



The NW 7th Avenue Community Redevelopment Agency

Community  
Redevelopment Agency

# NW 7TH AVENUE AREA IMPROVEMENT & REDEVELOPMENT GRANT PROGRAMS

# 2025

November 2024

[www.miamidade.gov/global/government/boards/northwest-7th-avenue-cra.page](http://www.miamidade.gov/global/government/boards/northwest-7th-avenue-cra.page)

# TABLE OF CONTENTS



Golden Glades Interchange  
(Miami-Dade)



## **CRA Introduction**

**02**

The NW 7th Avenue Corridor Community Redevelopment Agency (CRA) is designed to eliminate the spread of slum and blight and stimulate redevelopment within the Area

## **Revitalization & Rehabilitation Grant (RRG)**

**05**

The RRG offers assistance to eligible businesses for property improvements including construction, renovation, expansion and installation of permanent improvements to commercial buildings

## **Business Attraction & Expansion Grant (BAEG)**

**06**

The BAEG offers assistance to eligible businesses desirous of moving within the CRA boundaries by funding approved relocation costs and expenses

## **Small Business Technology & Innovation Grant (SBTIG)**

**06**

The SBTIG provides funding for technology upgrades aimed at enhancing operational efficiency and capacity

## **Additional Applicant Resources**

**12**

Local, State and federal resources for businesses seeking assistance

## **Grant Program Application**

**13**

Community Redevelopment Agencies (CRAs) play a vital role in revitalizing and enhancing urban areas that may be struggling with economic decline, disinvestment, or infrastructure challenges. Established to foster sustainable community development, CRAs implement strategies that focus on the removal of slum and blight, improving housing, creating jobs, and enhancing public spaces. By collaborating with local governments, businesses, and residents, CRAs aim to transform neighborhoods into vibrant, thriving environments. These efforts not only address immediate issues but also promote long-term economic growth and redevelopment, making them essential players in the landscape of urban development.

In order to eliminate and prevent the spread of blighted conditions and stimulate and support the redevelopment of the N.W. 7th Avenue corridor, the N.W. 7th Avenue Corridor Community Redevelopment Agency (commonly referred to as the “CRA,” “Redevelopment Area,” “Agency” or “Uptown Avenue 7”) was created and its Board of Commissioners (Board) appointed by the Miami-Dade County (County) Board of County Commissioners (BCC), pursuant to Chapter 163, Part III, Florida Statutes and Ordinance No.04-124, as amended, in 2004. The Redevelopment Plan was approved on June 22, 2004 (R-780-04).

The boundaries of the Area or Agency include both sides of N.W. 7th Avenue from N.W. 79th Street to N.W. 119th Street and N.W. 135th Street on the west side and NW 143rd Street on the east side to the Golden Glades Interchange (Redevelopment Area). N.W. 7th Avenue, given its strategic location, economic dynamics, access, assets, and motivated business community, is ideally situated to support major business development, new business creation, and emerge as one of the County’s most important job growth corridors. (See map on page 3) from 143rd on the east and 135 on the west to golden interchange

The Area is a key location that supports the expansion, creation and diversification of the Miami-Dade County economy. The Agency, which is leading the redevelopment of the N.W. 7th Avenue corridor, has the following economic development goals:

- a. Re-position N.W. 7th Avenue as a major regional employment center;
- b. support the growth and expansion of existing businesses located within the Redevelopment Areas;
- c. support development of new businesses in the Redevelopment Area;
- d. support new job creation, training, and increase employment opportunities for residents of Northwest Miami-Dade County;
- e. support the aspirations of the residents living in the Redevelopment Area to improve home values, safety, and the neighborhood, and;
- f. execute an economic development program that delivers results within its financial means.

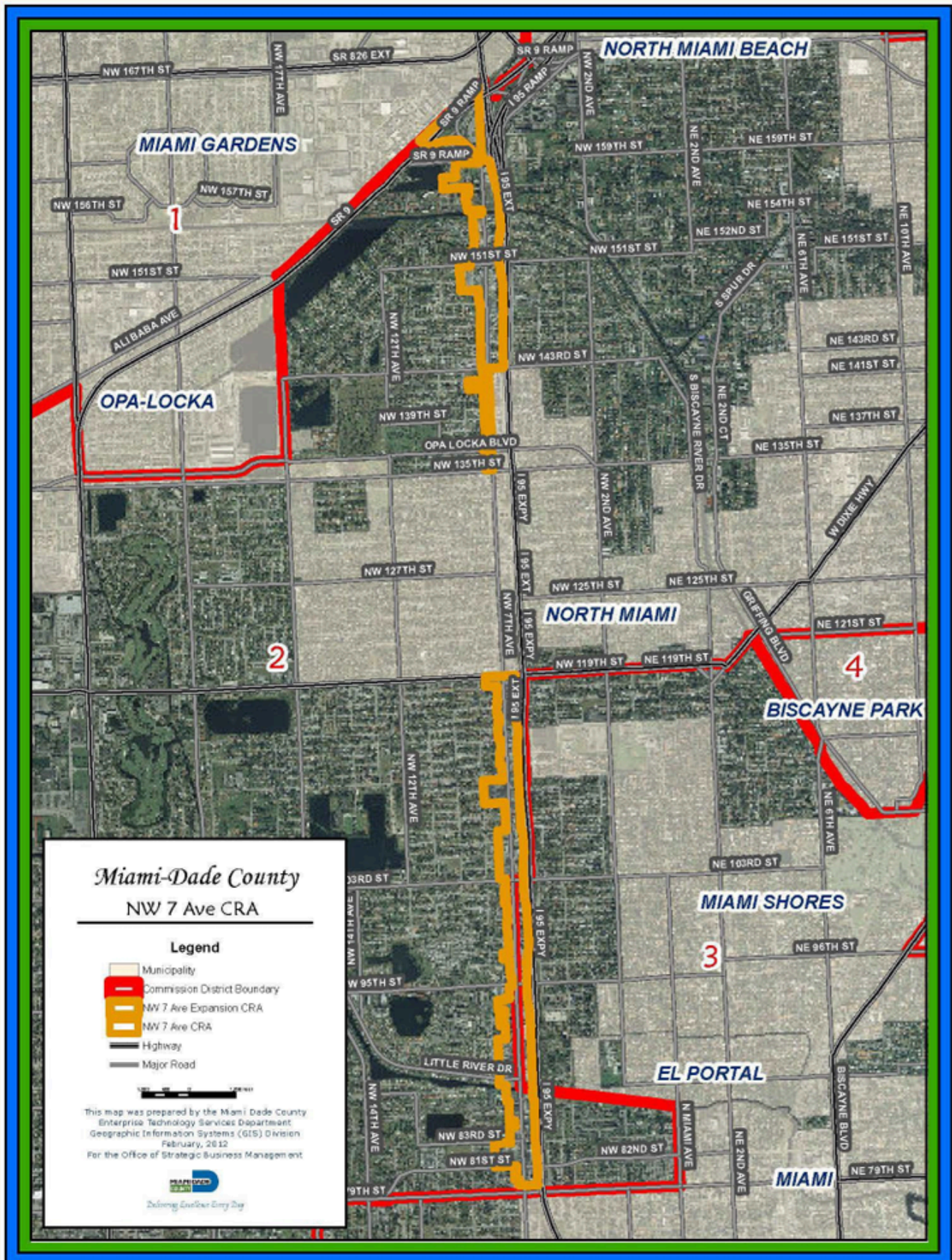
## **II. AREA IMPROVEMENT & REDEVELOPMENT GRANT PROGRAMS**

This manual is provided to describe the Agency’s Area Improvement and Redevelopment (AIRG) grant programs and outline the guidelines to be used for providing assistance to those seeking financial support from the Agency. At the time of application, a business must have been in operation for a minimum of two (2) years. Funds can only be awarded to businesses within the CRA boundaries and can only be expended to benefit projects located within these boundaries. Grant awards are contingent upon a demonstrated benefit to the Area, are awarded in compliance with the Agency’s Redevelopment Plan, and may require an in-person presentation to the Agency’s Board of Commissioners. The grants program will evolve as the CRA identifies additional areas where funding support may be necessary for local businesses.

The Agency’s grants are designed to support the economic and financial well-being of the Area through the expansion and creation of businesses, removal of blighted areas, creation and maintenance of affordable housing, and support services to the businesses and residents within the Area. The Agency’s grant funding is reimbursement-based and contingent upon the availability of funding in the Agency’s budget. The primary goal of the grant programs is to create positive change within the area through improvements of businesses, infrastructure and structures. Preference for funding will be awarded on a first-come, first-served basis and will be provided to applicants who can demonstrate that funding will:

- Help eliminate or reduce blighted conditions;
- help businesses expand sales revenue, improve competitiveness or enter new markets;
- create additional affordable housing units within the boundaries of the Redevelopment Area;
- provide new or expand services deemed needed for low- and very low-income persons in the Redevelopment Area; and/or
- be used to leverage other funds to expand or increase the overall size of the project proposed by the applicant.





The N.W. 7th Avenue CRA grant programs are available to applicants with properties located, or relocating, within the N.W. 7th Avenue CRA Redevelopment Area (two orange areas).

**NEIGHBORS AND NEIGHBORS ASSOCIATION, INC. (NANA)**  
**NW 7TH AVENUE AGENCY GRANTS COORDINATOR**  
**5120 N.W. 24TH AVENUE, MIAMI, FL 33142**  
**E-MAIL - [UPTOWN7@NANAFL.ORG](mailto:UPTOWN7@NANAFL.ORG)**  
**PHONE - (305) 756-0605**

### IV. GENERAL AREA IMPROVEMENT AND REDEVELOPMENT GRANT (AIRG) REQUIREMENTS

- a. Projects approved by the Agency, must seek to eliminate slum and blight.
- b. Applicant must have either proof of property ownership, an executed lease, or signed documents showing a bona fide intent to purchase or lease a property within the boundaries of the Redevelopment area.
- c. Tenants must have a signed lease of at least five (5) years, or documentation showing an intent to sign a lease of at least five (5) years and three (3) years of performance activity documentation in a similar business.
- d. Every effort must be made to hire residents residing within the Agency's boundaries.
- e. The Agency, at its sole discretion, may consider increasing the funding limits on a case-by-case basis. If the request exceeds the standard amount, the applicant must abide by the following:
  - o All entities or contractors receiving grants from the Agency for new commercial and residential developments to be constructed within the Redevelopment Area in an amount of \$100,000 or more, will be required to enter into a Community Benefits Agreement (CBA) with the Agency which will benefit the residents of the Redevelopment Area.
  - o To the extent allowed by law, a CBA shall include provisions for hiring local workforce for the project. The Agency will ensure that such entities or contractors comply with requirements as established by Miami-Dade County's Living Wage or Responsible Wage Ordinance, pursuant to Sections 2-8.9 and 2-11.16 of the Code of Miami-Dade County, Florida, or pay higher wages and benefits, as feasible.
  - o All organizations contracting with or receiving a grant from the Agency in an amount of \$500,000 or more, or such other amount as may be established by this Agency, shall comply with the following Miami-Dade County ordinances contained in the Code, as may be amended:
    1. Small Business Enterprises (Section 2-8.1.1.1 of the Code)
    2. Community Business Enterprises (Section 2-10.4.01 of the Code)
    3. Community Small Business Enterprises (Section 10-33.02 of the Code)
    4. Conflict of Interest and Code of Ethics Ordinance (Section 2-11.1 of the Code)
    5. Living Wage Ordinance (Section 2-8-9)

### V. INELIGIBLE USES OF GRANT FUNDS

Each program has specific eligible expenditures and criteria. However, the items detailed below are ineligible across all programs, including but not limited to:

Debt/Refinancing existing debts	Mortgage payments for real estate	Consultant fees or expenses for services (cleaning, etc.)	Business payroll/Day-to-day operating expenses	Purchase of alcohol, tobacco or medicine
Late payment fees	Utility bills	Real estate rental deposits or rent payments (except if approved by the Business Attraction & Expansion Grant)	Any illegal activity	Improvements made prior to grant approval



## REVITALIZATION & REHABILITATION GRANT PROGRAM

The **Revitalization & Rehabilitation Grant Program** (RRG) was developed to provide support for established businesses. This grant provides up to \$75,000 for the cost of interior and exterior improvements to property owners and businesses. Applicants must be able to provide a 25% match to be eligible for funding under this grant. Approved applicants may receive matching funds up to 75% of the project cost, not exceeding \$75,000. Conceptual plans/architectural drawings/before-and-after renderings must be submitted with the application. If recommended for a RRG, applicant must attend the CRA meeting where the application will be considered.

See funding examples below:

<u>Total Project Cost</u>	<u>Applicant Matching Contribution</u>	<u>CRA Contribution</u>
\$125,000.00	\$50,000.00	\$75,000.00
\$100,000.00	\$25,000.00	\$75,000.00
\$75,000.00	\$18,750.00	\$56,250.00
\$50,000.00	\$12,500.00	\$37,500.00

Eligible expenditures under the RRG include:

Exterior/Interior Lighting or Painting	Water and Sewer Hook-up	Roof Replacement/Repairs	Improvements required by the Americans with Disabilities Act (ADA)
HVAC upgrades	Surface Parking Lot Improvements	Resolution of Code Violations	Landscaping or Irrigation for Landscaping
Siding, Masonry or Stucco Facing	Fences and Gates	Window or Door Replacement	Manufacturing Equipment and Tools
Awnings, Canopies and Shutters	Exterior Signs	Historic Storefront Restoration	Demolition Expenses
Landscaping and Streetscape Items Attached to the Building or on the Property	Vehicles Used for Business Purposes (pick-up trucks, cargo vans, light and heavy trucks, and passenger vans)	Design Plans, Specifications, Labor, Materials, Equipment, Fees and Services Associated with Improvements	

Requirements: Company must be in business for at least two years. Must be a for-profit business. Non-profit agencies cannot apply. Properties with multiple business tenants (such as shopping centers or strip malls) must seek to make improvements across the entire property so that it is done as one project. However, it is acceptable that properties with multiple tenants may only seek to improve a limited section of the property.

## BUSINESS ATTRACTION AND EXPANSION GRANT PROGRAM

The **Business Attraction and Expansion Grant Program** (BAEG) was developed to attract new organizations to the Redevelopment Area. This grant provides up to \$100,000 toward specifically defined and approved costs that are related to relocation and attraction of businesses into the Redevelopment Area. This program is intended for businesses previously not located within the CRA boundaries or those businesses interested in expanding their businesses footprint. Applicants must be able to provide a 50% match to be eligible for funding under this grant. Approved applicants may receive matching funds up to 50% of the project cost, not exceeding \$100,000. Conceptual plans/architectural drawings/before-and-after renderings must be submitted with the application. If recommended for a BAEG, applicant must attend the CRA meeting where the application will be considered.

Additions or expansion to an existing building is allowable, if a business is adding at least half of the existing square footage, i.e., current 1,000 sq. ft. expansion to 1,500 sq. ft. In addition to the items detailed under the Revitalization and Rehabilitation Grant Program (page 5), the following are eligible expenditures under the BAEG program:

Up to 50% of rent for six (6) months during renovations	Installation of permanent improvements (large equipment) to commercial buildings	A percentage of impact fees related to change of use
---	--	--

Requirements: Company must be in business for at least two years. Must be a for-profit business. Non-profit agencies cannot apply. Properties with multiple business tenants (such as shopping centers or strip malls) must seek to make improvements across the entire property so that it is done as one project.

## SMALL BUSINESS TECHNOLOGY AND INNOVATION GRANT PROGRAM

The **Small Business Technology and Innovation Grant Program** (SBTIG) is designed to support organizations within the Redevelopment Area; providing funding for technology upgrades aimed at enhancing operational efficiency and capacity. This grant program offers financial assistance of up to \$10,000 to eligible businesses for the purchase and implementation of technology-related equipment and services. Approval for this grant does not disqualify the business from participating in other programs offered by the Agency. If recommended for a SBTIG, applicant must attend the CRA meeting where the application will be considered. Where applicable, examples of the equipment to be procured, must be submitted with the application.

Eligible expenditures under the SBTIG include:

Point-of-Sale (POS) systems	Software licenses and subscriptions	Security systems (including cybersecurity measures)	Website development and optimization	Digital marketing tools and strategies
Cloud services and data storage solutions;	Training and professional development in technology	Professional services (i.e., CPA, Attorney)	Commercial liability insurance	Other technology-related expenses deemed essential for business growth

Requirements: Company must be in business for at least two years. Must be a for-profit business. Non-profit agencies cannot apply. Property use must be commercial.

## VII. GENERAL TERMS & CONDITIONS

- A. Adult entertainment businesses, national chains, religious institutions, liquor stores, smoke/vape shops, or predatory lending services (payday lenders/checks cashing stores) are not eligible for grant funding.
- B. Any businesses/projects deemed eligible for financial assistance shall be located within the Redevelopment Area.
- C. The business to be assisted or the property to be developed must be privately owned.
- D. If recommended for a grant, applicant must attend the CRA meeting where the application will be considered.
- E. Businesses being considered for a grant(s) must be at least two (2) years old.
- F. Businesses that have received a grant(s) from the Agency within the past two (2) years, are not eligible for additional assistance, unless a demonstrated expansion of the business can be clearly shown. The Grants Administrator will make a determination on a case-by-case basis.
- G. Prior to applying keep in mind:
  - Projects requiring rehabilitation must prove to be structurally feasible.
  - Under no circumstances, will funds be awarded to an applicant for a building that will not be occupied after rehabilitation. Buildings to be rehabilitated shall be occupied at the time funding is requested or subject to a bona fide lease or rental agreement providing for occupancy or re-occupancy after completion of the rehabilitation. A building owner may contract with the Agency to undertake the commercial rehabilitation improvement process on a vacant business building, understanding that the Agency will not reimburse any cost until such time the space is occupied. Should the building unit remain vacant for one (1) year following completion of the rehabilitation, the Agency's responsibility to reimburse any cost shall expire.
  - For non-owner occupied/lease holder improvements, the applicant must have partnered with the property owner and have a negotiated lease that will keep the business in the improved location for a minimum of two (2) years after the conclusion of improvements.
  - For business owners utilizing grant funds to purchase equipment, the equipment will be considered property of the Agency until fully amortized, therefore:
    1. Extended warranties that protect the equipment, until fully amortized, must be purchased along with the equipment whenever possible.
    2. The equipment must be protected under the awarded business's insurance policy.
    3. If the business ceases to operate before full amortization, the property is to be returned to the Agency.
- H. The business shall keep the property in good condition and repair and shall not remove or demolish any improvements thereon in accordance with applicable terms and conditions. If this provision is violated, the grantee will be notified of any violations and will be given 60 days to correct the violations. If the violations are not corrected within the prescribed time frame, the property will not be eligible for further benefits from the Agency.
- I. No substantial changes will be made to the improvements for a minimum of two (2) years following completion of the rehabilitation of the building unless said changes are approved, in writing, by the Agency. If any changes are made without the prior written consent of the Agency, the building will not be eligible for further benefits in any Agency funded program.

## VIII. ARCHITECTURE DESIGN & CONSTRUCTION (IF APPLICABLE)

Any projects requiring construction or rehabilitation are subject to approval by the appropriate Miami-Dade County departments. Uses and activities taking place at the applicant's property, and the proposed construction/rehabilitation to be undertaken shall be consistent with the requirements of the Florida Building Code, compliant with all Miami-Dade County building and zoning requirements, and any and all necessary Federal, State and local permits. The applicant is responsible for acquiring all necessary permits and approvals for the project. Conceptual plans/architectural drawings/before-and-after renderings must be submitted with the application.

Buildings with pending code violations are not eligible for an improvement grant unless the proposed work involves resolution of the pending violation(s). Design plans submitted by the grantee and their architect to the Grants Administrator, shall be complete and consistent with all applicable State and County codes. The Grants Administrator shall review and forward a copy of submitted design plans to the Agency's staff.



Plans are subject to the following Design requirements:

- Designs must be of high quality and should include a sealed set of plans and specifications if required by the County's Building Department.
- All designs must be reviewed and approved by the Agency prior to construction in order to be eligible.
- Colors shall be compatible and complimentary to those of existing nearby buildings.
- Designs should consider the removal of material and architectural barriers which restrict mobility and accessibility of elderly or handicapped persons.

## IX. COMMUNITY BENEFITS AGREEMENT

A Community Benefits Agreement (CBA) is a tool which ensures that the interests of the local community is prioritized in projects undertaken by the Agency. A CBA, which will be entered into with grantees of the RRG or BAEG programs, outlines the commitments made by an awarded business to the Agency and may include provisions for: job creation for the Area's residents; affordable housing; internships; mentoring and/or development programs; workshops for existing and new entrepreneurs; public art installations; and other community-oriented initiatives.

Approval and receipt of funds, for an amount of \$100,000 or more, is subject to the Grantee entering into and executing a CBA with the Agency. The RRG and BAEG programs have several goals that the CBAs will help the Agency achieve, examples of those include:

SAMPLE PROJECT/FUNDING REQUEST FROM BUSINESS	SAMPLE CBA GOAL/OUTCOME ESTABLISHED BY CRA
Agencies Providing Services to Businesses or the Public	100% of the businesses funded by the Agency must be located within or plan to relocate within the Redevelopment Area
Permanent Positions of Persons Living Within the Redevelopment Area	1 job per each \$50,000
Construction Positions of Persons Living Within the Redevelopment Area	20% of positions available
RRG and BAEG Grant	25% grant match required (e.g., \$50,000 grant, \$12,500 match; \$100,000 grant, \$25,000)
Affordable Housing	Create public parks, community centers, or recreational facilities that enhance the quality of life for residents
Housing Units	Reserve a certain percentage of affordable housing units in a project, to ensure that a portion of the new housing is accessible to low- and moderate-income Area residents

- Additional requirements may be requested, based on the nature of the business and the opportunities financed by the Agency.
- Permanent position(s) will be required to be maintained for at least one (1) year. Any permanent position(s) not held for one (1) year, will require the grantee to reimburse the Agency for a portion of the grant amount.
- Grantee must document that all positions supported by Agency funding will be paid no less than the Annual Living Wage as defined by Miami-Dade County.
- Grants for \$100,000 or more, will have a CBA term that will extend 2 years after the conclusion of the project. If additional time is required due to verifiable extenuating circumstances, the grantee must request a written extension 90 days prior to the expiration of the grant. The Agency reserves the right to exercise independent discretion to grant or deny any request. The Agency may grant an extension for a period of up to six (6) months.

## **X. GRANT CONTRACT REQUIREMENTS/CONFLICT OF INTEREST**

Grantees are required to enter into and execute a: 1) Contract with the Agency for payment of grant funds, and 2) a construction contract between the property owner and the selected contractor or vendor if construction or rehabilitation of the property is part of the project. If a grantee has been awarded a minimum of \$100,000, a CBA is also required.

The applicant is responsible for employing its own contractors when applicable. However, for buildings under contract with Agency funds, the building owner, lessor, lessee, tenant, occupant or employee of the same, either personally or corporately, shall not serve as a paid contractor or sub-contractor for the rehabilitation of said building, nor shall they be paid for their own labor with Agency funds for the rehabilitation of said building.

No person, including but not limited to any officer, board of directors, managers, supervisor, or employees employed by the Agency or Miami-Dade County, who is in the position of authority, and who exercises any function or responsibilities in connection with the grant process, shall have during the term of the grant, received any of the services, or direct or instruct any employee under their supervision to provide such services as described in the Program. Additionally, no family member related to any officer, board of directors, managers, supervisor, or employees employed by the Agency or Miami-Dade County, may apply for a grant. The term “related to” includes the following:

- By blood or adoption: Grandparent, parent, child, sibling, first cousin, uncle, aunt, nephew, or niece;
- By marriage: Current or former spouse, brother- or sister-in-law, father- or mother-in-law, son- or daughter-in-law, stepparent, or stepchild; or
- Other relationship: A current or former relationship, occurring outside the work setting that would make it difficult for the individual with the responsibility to make a decision or recommendation to be objective, or that would create the appearance that such individual could not be objective. Examples include, but are not limited to, personal relationships and significant business relationships.

Building owners or occupants must disclose any business or personal relationship with members of the Agency’s Board of Commissioners or any person designated as staff or legal counsel to the Agency. Applicants who have an apparent conflict of interest and are otherwise eligible to participate and receive assistance through this program may submit a waiver for the same. No benefits may be received prior to the approval of such waiver.

## **XI. APPLICATION INFORMATION**

- A. A business must complete the Application to include all required attachments. The Agency reserves the right to use the applicant’s name, photographs and/or likeness for any County or Agency-related publications, events, communications, website, etc.
- B. A business which is applying for construction/renovation funding through this program, must complete the Application, include schematic-level drawings and a letter of commitment, or other type of documentation, which demonstrates that funding for the project is in place from all funding sources. If Agency funding will be used as a match, grantee will provide proof that all funding is in place within ninety (90) days of approval of grant or execution of CRA Grant Agreement. If no proof is provided, the grant award will automatically be considered rescinded.
- C. The Agency, via the Grants Administrator, will accept applications on a first-come, first-served basis. Once an application is received, the Grants Administrator will note the date and time of receipt as applicable.
- D. Applications will be reviewed to ensure completeness. An incomplete application will not be processed and will be returned to the applicant. Applications can be hand delivered, mailed, scanned or e-mailed to the Grants Administrator: [uptown7@nanafl.org](mailto:uptown7@nanafl.org) by the published deadline.
- E. The Grants Administrator shall review applications, attachments, make recommendations for acceptance or rejection of the applications, and provide continuity for applicant inquiries. The staff may consider several factors, including but not limited to: completeness of the application, length of time the business has been in operation, location of the business, type of business, continuity of ownership, benefit to the community, number of employees, and the level of assistance requested as it relates to the limited amount of Agency funds available, when making recommendations for funding.

- F. Each application package will be evaluated by the Agency for: 1) completeness; 2) conformance with the objectives of the Grant program; and 3) the economic impact of the use of the funds proposed by the organization. The Agency reserves flexibility in its evaluation of grant applications. Preference will be given to organizations addressing the Agency's areas of interest and the Agency's program objectives.
- G. The Agency encourages businesses to use the grant funds to leverage and increase the total amount of funds to be invested leveraging either investor funding, additional grants, or debt to increase the size, value, and impact of the total investment proposed using the Agency's funds. Businesses are urged to contact their financial institution to discuss how the grant funds can be used to leverage a more significant investment in their business.
- H. As a condition for funding, successful applicants may be required to provide oral updates directly to the Agency or through the Grants Administrator.

## **XII. PAYMENT PROCESS & PAYMENT CONDITIONS**

The grant payment process is detailed below and the executed Agreement, between the Agency and the successful applicant (grantee), will serve as the "Contract" for the purpose of the grant program. Please note that grant payments are made on a reimbursement-basis or on behalf of an approved grantee through the Grants Administrator.

- A. Any work which is commenced, or equipment purchased, prior to approval and execution of a CRA grant award, will not be eligible for reimbursement under the Agreement.
- B. The owner must receive three (3) formal written quotes from eligible licensed contractors. The Grants Administrator will review all quotes provided by the organization, for reasonableness of cost, prior to the business/owner entering into a contract for the work to be performed. If the cost of the total job is less than \$5,000, and the installation is provided by the vendor (i.e., windows or awnings), only one written quote is necessary. All contractors must have a valid General or Building contractor's license (Class A or B) as per Florida Statute 489, part 1, Department of Business and Professional Regulation (DBPR).
- C. Construction must start within ninety (90) days of design approval and be completed within one hundred eighty (180) days of the start of construction. If construction or improvements are delayed, the grantee must contact the Grants Administrator. If a request for a grant extension is needed, the request must be made to the Grants Administrator two (2) months prior to its expiration.
- D. If an extension for longer than six (6) months is needed, the Grants Administrator will forward the request and sufficient justification to the Agency for their approval.
- E. If the scope of a project requires revision, the organization must inform the Grants Administrator to determine if the revision will fall within the approved grant program guidelines. If so, the Grants Administrator shall inform staff and the Agency in writing and seek prior approval.
- F. Businesses using funds for construction or rehabilitation must comply with all requirements of the County for obtaining building permits, sign permits, electrical permits, or any other related permits. Work of any kind started without proper permits, required sealed plans (any structural improvements require sealed plans) and specifications, if applicable, will not be eligible for assistance and will not be reimbursed.
- G. Construction contracts lasting less than three weeks in duration will be paid by a lump sum at the end of the contract upon issuance of the Certificate of Occupancy (if appropriate), final inspection by the Architect and County Building Official, and all release of liens from contractors, sub-contractors and suppliers.
- H. Construction contracts lasting more than three weeks may have progress payments for the eligible program costs, at the request of the owner, at two week intervals with the final payment to be made upon issuance of the Certificate of Occupancy, final inspection by the Architect and County Building Official, receipt of all labor standards documentation, and all release of liens from contractors, sub-contractors and suppliers.
- I. Businesses must document the expenditure of their match before any funds are released by the Agency. With prior approval of the Agency, the agreement between the Agency and the business may allow for the Agency to fund allowable expenses of an approved invoice on a reimbursement basis, not to exceed the funding limits of the approved grant. Requests for reimbursement of construction costs will be reviewed only as a complete package. Any costs not included in a request for reimbursement will not be considered.

As illustrative, documentation required with an application for payment of renovation construction costs includes:

- Cancelled checks
  - Detailed invoices (quotes, estimates are not acceptable) and paid receipts
  - Name, address, telephone number and, if applicable, the contractor, vendor, etc.
  - Signed statement attesting to the design and construction costs incurred
- J. The Agency and staff reserve the right to verify all costs associated with design and construction work for which payment is requested.
- K. All change orders must have prior approval from the Grants Administrator and staff, or any costs associated with the change order will be disallowed.
- L. All checks for reimbursement will be issued through the Grants Administrator unless provided for differently between the Agency, the Grants Administrator and the grantee. Final payment of the last invoice will be made only after receipt of a final Project Report/Jobs Report and Certificate of Occupancy from the County Building Department (where required) and Certificate of Appropriateness (where required).
- M. Fifteen percent (15%) of the final payment will be withheld until such time as all liens, placed as a result of the project, have been satisfied (i.e., letter of release from the vendor/contractor).

### **XIII. PROGRAM DISCLAIMERS**

- A. The Agency, in its sole discretion, reserves the right to reject any and all grant applications, postpone or cancel the Grant program, or waive any irregularities in applications submitted for program grant funding. The Agency, in its sole discretion, reserves the right to request and evaluate additional information from any applicant after the submission deadline as the Agency deems necessary.
- B. Areas not covered in detail in this policy which arise during the application, implementation, or construction phases will be handled as the situation may dictate so as not to impede orderly progress. The Agency shall have the final determination related to interpretations of this policy.
- C. If additional funding is pending from other sources and is required for project completion and that funding is not successful, the Agency reserves the right to withdraw its award.



## RESOURCES FOR SMALL BUSINESSES

<p>Miami-Dade County Strive 305 Office of the Mayor 111 NW 1st Street, 29th Floor Miami, FL 33128 Phone (305) 375-5071 <a href="https://www.miamidade.gov/global/government/mayor/strive305/home.page">https://www.miamidade.gov/global/government/mayor/strive305/home.page</a></p>	<p>Miami-Dade County Internal Services Department, Small Business Development 111 NW 1st Street, 19th Floor Phone (305) 375-3111 <a href="http://www.miamidade.gov/smallbusiness/home.asp">http://www.miamidade.gov/smallbusiness/home.asp</a></p>	<p>Miami-Dade County Regulatory &amp; Economic Resources Department Small Business Development Resources Phone (305) 375-5289 <a href="https://www.miamidade.gov/business/business-development-resources.asp">https://www.miamidade.gov/business/business-development-resources.asp</a></p>
<p>Small Business Administration, South Florida District Office 100 S. Biscayne Boulevard, 7th floor Miami, FL 33131 Phone (305) 536-5521 <a href="http://www.sba.gov/offices/district/fl/miami">www.sba.gov/offices/district/fl/miami</a></p>	<p>U.S. Small Business Administration (SBA) Resource Guide <a href="https://www.sba.gov/business-guide/">https://www.sba.gov/business-guide/</a></p>	<p>Miami Bayside Foundation 25 SE 2nd Avenue, Ste 240 Miami, FL 33131 Phone (786) 703-5767 <a href="http://www.miamibaysidefoundation.org">www.miamibaysidefoundation.org</a></p>
<p>Miami Dade Chamber of Commerce 100 South Biscayne Blvd. Ste 300 Miami, FL 33137 Phone (305) 751-8648 <a href="http://www.m-dcc.org">www.m-dcc.org</a></p>	<p>Dade SCORE 100 Biscayne Boulevard, 7th Floor Miami, FL 33131-2011 Phone (786) 425-9119 <a href="http://www.miamidade.score.org">www.miamidade.score.org</a></p>	<p>Florida Atlantic University – Small Business Development Center 8500 SW 8th Street, Ste 224 Miami, FL 33144 Phone (786) 388-9040 <a href="http://www.fausbdc.com/">www.fausbdc.com/</a></p>
<p>Partners For Self-Employment, Inc. 3000 Biscayne Blvd. Ste 315 Miami, FL 33137 Phone (305) 438-1407 Ext. 315 <a href="http://www.partnersforselfemployment.org">www.partnersforselfemployment.org</a></p>	<p>Minority Business Development Agency Business Center – Miami 9499 NE 2nd Avenue, Ste 204 Miami, FL 33138 Phone (786) 515-0670 <a href="https://www.mbdba.gov/businesscenters/miami">https://www.mbdba.gov/businesscenters/miami</a></p>	<p>Florida Small Business Development Center University of West Florida 220 West Garden Street, Ste. 302 Pensacola, FL 32502 Phone (850) 898-3479 <a href="http://floridasbdc.org/">http://floridasbdc.org/</a></p>

## NW 7TH AVENUE CRA BOARD OF COMMISSIONERS

Daniella G. Pierre, MSHRM Chairwoman	
Jeffy Mondesir, BSA Vice Chairman	Nadeige Theresias-Joisil, MS Ed Secretary
Gene Lomando, BSA	Rasha Cameau, MBA FRA-RP