

Legistar #201144_B

Historic Home Stabilization Grant Program



Program Policies and Application

As approved by the Gainesville City Commission
through Resolution ___ on __/__/2021



Gainesville
Community
Reinvestment
Area



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The Gainesville Community Reinvestment Area ("GCRA") was created in 2019 through the adoption of Ordinance 181001. The goal of the GCRA is to encourage investment in underserved areas within the district.

Section 1. About the Program

The Historic Home Stabilization Grant Program provides grant funds to repair historic homes that have code violations or are deemed “dangerous” (Article Two, Section 13 and Section 16 respectively) per the City of Gainesville Code of Ordinances. The program begins to address this issue by preserving the original character-defining architectural elements of a neighborhood and preventing the demolition of single-family homes.

It is not the intent of the GCRA to engage in any reinvestment activity that requires vacating property or displacing any residents from property. As this is a pilot program, the GCRA has committed to reviewing the efficacy of the program and any suggested changes will be brought back prior to the first year anniversary of the program.

Section 2. What is Offered

Funding is provided for projects that resolve minor or major housing violations and dangerous conditions. Examples of eligible projects include roofing, structural repairs, electrical, and plumbing. Recipients are eligible for up to 50% of the total estimated project costs after the improvements have been completed, passed required inspections and proper invoicing and backup is submitted for payment and approved by the GCRA Project Manager. The GCRA will set the amount of financial assistance available for each fiscal year in its annual budget.

Recipients will be awarded based on their project proposal. Priority for grant funds will be given to homes with the most critical need. Recipients who make a low to moderate annual income will also be given preference.

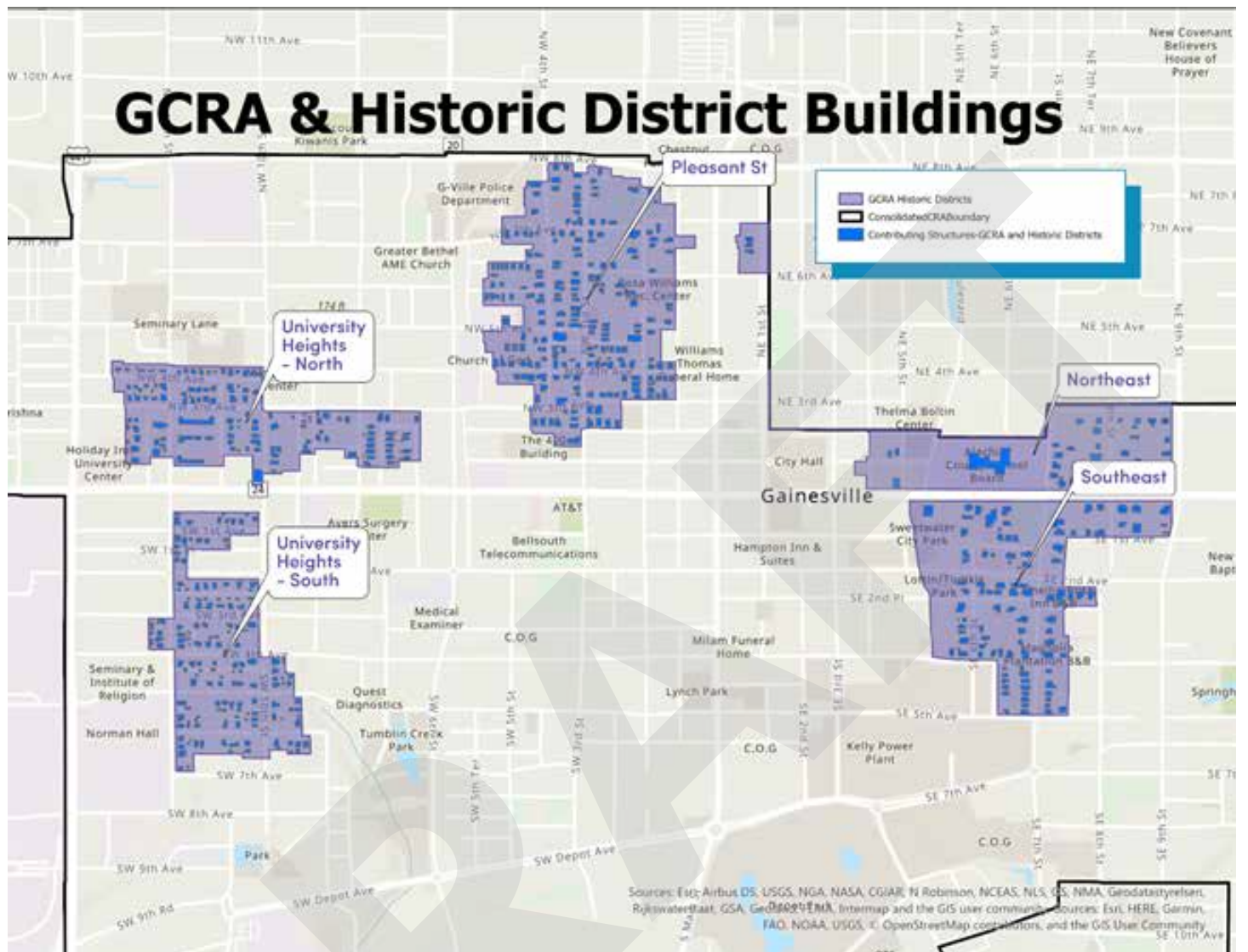
Applications will be accepted and awarded during a posted period. Dates will be available on the GCRA website or by calling the GCRA office at (352) 393-8200.

Section 3. Eligibility

To be eligible the following requirements must be met:

- Property must be a single-family residential home.
- Property must have homestead exemption OR proposed to qualify for homestead exemption within one year after the rehabilitation is complete and the associated easement is executed. Rental properties are not permitted for assistance under the program.
- House is listed as a contributing structure to a Gainesville Historic District (See map on page 2: “GCRA & Historic District Buildings”).
- Property is located within the Gainesville Community Reinvestment Area (GCRA).
- Property has a minor or major housing code violation or is deemed “dangerous” (Article Two, Section 13 and Section 16 respectively) per the City of Gainesville Code of Ordinances.
- Work must performed in accordance with the City of Gainesville’s “Historic Preservation, Rehabilitation & Design Guidelines.”

Section 3. Eligibility (Continued)



Section 4. Conditions

To participate in the Program the recipient must agree to the following conditions:

- Applicants must attend an application workshop or schedule an appointment with GCRA staff prior to submitting the application.
- If applicant is not the property owner, the applicant must provide written evidence that the property owner authorizes this work to be undertaken on the property.
- Recipient must complete the project within one year of application acceptance. Recipient may request an extension through writing to be approved by the GCRA Director.
- Recipient must receive any required permits and "Certificate of Appropriateness" for work to be performed.
- City permits costs are eligible to claim for reimbursement.
- Construction must be done by a licensed contractor.
- Changes to façade of building will not remove, alter, damage, or cover up significant architectural features of the building which are original or which reflect a major alteration or addition that has historic architectural value in its own right or which help create a unified and attractive appearance to the building.
- Repairs covered by insurance are not eligible for funding from the Program.
- All property taxes must be current.
- All construction contracts will be between applicant and their contractor.

After grant reimbursement a five (5) year easement will be placed on the property. Within five (5) years of grant completion, the following conditions must be met:

- No significant changes may be made that will alter or affect the improvements made through the program.
- Maintain the property and improvements.
- Grant recipient does not alter, modify, or remove improvements made without first securing approval from the GCRA. The GCRA may permit such alterations, modifications, or removal of the improvements when it determines that granting permission would not undermine the goals, objectives and policies of the GCRA.

Section 5. Disbursement Policy

Grant funds will be reimbursed upon a "Finding of Project Completion" by the GCRA Director. This will be granted when:

- Requests for reimbursement of project costs must be submitted. This will be viewed as a single, completed package. Costs not included in the approved project scope of work and estimates will not be considered for reimbursement. Changes to the application work must be approved by the GCRA Director or City Commission based on the dollar amount to be considered.
- Required documentation for reimbursement of project costs may include:
- Copies of cancelled checks, certified checks, money orders, or credit/debit card statement of project costs.
- Detailed invoices along with paid receipts must be submitted and received and approved by the GCRA Project Manager.

Project costs reimbursements will be made upon total completion of the project, presentation of documented project costs and a final inspection of the project by the City to ensure the work was performed in a professional manner and in accordance with the specifications of the grant approval.

The approved project complies with the City Code and all applicable permits have been obtained for the project.

SECTION A: APPLICANT INFORMATION

PLEASE NOTE: Application must be complete and approved prior to beginning project construction. Any construction started before the application and approval process is completed will not be eligible for a grant under this program.

Applicant Name: _____

Applicant Mailing Address: _____
Street City State Zip Code

Telephone: _____ E-Mail: _____

Project Building Address: _____
Street City State Zip Code

SECTION B: PROJECT INFORMATION

Describe the existing condition of the property including the code violations and/or safety issues the project proposes to fix. Include photographs of these conditions as attachments to the application.

SECTION B: PROJECT INFORMATION (continued)

Describe the project and scope of work to be performed. Include any sketch plans or other documents detailing the specifications and scope of work as attachments to the application.

What is the total amount of grant assistance you are requesting? _____

Attach to the Application an estimated total cost of proposed improvements. Attach three estimates from licensed contractors per project task. If multiple contractors are utilized; Applicants should submit three estimates for each discipline. If Applicant is using a General Contractor, they must provide three estimates for the prime contractor.

Return completed application to:

In Person

Gainesville Community Reinvestment Area
ATTN: Historic Home Stabilization Grant Program
2153 SE Hawthorne Road, Suite 223
Gainesville, FL 32641

By Mail

Gainesville Community Reinvestment Area
ATTN: Historic Home Stabilization Grant Program
PO Box 490, Station 48
Gainesville, FL 32627