a tenant, the Applicant must submit its signed lease, and the owner of the property must support the project and execute a Property Owner Affidavit granting the Applicant permission to implement the improvements listed on the application.
- D. The Applicant must have funds sufficient to fully fund the project (proof of funds is required).
- E. Conflict of Interest and Ethics Compliance - All Applicants must comply with the Florida Code of Ethics for Public Officers and Employees, Chapter 112, Florida Statutes, including Sections 112.313 and 112.3143, Florida Statutes. The following are not eligible to apply for or receive funding under this Program:
 - 1. FPRA Board members including any business or property in which a Board member has a financial interest.
 - 2. City of Fort Pierce or FPRA employees who administer, review, evaluate, recommend, approve, or oversee this Program.
 - 3. Any Applicant whose participation would result in a prohibited conflict of interest or special private gain under Chapter 112, Florida Statutes.

Advisory committee members or other appointed officials may apply only if they have no role in the evaluation or approval of applications and fully disclose and recuse themselves in accordance with Florida law.

The FPRA reserves the right to deny or revoke funding in a conflict of interest is identified.

- F. Eligible projects must follow a comprehensive “package deal” approach intended to produce a significant visual and community impact.
 - 1. Projects must include multiple major façade improvements, rather than a single isolated improvement.
 - 2. A minimum of three (3) primary façade improvement categories must be included in the proposed scope of work.
 - 3. Primary façade improvement categories are defined in the Eligible Improvements section of this Program.
 - 4. The FPRA reserves the right to determine whether a proposed project meets the intent of a comprehensive package approach and may approve or deny Applications accordingly.
- G. The following properties are not eligible
 - 1. Residential properties
 - 2. Home based businesses and online businesses
 - 3. Governmental facilities - Governmental facilities are defined as any property, building, land, or conveyance that is owned, leased, operated, or substantially controlled by a federal, state, or local government entity, and that is used primarily for public, administrative, civic, institutional, or official governmental purposes, whether occupied by a public agency or leased to a third party.

COMMERCIAL FAÇADE GRANT PROGRAM

This includes, but is not limited to, government offices, public safety facilities, public works facilities, civic buildings, and other publicly owned or operated properties.

4. City-owned properties and Fort Pierce Redevelopment Agency (FPRA)-owned properties are not eligible for funding under this Program, regardless of current or proposed use. Properties that are leased to private entities but remain under governmental ownership or substantial governmental control shall continue to be classified as governmental facilities and are therefore ineligible.
5. New construction developments
6. Properties that have been awarded an FPRA Commercial Façade Grant within the last five years
7. Properties with outstanding monetary obligations owed to the City, for example, past due taxes or code enforcement fines or liens
8. Projects consisting solely of routine maintenance, minor cosmetic upgrades, or a single improvement will not be considered competitive and may be deemed ineligible

4. APPLICATION PROCESS

The application period will remain open for 90 days. Submitted applications will be evaluated after 90 days.

A. The Applicant must complete the Online Application and submit all required documents.

1. Two (2) different color photographs of the exterior of the property in its current condition.
2. Project concept, rendering or any other relevant materials that convey the physical improvements proposed to be made.
3. Copy of Deed showing ownership of the property by the Applicant OR if the Applicant is a tenant, copy of signed lease and Property Owner Affidavit granting the Applicant permission to implement the improvements listed on the application.
4. Two (2) written estimates from two different licensed contractors. Estimates should be on company letterhead, dated, and include a detailed breakdown of the scope of work, including the line items specifying permit fees. If you will be providing more than one cost estimate, the cost estimates MUST be for the same improvements. Estimates should be broken out in detail, especially if any non-eligible improvements are being completed, as this allows FPRA to compare based on only grant eligible improvements being performed.
5. Proof of funds to fully fund the project.
6. Project Timeline
7. Code Enforcement lien search

B. Within 10 business days of receipt of the completed Application, a staff member will contact the Applicant to determine eligibility.

C. The application period for the Commercial Façade Grant Program will be open for 90 days. Upon closure of the application period, all eligible applications will be reviewed by the Evaluation Committee and scored in accordance with the Program's Evaluation Criteria.

D. The FPRA Board will make the final determination and, if funding is approved, the FPRA Board may authorize the execution of a Grant Agreement.

COMMERCIAL FAÇADE GRANT PROGRAM

- E. Written notification will be sent to all Applicants advising them of approval or denial of funding.
- F. Staff will prepare the Grant Agreement to be executed by the Recipient and the FPRA Board following a vote to approve the Grant Agreement.

5. ELIGIBLE IMPROVEMENTS:

- A. **Primary Façade Improvement Categories** - Primary improvements are high-impact, building-defining elements that significantly improve the visual appearance, function, and street presence of a commercial property. **At least three (3) Primary Façade Improvements** are required per project.
 - 1. Façade Restoration and Architectural Enhancements (Façade repairs, masonry work, restoration of original building elements, removal of non-original façade coverings)
 - 2. Siding and Stucco (Repair, replacement, or restoration of exterior siding or stucco)
 - 3. Windows and Doors (Repair or replacement of exterior windows and doors)
 - 4. Awnings and Canopies
 - 5. Exterior Lighting (Architectural, pedestrian, or building-mounted lighting)
 - 6. Signage (New or renovated permanent signage, when combined with other façade improvements)
 - 7. Roof Repair or Replacement (Only when visible from the public right-of-way)
 - 8. Decorative Walls and Fencing (Architectural walls or fencing that define the site or screen incompatible uses; no chain-link)
 - 9. ADA exterior improvements
 - 10. Parking Lot Resurfacing (Sealcoating is not eligible)
- B. **Secondary / Supporting Improvements** - Secondary improvements support or enhance primary improvements but cannot count toward the minimum three (3) primary categories on their own.
 - 1. Removal of outdated security features
 - 2. Window transparency improvements
 - 3. Permanent landscaping
 - 4. Pedestrian and bicycle amenities
 - 5. Patio and deck improvements
 - 6. Security cameras
 - 7. Art installations (murals)

COMMERCIAL FAÇADE GRANT PROGRAM

6. INELIGIBLE IMPROVEMENTS AND EXPENSES

- A. Interior improvements (even if visible from the exterior).
- B. Exterior improvements visible less than 24 hours per day.
- C. Temporary Improvements including seasonal decorations and seasonal landscaping.
- D. Features that do not meet the applicable provisions of the City of Fort Pierce Land Development Code.
- E. Routine maintenance activities such as painting, asphalt sealing, landscape maintenance, or power washing.
- F. Flat roofs or any roofing elements that are not visible from the street are not eligible for funding under this program.
- G. Parking lot sealcoating
- H. Improvements made prior to execution of the Grant Agreement.
- I. Expenses that are ineligible for reimbursement include:
 - i. Permit fees and taxes.
 - ii. Refinancing existing debt.
 - iii. Sweat equity payments (i.e., reimbursement for Recipient's own labor).
 - iv. Expenses incurred prior to execution of the Grant Agreement.

7. GENERAL PROVISIONS

The funding assistance provided under the Commercial Façade Grant Program is solely on an expense reimbursement basis. The FPRA has the exclusive authority to approve or deny program applications based on its determination as to the benefits to the FPRA District produced by requested projects. The FPRA may impose any conditions of approval it deems suitable to protect the interests of the agency. All Recipients will be required to execute a Grant Agreement.

By accepting the grant, the Recipient agrees to report and provide updates to FPRA staff upon request. Recipient may be required to provide work schedules, execute reporting forms, and provide projected completion dates.

FPRA staff will conduct a site visit before grant payment is made in order to verify that the business is in operation. Staff may also conduct unannounced site visits periodically in order to ensure compliance with the terms of the Grant Agreement.

There is no guarantee that funding will be available for every application submitted, including those that meet the required criteria.

By participating in this grant program, Recipients agree to allow the City of Fort Pierce and the FPRA, or their agents, to take photos of themselves, their property, and their business for promotional purposes related to the grant program.

The FPRA is a public agency and is governed by the "Florida Public Records Law" under Florida State Statutes, Chapter 119. Any documents provided by the Applicant/Recipient may be subject to production by the FPRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

COMMERCIAL FAÇADE GRANT PROGRAM

8. DISBURSEMENT OF FUNDS

The Recipient shall incur all initial project costs and may receive reimbursement only after all improvements have been completed in accordance with the grant award.

Grant funds will be disbursed upon receipt of a finding of project completion by the FPRA. The finding of project completion will be granted when the FPRA has received the following package:

- Completed FPRA Reimbursement Request Form indicating that the project is complete.
- Final report documenting all construction costs incurred with the project.
- Completed W-9, as required by law, for the Recipient of the grant funds.
- Copies of all required closed permits.
- Copies of all invoices
- Proof of payment (cancelled checks or bank statements)
- Photographs of work undertaken
- Release of liens (if applicable)
- Occupancy certificates (if applicable)
- City of Fort Pierce Certificate of Use

NOTE: The Finance Department shall process the reimbursement to the Recipient in accordance with the regular payment procedures of the City. No funds will be disbursed until all work is completed and all items set forth in this section have been submitted. The reimbursement process may take approximately 45-60 days after the FPRA receives the necessary documentation. This timeframe allows for the review and verification of the submitted documents to ensure compliance with the program's requirements. The FPRA strives to process reimbursements in a timely manner and appreciates recipients' patience during the reimbursement period.

COMMERCIAL FAÇADE GRANT PROGRAM

9. EVALUATION CRITERIA

The CRAAC will review and evaluate the applications and make recommendations to the FPRA Board. The CRAAC will evaluate Applications based on the following criteria:

Evaluation Criteria	Max Points Possible 100	
Visual Impact/Blight Elimination	Max 50	
The project's ability to enhance the visual appeal of the FPRA District and significantly eliminate the blight of the building. The elimination of blight will increase safety and security of the public enhancing its visual aesthetics which will lead to increased property values, tenant occupancy, economic development, and job creation.	50	
Total Project Investment	Max 25	
The higher the ratio of private investment compared to the public grant dollar investment, the higher the score.		
Over \$100,000		25
\$100,000 - \$50,000		20
\$50,000-\$25,000		15
\$25,000 - \$10,000		10
Under \$10,000	5	
Design and Creativity	Max 15	
<ul style="list-style-type: none"> • Innovative and visually appealing facade design • Compatibility with neighborhood's architectural style • Sustainability and longevity of proposed improvements 	15	
Community Impact/Public Benefit	Max 10	
The funded projects not only improve the appearance of commercial properties but also generate meaningful positive impacts for the community and the general public.	10	
Total Project Score	100	

COMMERCIAL FAÇADE GRANT PROGRAM

Main Corridor Bonus Points (10 Points)

In addition to the maximum base evaluation score of 100 points, **ten (10) bonus points** shall be awarded to eligible projects located on a designated **FPRA Main Corridor**.

For purposes of this Program, **FPRA Main Corridors** are defined as the following high-visibility commercial corridors located within the FPRA District boundaries:

1. **TBD**
2. **TBD**
3. **TBD**

To qualify for the Main Corridor bonus, the subject property must have **primary frontage** on one of the corridors listed above.

The FPRA reserves the right to determine corridor eligibility and to update or modify the list of designated Main Corridors by Board action or administrative determination consistent with redevelopment priorities.

Maximum Possible Score with Bonus: 110 points per evaluator

10. TIMELINE

The application period for the Commercial Façade Grant Program will be open for 90 days. Upon closure of the application period, all eligible applications will be reviewed by the Evaluation Committee and scored in accordance with the Program's Evaluation Criteria.

COMMERCIAL FAÇADE GRANT PROGRAM

11. FPRA DISTRICT BOUNDARY MAP

