



**WEST  
PERRINE** **C** **R** **A**  
COMMUNITY REDEVELOPMENT AGENCY

**WEST PERRINE SPECIAL  
PROJECTS GRANT**

June 2024

**I. WEST PERRINE COMMUNITY REDEVELOPMENT AGENCY BACKGROUND**

The Miami-Dade County Board of County Commissioners created the West Perrine Community Redevelopment Agency ("Agency" or "CRA") in 2005, pursuant to Florida State Law. The boundaries of the Agency include US-1 on the east and southeast, SW 168 Street on the north and the Homestead Extension of the Florida's Turnpike on the west and southwest ("CRA boundaries").

**II. SPECIAL PROJECTS GRANT PURPOSE AND INTENT**

The **SPECIAL PROJECTS GRANT** ("SPG") was designed to incentivize neighborhood or community groups to make aesthetic improvements to West Perrine neighborhoods located within the West Perrine Community Redevelopment Area on publicly owned property or right of way when properly permitted.

The purpose of the program is to encourage the elimination of slum and blight from the West Perrine Community Redevelopment Area neighborhoods while empowering neighborhood groups to take pride in and ownership of their community.

1. Engaging neighborhood residents and community organizations to create more sustainable, safer, and beautiful neighborhoods in the West Perrine Community Redevelopment Area.
2. Enhancing the aesthetics, character, quality, and vitality of the redevelopment areas, by providing programs that provide for aesthetic improvements to and landscaping of public lands and rights of way in the West Perrine Community Redevelopment Area.
3. Promoting public, private, and community partnerships.
4. Creating value for the citizens by improving the West Perrine Community Redevelopment Area by:
  - a. Promoting a resident and neighborhood friendly atmosphere.
  - b. Promoting economic development and neighborhood revitalization.
  - c. Creating a more inviting and visually appealing atmosphere.
  - d. Instilling a greater sense of place and civic identity.
  - e. Increasing the functionality of existing public spaces; and
  - f. Leveraging CRA and neighborhood resources towards improving the appearance of neighborhoods and public areas and streets in West Perrine.

It is the intent of the CRA to provide programs to qualified community groups located in the West Perrine Community Redevelopment Area for eligible neighborhood projects that contribute positively to the physical and aesthetic well-being of the area. It is not the intent of the CRA to engage in any rehabilitation activity of privately owned property or any activity that requires vacating property or displacing any residents from property. Moreover, it is not the intent of this program to assist in the development of new private construction projects. Rather, it is to rehabilitate and enhance existing publicly owned areas exhibiting deterioration and decline.

**III. GRANT AVAILABILITY**

Eligible special neighborhood group projects may receive grant awards of up to fifty-thousand dollars (\$50,000) per project. It is important the applicant understand the West Perrine CRA will not pay up front to initiate, carry out, or complete any proposed project. The program grant, upon approval, will be disbursed in two draws. Draw amounts will be based on the nature and size of the project. The West Perrine CRA Board may in its sole discretion waive these requirements.

**IV. ELIGIBILITY REQUIREMENTS**

The following groups located within the CRA district are eligible to apply for funding:

- Community/Neighborhood Organizations
- West Perrine business owners

**V. PROJECT IMPLEMENTATION**

Projects are to be coordinated, managed, and implemented by the Applicant with close interaction with Agency staff and the appropriate County departments. The Applicant must apply for and obtain all required County or other governmental permits and approvals associated with a proposed project. Evidence of issuance of such permits and approvals will be required as a condition to any grant approval (if applicable).

**VI. SPECIAL FOCUS AREAS**

The CRA may, at its sole discretion, and at any time during the fiscal year, designate one or more Special Focus Area(s) on an annual basis to target funding assistance. A Special Focus Area may be constituted by one or more eligible areas that warrant a

higher level of funding assistance due to special circumstances, uniqueness, local importance, or other reasons deemed a priority by the CRA to further community redevelopment goals and objectives.

## **VII. ELIGIBLE PROJECTS**

Special Neighborhood Group Projects must be located within the boundaries of the West Perrine Community Redevelopment Area, benefit the neighborhood and community, demonstrate the involvement of the community, and be visible and accessible to the public. All project proposals must evidence that members of the affected community or neighborhood were and are involved in the identification, planning, and execution of the project. An eligible project must benefit the community or neighborhood as a whole. Projects that are associated with or primarily benefitting a private person or development are ineligible. Projects must be physical improvements of a permanent nature that will fulfill a public purpose by improving the physical appearance of the community, providing a safer environment, or enhancing the identity for the area. It is the responsibility of the Applicant to apply for and receive any necessary permits/approvals from the County, or other agency if required, prior to commencement of any project. Program funds may be used to pay for the cost of City permits for eligible projects (reimbursement). All projects must be approved by the CRA Board.

### **Examples of Special Projects may include, but are not limited to:**

1. Community/neighborhood identification signs (i.e. Welcome to West Perrine) or directional signs for official neighborhoods recognized by the County and consistent with and subject to the County's sign code, which prohibits private signs on public right of way and other County property.
2. Approved trees and/or landscaping in medians or other common areas (must be low maintenance) - PERMITS REQUIRED
3. Entryway or corridor enhancements/embellishments to promote beautification (i.e. holiday lights).
4. Community gardens - Soil must be tested. If tested and contaminants identified, food will have to be grown in raised gardens, beds, or containers. Depending on the contaminants, Applicant may be asked to locate a more suitable site. All community garden proposals must include a site management plan, maintenance plan and detailed budget.
5. Public Art projects - Applicant must coordinate with the County's Cultural Arts and Affairs Department.
6. Certain Park and playground improvements
7. Public Safety improvements using Crime Prevention Through Environmental Design (CPTED) techniques (must be authorized and approved by Miami Dade Police and CRA).
8. Historical or landmark restoration or other permanent celebration of neighborhood history.
9. Bicycle racks, shade areas, benches, or other pedestrian amenities.
10. Utility box wraps
11. Or other creative improvements or projects may be submitted for consideration but must demonstrate that the grant will be used for a purpose in the public interest and supports the implementation of the Community Redevelopment plan and is not in conflict with local or State statutes and is permissible by the County and other agencies.

### **The following are ineligible for assistance:**

1. Salaries
2. Existing debts
3. Operating Expenses
4. Projects located on private property.
5. Projects outside of the CRA boundaries.

## **VIII. REVIEW AND APPROVAL PROCESS**

1. Applicant must submit completed application to include all attachments and requested data.
2. An appointment may be scheduled once the application is reviewed and deemed complete.
3. Applicants must submit, as a part of the application, any design plans of the proposed project and the exact location of the project, to include:
  - a. Project maintenance plan

- b. Project budget (including any volunteer time and donated services/materials)
  - c. Project management plan (approved by the CRA)
  - d. Approvals for any right of way projects from the County, FDOT or State if required.
  - e. Photos of existing project site.
4. The CRA will require proposed projects to be voted on and approved by the association or organization making the application (documentation and confirmation of vote approval required).
  5. Prior to project approval, the applicant must obtain written approval from all private property owners adjacent to or within 250 feet of the proposed project site (as identified in the Miami Dade Property Appraiser) for projects of a permanent nature. Applicant must use CRA approved form that will identify the date and time of the board meeting where project will be considered for approval.
  6. Incomplete applications will not be considered submitted until all required documentation has been submitted to the CRA. Submittal of an application does not guarantee a grant award.
  7. Applicant must show proof of appropriate licensure or provide quotes/estimates from licensed contractors/design professionals for eligible improvements and submit all licenses, quotes and/or estimates as part of the grant application. Any construction/design contracts will be between the applicant and the contractor/design professional.
  8. The CRA board may approve, approve with conditions, or deny the application.

**IX. DISBURSEMENT POLICY AND PROCEDURE**

Grant funds will be disbursed, after approval by the CRA Board and upon receiving a "Project Completion Award Letter" by the CRA. A "Project Completion Award Letter" will be granted once the below criteria is met:

1. Requests for disbursement of project costs will be viewed as a single, completed package. Costs not included in the approved project plan will not be considered for disbursement.
2. Required documentation for disbursement of project costs must include:
  - a. Itemized list project costs
  - b. Permits or plans as may be required by Miami Dade County
  - c. Name, address and telephone number for any design professionals.
  - d. Clear before and after photos of the project.
  - e. Copies of any permits and approvals obtained from the County **\*\*ALL PROJECTS WILL BE UNDERGO PERMIT VERIFICATION. WORK PERFORMED WITHOUT PERMITS THAT REQUIRED PERMITS WILL NOT BE ELIGIBLE FOR GRANT FUNDING. \*\***

**X. GRANT EXPIRATION**

Applicants must receive a "Project Completion Award Letter" within 180 days from the date of approval. After the 180 days, the grant will expire. An extension for the grant funds may be granted by the CRA for good cause. It is the responsibility of the applicant to request an extension of the grant approval in writing before the expiration date.

**XI. ALTERATIONS AND MAINTENANCE**

Grant recipients agree not to alter, modify or remove the improvements made without first securing the written permission from the CRA. The CRA may permit such alterations, modifications, or removal of the improvements when it determines that granting permission would not undermine the goals, objectives, or policies of the CRA. The improvements will be maintained in accordance with County policies, codes and any other applicable requirements.

**XII. DISCLAIMERS**

- A.** The CRA reserves the right, in its sole and absolute discretion, to reject any and all grant applications, postpone or cancel the grant, or waive any irregularities in applications submitted for grant funding.
- B.** The CRA reserves the right to request and evaluate additional information from any applicant after the submission deadline as the CRA deems necessary.
- C.** Areas not covered in detail in this policy which arise during the application or implementation will be handled as the situation may dictate so as not to impede orderly progress. If an issue has the potential for reoccurrence, it shall be resolved, and then included as an addendum to this policy.
- D.** The CRA Board shall have the final determination related to interpretations of this policy and these guidelines.
- E.** The CRA reserves the right to rescind/withdraw any award if it suspects any irregularities or improprieties on the part of an applicant or Grantee, if awarded.
- F.** All work performed pursuant to the program shall be in compliance with the provisions of all applicable federal, state and local laws, orders, statutes, ordinances, rules and regulations.
- G.** CRA Board and its designee reserve the right to revise, amend or eliminate the program as deemed necessary at their sole discretion.

**Applicant:**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

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**West Perrine Community Redevelopment Agency Map**

