



**City of Clearwater
Community Redevelopment Agency
Food and Drink Business
Tenant Grant Form for Restaurants**

Thank you for your interest in Downtown Clearwater and the Food and Drink Tenant Grant Program for Restaurants. To start the process please complete this form by **December 15, 2018**. Please email the completed form to anne.fogarty-france@myclearwater.com. City staff will review this form and follow-up with you within 10 business days to discuss your eligibility for the grant program.

For the purposes of this grant program, the CRA distinguishes between full service restaurants and bars. *Full service restaurants* operate a kitchen that serves hot and cold food that is prepared within the same site as the customers being served. *Bars* serve alcoholic drinks and do not have a kitchen or have limited cooking equipment. *Bars* serve pre-prepared food or food that is prepared in a different location from where customers are served.

The CRA will provide a grant to reimburse *restaurants* for eligible improvements made to the building for 35% of their costs, up to a maximum grant of \$100,000. The grant will be structured as a five-year loan to grant programs. Please see the program description for full details.

CONTACT INFORMATION

Applicant Name _____

Phone Number _____

Email Address _____

Business Name and Address _____

1. Grant Eligibility Checklist. You must meet all the qualifications listed below to qualify for this grant program.
 - a. Is your business located within the Clearwater CRA area? Yes No
 - b. Did your business receive a Certificate of Occupancy between January 1, 2018 – October 31, 2018? Yes No

OR
 - Did your business pull a building permit after November 1, 2017 and is actively under construction? Yes No
 - c. Will the business be open for a minimum of Wednesday through Saturday from 5:00 pm to 10:00 pm? Yes No

- d. What is the total amount of grant funding you are requesting from the CRA?
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2. For restaurants that are currently in operation, please attach a document with the following information:

- a. Briefly describe your business including operating hours, a description of the space and the types of food/drink you provide.
- b. List all of the building improvements that were constructed to open your business and their costs.
- c. Provide receipts and paid invoices for the items listed in Question 2., b. Eligible improvements must have been completed prior to issuance of the Certificate of Occupancy. *NOTE: The CRA can only provide reimbursement for eligible improvements that have already been paid for by the applicant.*
- d. Provide a copy of the Certificate of Occupancy for the business.

3. For restaurants that are actively under construction and will open no later than July 1, 2019:

- a. Briefly describe your business including operating hours, a description of the space and the types of food/drink you will provide.
- b. List all of the building improvements that you plan to construct to open your business and their costs.
- c. Provide a copy of your building permit.
- d. Provide an estimated opening date for your restaurant.

Thank you! To review the Food and Drink Tenant Grant Program description, please visit www.downtownclearwater.com.

Please Note: Florida has a very broad Public Records Law. Most written communications to or from City Officials and employees regarding City business are public records available to the public and media upon request. Your written communications, including your email address, may therefore be subject to public disclosure, unless otherwise exempt by the Public Records Law.

For staff use only

1. Date Form Received:
2. Date of Staff Review:
3. The form is

Complete

Incomplete

Comments:

4. Date Applicant was notified of a decision:
5. CRA Staff signature: _____