

COMMERCIAL FAÇADE INCENTIVE PROGRAM APPLICATION

The Merritt Island Redevelopment Agency (MIRA) sponsors a Commercial Façade Incentive Program to benefit commercial property owners in the MIRA Redevelopment District. Pre-application counseling may be obtained by calling the Merritt Island Redevelopment Agency at (321) 454-6610.

Applicant's Name: _____ dba as _____

Phone: _____ Email Address: _____

Applicant's Mailing Address: _____

Address of property being improved: _____

Name of Business to occupy Property (if known): _____

Project Description/Scope of work: _____

Estimated Cost of Project: _____

(The incentive funding will be determined upon review of the application package and approved by the Merritt Island Redevelopment's Board of Directors).

The application is not complete without attaching the following documentation:

1. Copy of deed/proof of ownership w/Legal Description.
2. Detailed/itemized description of planned improvements; drawing or Rendering if available.
3. Timetable of expected improvements.
4. Photographs of current existing condition reflecting need for improvement.
5. Estimates/quotes/bids for all costs associated with the project.
 - a. Estimates/quotes/bids must list individually all items of work to be performed with price for each item.

- b. Owner "sweat equity" hours will not be credited as matching value.
6. List and date of all applicable permit numbers.

Completed applications should be submitted (with required attachments) to:

Merritt Island Redevelopment Agency
2575 North Courtenay Parkway - Room 214
Merritt Island, Florida, 32953

Applications will not be processed until all information is submitted; incomplete applications will be returned for required elements. Applications submitted will be:

- Package will be date-stamped and reviewed for completeness.
- Complete packages will be scheduled for review by the MIRA Beautification Committee at their monthly meeting for recommendation.
- Recommended packages will be scheduled for final disposition by the MIRA Board at their monthly meeting.
- Approved applicants will be scheduled for Incentive Agreement execution. A final notice to proceed with the project will be issued by MIRA. **If the work is completed before submitting the application, it will not be accepted.**

If the application is not approved by the MIRA board of directors, the applicant understands that the grant or portion of the grant may not be awarded.

Signature of Applicant

Date

Print Name

Apply date stamp below (for office use – date received):