



**The deadline to apply for any of the programs for Fiscal Year 2024-2025 is June 26, 2025.**

## HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY ECONOMIC DEVELOPMENT INCENTIVES PROGRAM

### **About the Program**

The goal of this Program is to accelerate the attraction of major businesses within the Hallandale Beach Community Redevelopment Agency (HBCRA). An additional objective is to reduce the risk of developing/constructing speculative commercial space in the HBCRA.

**Eligible Area:** All properties within the HBCRA.

**Direct Cash/Job Creation Program.** The Direct Cash/Job Creation incentive is an incentive program paid solely by the HBCRA. Through this program, HBCRA may provide direct cash payments of up to \$2,000 per new Job created, to a maximum of \$200,000, to companies relocating or expanding within the HBCRA.

**Qualified Target Industry (QTI) Tax Refund Incentive.** The QTI Refund Incentive Program is a tax refund program wherein eligible companies may receive refunds of taxes paid to the State of Florida on corporate income, sales, and insurance premiums, as well as certain other taxes paid to the State of Florida. The State of Florida provides 80% of the total incentive paid to the company. The remaining 20% must be matched locally. The 20% local match may comprise contributions from Broward County and the municipality/HBCRA within Broward County where the project will be located. The incentive program payment amount per new job created is as follows by average annual wage. The HBCRA may also pay the 20% local match in its entirety.

1. 115% of the County's average annual wage - \$3,000
2. 150% of the County's average annual wage - \$4,000
3. 200% of the County average annual wage - \$5,000

Additional bonus incentive amounts are available under the QTI Refund Incentive Program as follows:

1. High-Impact Bonus. Companies that meet the eligibility requirements for the QTI Refund Incentive Program and operate in certain high-impact industry sectors as determined by the State of Florida pursuant to Section 288.108, Florida Statutes, may be eligible for an additional refund of up to \$2,000 per new job created.

2. Brownfield Bonus. Companies that meet the eligibility requirements for the QTI Refund Incentive Program and are located in HBCRA-designated Brownfield areas may be eligible for an additional refund of up to \$2,500 per new job created.

3. Enterprise Zone Bonus. Companies that meet the eligibility requirements for the QTI Refund Incentive Program and are located in a HUB Zone may be eligible for an additional refund of up to \$2,000 per new job created.

Alternative State or Federal Local Match Program. The HBCRA may elect to provide local matching dollars as part of an overall job creation incentive to companies starting, relocating, or expanding in Hallandale Beach. The company would be required to meet all criteria set forth in any new State or Federal incentive program.

Economic Inducements. Requests for economic inducements such as public facilities improvements and permitting facilitation shall be outlined in writing and submitted to the HBCRA for consideration. The HBCRA may conduct a Tax Revenue/Cost Analysis of the requested inducements to determine the economic impact to the HBCRA. The Executive Director may request from The Greater Fort Lauderdale Alliance (the "Alliance" or such other designated organization) additional information for inclusion in the analysis.

Application to this grant program is not a guarantee of funding. HBCRA funding of any project is not an entitlement and is based on the goals of the Agency and the availability of funding. Funding is at the sole discretion of the HBCRA Board.

**Lease Terms:** If the Applicant is a tenant, it must have a proposed or executed multi-year lease with a minimum of two years remaining on the lease. The commercial lease must define the landlord-tenant relationship and, at a minimum, provide the following information:

- a. A description of the space being rented, including square footage and a drawing of the space.
- b. Description of utilities that the tenant's responsibility.
- c. Rental rate and deposits along with terms of lease and methodology for future rent increases.
- d. Responsible party for interior and exterior repairs and/or improvements.
- e. Insurance requirements.
- f. Ability to terminate; and,
- g. Consequences of default on the lease.

Proposed leases must be executed within 30 days of HBCRA Board approval, or the grant award is terminated.

### **Automatic Disqualifications**

- o The applicant has previously defaulted on any prior grant agreement or other agreement with the HBCRA and/or City.
- o A prior grant awarded to the applicant was rescinded.
- o The applicant is currently a party in litigation against the HBCRA and/or City or has threatened litigation against the HBCRA and/or City.
- o Any work done prior to the HBCRA Board approval does not qualify.



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- o Religious organizations or sites being utilized for religious purposes will not be considered for funding unless the funding will not have as its primary effect the advancing or inhibiting of religion.
- o If a property has already received funding in previous years, the Applicant may not reapply for the Program, or any other grant program administered by the HBCRA for a period of 5 years unless approved on a case-by-case basis by the HBCRA Board if recommended by staff.
- o Properties “for sale” or listed on the MLS at the time of application are not eligible.
- o For properties that are sold, transferred, or have a change of use within twenty-four months of receiving grant funding, the Applicant must repay the full amount of the program grant. A Declaration of Restrictive Covenants shall be recorded by the HBCRA against the property in order to secure the HBCRA's right of repayment.

### Step 1: Application Process

- a. Schedule an appointment with HBCRA Staff to discuss potential project and make sure it meets Program intent. Please call (954)457-2228.
- b. Submit a completed application with a check for \$250.00 made payable to the City of Hallandale Beach Community Redevelopment Agency for review. Incomplete applications will not be considered for funding until a complete application and all supporting documents are received by the HBCRA. Applications must be signed by the owner of the property of record; tenants and/or other occupants are ineligible to participate in the Program and are prohibited from filing an application on behalf of an owner unless otherwise authorized, in writing, by the property owner.
- c. HBCRA will complete the application review within 30 business days of receipt and notify Applicants of any missing information or deficiencies in terms of eligibility for the Program.
- d. Upon determination of completeness and eligibility, HBCRA Staff will place the Application on the next available HBCRA Board agenda for consideration. The HBCRA Board meets monthly on the 3<sup>rd</sup> Monday of the month in the City Commission Chambers.
- e. Applicants not approved may apply again with modifications. A fully executed and accepted Program Grant Agreement between the HBCRA and the Applicant, together with the Declaration of Restrictive Covenants, shall be executed within 30 days of HBCRA Board approval and shall serve as a Notice to Proceed.
- f. The project must be completed within six months of Program Agreement execution.
- g. Should project delays arise, it is at the discretion of the HBCRA Executive Director to grant no more than one six-month extension to the Agreement prior to its expiration. Extensions will not be considered once the Agreement has expired.
- h. Application to this grant program is not a guarantee of funding. Funding is at the sole discretion of the HBCRA Board.
- i. Applicants must submit an original, “hard copy,” and electronic copy application with all back-up materials to the HBCRA for review and subsequent approval by the HBCRA Board. Applications will be considered on a first-come, first-serve basis.
- j. The HBCRA recommends that Applicants attend the HBCRA Board meeting, during which the Board will consider their application in order to answer any questions the HBCRA Board may have

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regarding their applications. HBCRA staff will notify the Applicant of the Board approval or denial in writing.

## **Step 2: Construction/Payment & Site Visits by the HBCRA:**

- a. The agreement is between the HBCRA and the Applicant. The HBCRA will not make payments directly to the contractor.
- b. The HBCRA will disburse funds once the Applicants have paid their match. Aside from any initial deposits, HBCRA will disburse funds at 50 % of project completion and 100% of project completion.
- c. Applicants must provide a release from their contractor in consideration of final payment.
- d. An HBCRA staff member will visit the property and take photographs of the completed project. Once the project has been inspected and approved by the City of Hallandale Beach and/or the HBCRA, a check will be issued in the Applicant's name.
- e. HBCRA Staff may conduct unannounced site visits before, during, and after the project in order to determine and ensure compliance with the terms of the grant agreement.

## **PLEASE READ THE FOLLOWING PRIOR TO APPLICATION SUBMITTAL**

- The application must include **all** of the following items: Photographs of the current condition of site and structures; architectural renderings of proposed façade improvements in color; a detailed outline of all proposed improvements with a cost estimate, and a Flash drive or other electronic device containing copies of all required documents. If any components of the project pertain to paving, fencing, landscaping, etc., a survey showing the location of work shall also be required.
- Owners of properties that are for sale may not apply for grant funding. Properties sold within twenty-four months of receiving grant funding **must repay the full grant amount**.
- After approval by the HBCRA Board, the HBCRA will provide the Applicant with an approved Grant Agreement and Declaration of Restrictive Covenants for signature. The property owner shall not begin construction (Grants cannot be applied retroactively for work previously completed) until the Grant Agreement and Declaration of Restrictive Covenants is signed by all parties and the Declaration has been recorded in Broward County public records. Improvements completed prior to approval by the HBCRA Board will not be eligible for reimbursement.
- If deemed necessary, the HBCRA reserves the right to have the application and its contents evaluated and analyzed by an outside third party, including but not limited to the proposed business plan, partnership/ownership information with equity positions, mortgage on the property, lease agreements, letter of Intent from lending institution and any other documents provided by the Applicant.
- If your site plan or application request includes landscaping, the landscaping must consist of species and varieties of native plants that are drought tolerant, require little irrigation, and withstand the environmental conditions of Hallandale Beach. Irrigation systems must prevent overspray and water waste, and it is recommended a drip irrigation system be installed.



- Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments, and encumbrances of any kind. This provision can be waived by the HBCRA Board if development plans for the property meet the goals and objectives as set forth by the HBCRA. Upon grant approval, the property must remain free of all municipal and county liens, judgments, or encumbrances of any kind under the terms of the agreement.

**SUBMISSION OF AN APPLICATION IS NOT A GUARANTEE OF FUNDING**

It is the responsibility of the Applicant to READ AND UNDERSTAND all aspects of the Grant Program's Rules/Requirements and Application. NOTICE TO THIRD PARTIES: The grant application program does not create any rights for any parties, including parties that performed work on the project. Nor shall issuance of a grant result in any obligation on the part of the HBCRA to any third party. The HBCRA is not required to verify that entities that have contracted with the Applicant have been paid in full or that such entities have been paid any subcontractors in full. Applicant's warranty that all bills related to the Project for which the Applicant is directly responsible is sufficient assurance for the HBCRA to award grant funding.

I have read completely and understand the program requirements, including the application guidelines and grant reimbursement process.

\_\_\_\_\_  
Signature

Date\_\_\_\_\_

\_\_\_\_\_  
Printed Name and Title

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HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY  
ECONOMIC DEVELOPMENT INCENTIVES PROGRAM APPLICATION

Date of Application \_\_\_\_\_

1. Property Address: \_\_\_\_\_

2. Name of Applicant: \_\_\_\_\_

3. Address of Applicant: \_\_\_\_\_

Phone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

4. Does the Applicant own property?    \_\_\_\_\_ Yes    \_\_\_\_\_ No

5. Indicate the owning entity of the property (i.e., name on property title)

\_\_\_\_\_



6. Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Total Project Cost \_\_\_\_\_ Total Funding Request \_\_\_\_\_

Authorized Representative (Property Owner or Agent):

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

*\*If application is signed by authorized agent, please provide proof through notarized letter, articles of incorporation or some other form acceptable to HBCRA legal counsel.*

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## ECONOMIC DEVELOPMENT INCENTIVES PROGRAM CHECKLIST

- One (1) hard copy and one (1) electronic copy of the completed application with a check for \$250.00 made payable to the City of Hallandale Beach CRA.
- Photographs of the current condition of the site and structures.
- Architectural renderings of proposed façade improvements in color.
- A detailed outline of all proposed improvements with three (3) quotes from a licensed contractor.
- If any components of the project pertain to paving, fencing, landscaping, etc., a survey showing the location of work is also required.
- Applicant acknowledges that the property to be improved does not have any delinquent ad valorem taxes and is free of all municipal and county liens, judgments and encumbrances of any kind.
- Applicant acknowledges that properties that are sold within twenty-four months of receiving grant funding must repay the full amount of the grant and that a **lien** shall be recorded by the HBCRA against the property in order to secure the right of repayment.
- A canceled check of payment to contractor/GC (your 30%). The HBCRA must receive proof of payment of your 30% via a canceled check within fifteen (15) days of project start (prior to the first payment from the grant)
- Both the CRA Commercial Improvement Grant Program Application and Program Agreement have been signed.
- Preliminary schedule for completion of improvements
- Copy Authorized Agent letter (or other documentation) if Applicant is not the owner
- Copy of Business Tax Receipt
- Copy of Entity's Sunbiz.
- Copy of Executed Lease Agreement.
- One-page summary of the business plan/marketing plan.
- Completed W-9 Form for payee

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- Copy of license and liability insurance form chosen contractor.
- Copy of property insurance for business or building.

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# Hallandale Beach

COMMUNITY REDEVELOPMENT AGENCY



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CBGP APPLICATION