



2010-2011 CAPITAL OUTLAY GRANT PROGRAM TARGETING THE MEDIA ENTERTAINMENT AND SUPPORT INDUSTRIES

It is the intent of the Omni Redevelopment District (“Omni”) and the Southeast Overtown/Park West (“SEOPW”) Community Redevelopment Agencies (collectively, the “CRA”) of the City of Miami, created pursuant to Chapter 163, Part III, Florida Statutes, to provide financial assistance to qualified owners and leaseholders of commercial properties located within the boundaries of the Omni and SEOPW Redevelopment Areas (collectively, the “Redevelopment Area”) for eligible building or site improvements that contribute to the physical, economic, social, and aesthetic enhancement of Miami’s target economic development areas.

In a continuing effort to attract filmmakers and film-support industries to the Redevelopment Area, the CRA initiated the Capital Outlay Grant Program (“Film Grant”) targeting the primary and ancillary businesses that support the Film and Media Entertainment industry. The Film Grant furthers the CRA’s mission of establishing a thriving film district within the Redevelopment Area, and advances the CRA’s redevelopment goals of increasing the number of employment opportunities for residents of the Redevelopment Area; assisting existing local businesses; and improving the physical environment of the Redevelopment Area. The Grant will cover a portion of the total cost of an approved project and is subject to funds availability.

ELIGIBILITY

Applications for the Film Grant will be accepted from entities (“Applicants”) seeking to establish or expand their business operations within the boundaries of the Redevelopment Area (see boundary maps) and that conduct business in one or more of the following industries:

- Media entertainment (studios, film, broadcasting, advertising, photography, equipment rentals, film distribution, video production, etc);
- Live entertainment (performance art, cinemas, theater.);
- Electronic entertainment (video game developers, animators, lighting and electronics, special effects, technical training schools);
- Hospitality (hotel, specialized event space, catering, etc);
- Transportation (limousine service operators, specialized auto rental agencies, etc); and
- Services (seamstress, modeling/talent agencies, scouting offices, touring companies, costume shops) Performing art school.

Proceeds from the Grant shall be used solely for eligible expenses in connection with the capital improvements at the site of the new or existing business (“Property” or “Project”). Applicants must have the appropriate and active local business tax receipt(s) for the Property and be in compliance with city codes at all times during and at completion of the Project. Property must be current on tax bills and without City liens at time of application, approval, project completion, and as a condition of final payment by the CRA.



Eligible Expenses

- New construction (not including the cost of professional fees).
- Water and sewer impact fees.
- Electrical and plumbing work.
- ADA improvements
- Façade alteration and repair (structural and non-structural). Work performed on exterior of a building including cleaning masonry, painting, window or door replacement, other repairs or rebuilding historic storefronts.
- Interior build-out of a building. (not including the cost of professional fees).
- New signage/detached monument signs or restoration of historic signage. This includes removal of old and the design, production and installation of new signs.
- Compatible painting and exterior renovation.
- Awning, canopies, and shutters. This includes removal of old and the design, production and installation of new awning, canopies, or shutters. Hurricane shutters are excluded.
- Doors and windows.
- Siding, masonry or stucco facing when it is compatible with the architecture of the building.
- Lighting which is used to enhance the building's appearance or safety.

All improvements must be in compliance with any and all applicable codes, design standards, and all other restrictions of the City, County, State and Federal Governments. Grantee shall ensure that all required permits and approvals are obtained (Building, Zoning, and all other such authorizations) for all improvements contemplated under the scope of work.

APPLICATION PROCESS

Applicant shall submit a completed grant application and include the following information:

- Corporate resolution designating a Corporate Representative who will communicate with the CRA on behalf of the Applicant;
- Letter from the Property Owner certifying that there are no city liens on the Property.
- Copies of the approved permit(s) and permitted plans for the Project;
- Three bona fide bids from appropriately licensed bidders for the work to be completed at the Project. If circumstances dictate that three bids are not reasonably attainable, the staff may recommend and the CRA Executive Director may waive this requirement.
- If Applicant is a leaseholder of the Property, a copy of the commercial lease agreement reflecting a minimum three (3) year lease with a renewal option for a minimum two (2) years;
- Copy of the commercial general/umbrella liability policies for the Project;
- Project Scope of Work and Construction Schedule;
- Detailed Project Budget and minimum of three quotes for all goods and services to be purchased with grant proceeds;
- Number of full-time jobs, including the job description and salary information, created within the 60-days prior to the submission of the application or to be created at the Project.
- Financial Statements for the Applicant (Balance Sheet, Income Statement, Statement of Cash Flows; and



- 3 Year Pro forma financial statements.

Applicants shall submit two (2) **unbound** copies of their Grant application to the address below. All materials should be submitted on standard letter sized (8 ½ in x 11 in) paper. Faxed or email submissions will not be accepted:

**Community Redevelopment Agency of the City of Miami
ATTN: CRA Program Administrator
49 NW 5th Street, Suite 100
Miami, Florida 33128**

Application deadline: Friday, July 29, 2011.



APPROVAL PROCESS

Applications will be reviewed on a first-come, first-serve basis, until funds allocated for the 2010-2011 program cycle has been exhausted. Priority will be given to Applicants based on the following (in descending order):

- Qualifications of the Applicant.
- Number of permanent entry-level full-time jobs to be created at the Project.
- Average hourly wage of jobs created and employment benefits package.
- Marketing and Recruiting Plan prioritizing the hiring of residents from the Redevelopment Area.
- Project timeline: **Note: Improvements at the Property must be completed within 180 days of award of a Grant**, unless a written extension is granted by the CRA; and
- The capital investment by Applicant into the Project.

The CRA Executive Director shall recommend funding of qualified Applicants based on the following tiered system.

Tier 1 Not to exceed \$24,999 Applicant shall create at least one (1) permanent full-time¹ entry level position at the Project

Tier 2 \$25,000 or greater Applicant shall create at least fifteen (15) permanent full-time entry level positions at the Project.

CRA funding is awarded as a grant. The successful Applicant (“Grantee”) shall execute a Grant Agreement (“Agreement”) with the CRA prior to the disbursement of funds. Proceeds from the grant shall be used to reimburse the Applicant for eligible expenses associated with site and building improvements at the Property. Payment shall be disbursed on a reimbursement basis to the Applicant upon presentation of the payment request package and satisfactory documentation detailing the goods and service procured evidenced by photographs, and proof of payment in the form of a cancelled check or credit card receipt. **The CRA will not reimburse Grantee for items purchased with cash.** The CRA will not reimburse or pay for expenses incurred prior to 45 days of the date of an executed Agreement. The CRA will not reimburse or pay for invoices submitted more than 90 days after the termination of the Agreement.

The CRA Board’s approval must be secured prior to disbursement of grant proceeds.

Failure to complete the Project in a timely manner may result in the Applicant losing the grant funding opportunity. The CRA Executive Director may consider time extensions.

¹ Two part-time positions is equivalent to one full-time position.



Funding Disbursement: Final Payment Regulations

The Film Grant is designed as a final payment grant. Grantees must have all work completed and submit to the CRA copies of the Certificate of Completion or Certificate of Occupancy for review and approval prior to the disbursement of the grant proceeds. The CRA will provide final payment to the Grantee upon submittal of a completed Payment Request Package, and completion of a final Project inspection by a CRA representative. The Payment Request Package shall be summarized in a report and accompanied by proper documentation, which shall consist of:

- Project accounting, including invoices, receipts (cancelled check or credit card receipt- NO CASH) or other acceptable evidence of payment due from suppliers and licensed contractor(s) that commit to a “release of lien” upon final payment signed by each.
- Copies of bids (minimum of three) obtained for the Project.

Local Government Distressed Area Matching Grant Program (Option)

Pursuant to *Section 288.0659, Florida Statutes*, the State of Florida’s Office of Tourism, Trade and Economic Development, have issued the Local Government Distressed Area Matching (“LGDAM”) Grant Program to provide financial assistance to those businesses that are new to the State, expanding its operations, or in need of financial assistance from the local and State governments so as to remain within the State. The purpose of the LGDAM Grant Program is to stimulate investment in the State’s economy by assisting local governments in attracting and retaining targeted businesses. The LGDAM Grant Program is based upon the assistance given to a business by the local government. The payment will be equivalent to the financial and in-kind assistance provided to the business by the local government up to 50% of the business’ funding request or \$50,000, whichever is less.

Funding priority is provided to those businesses that are located or intend to locate within certain targeted areas² within the State of Florida and that have created at least 15 full-time jobs (at the targeted area business site) with higher than average wages, and has received Qualified Business Assistance³ from the local government for job retention/job creation activities. The Redevelopment Area qualifies as a target area.

With matching funds from the LGDAM Grant Program, Applicants participating in the CRA’s 2010 Film Initiative can obtain funding in excess of \$50,000 for building and site improvements for their new or expanded business. The CRA shall review all applications for eligibility under the LGDAM Grant Program. For those applications selected for the LGDAM Grant Program, the CRA shall have prepared an application for submittal to the State of Florida on behalf of the business.

² Areas around the State of Florida where exists a greater degree of poverty, unemployment and general distress as defined in section 290.0058, Florida Statutes.

³ “Qualified Business Assistance” refers to economic incentives provided by a local government for the purpose of attracting or retaining a specific business. This includes but is not limited to suspensions, waivers, reductions of impact or permit fees, direct incentive payments, or expenditures for construction/renovation improvements to specific business.



NOTICE

The CRA reserves the right to accept any application deemed to be in the best interest of the CRA, to waive any minor irregularities, omissions, and/or technicalities in any Responses, or to reject any or all Responses and to re-advertise for new Responses.

Inquiries related to the Film Grant Program should be directed to the Program Administrator at cra@miamigov.com.



BUILDING
A Better
Community

Omni

Neighborhood

The Omni Motion Picture, Media, and Entertainment Districts



Adrienne Arsht Performing Arts Center

The Omni redevelopment area is located just north of downtown Miami's Central Business District and fifteen minutes away from Miami Beach. It is home to several entertainment districts and a burgeoning film district. The Omni area encompasses massive buildings, historic Churches, old Miami styled homes, a historic railroad,



the Biscayne Bay, and other backdrops suitable for productions like commercials, industry productions, music videos and films

The Fire Station No. 2 Motion Picture and Media District

The Fire Station No. 2 Motion Picture and Media District retains an old style Cuban ambience. Iconic buildings such as Fire Station No. 2 and the Bank Building are routinely used as backdrops for commercial photography shoots including projects for Ralph Lauren and Bruce Webber. Big Time Productions, Inc., the primary production company in the District, owns and operates the Ice Palace and Vera studios and provides complete pre-production, shoot and post-production assistance as well as equipment rental, props, lighting, crew, and location scouting. Production credits include such feature films as Out of Time, Miami Vice, Bad Boys II, The Fast and Furious, and Bravo's reality show, "Top Chef". **Ice Palace Film Studios** includes 65,000 s.f. of convertible space consisting of five stages. **Vera Studios** includes 7,000 s.f. of edgy studio space. The district maintains 70,000 s.f. of convenient parking accommodations owned and operated by Big Time Productions. For more information visit www.Big-Time.com or contact the production office at 305.672.5117.



Fire Station No. 2

The CRA is committed to working with those operating in the Digital Media, Film and Entertainment Industry. Miami offers a diverse and trained pool of talent and technical support professionals and the City boasts some of the most scenic backdrops for film shoots. The CRA continues its collaboration with industry leaders to identify incentives that will attract production and affiliated companies to the community redevelopment areas.



For more information on CRA initiatives and to find out how the CRA can assist in your next film project, please contact our offices at 305.679.6800 or visit us online at www.miamigov.com/CRA/ABFF.htm.



BUILDING
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Overtown and Park West

Neighborhoods

Historic Overtown

Overtown is one of **Miami's** oldest residential and commercial neighborhoods. A settlement for African Americans settled, Overtown began in the 1890s, during segregation, when Henry Flagler required a place for his Black workers to live while building his railroad throughout the state of Florida. Overtown developed into a vibrant community and became the center for entertainment, retail stores and hotels. In the 1960s, desegregation, urban renewal, and construction of expressways significantly changed the character of the neighborhood. Today,



Gibson Park



Dorsey House

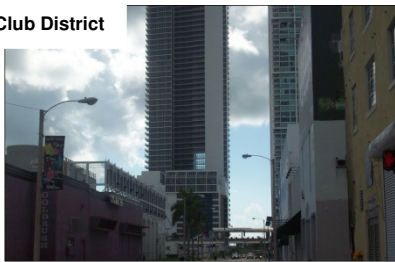
Today, Overtown is home to several historic churches and buildings, and retains a vibrant cultural history. Notable landmarks include the Lyric Theater (the first theater built in Miami), the Dorsey House, (home to Miami's first black millionaire, D.A. Dorsey) and the Old Black Police Precinct (home of the only black courthouse and police station in Miami). Overtown is undergoing a new resurgence through the redevelopment initiatives of the CRA. With its mixture of old and new, Overtown provides a unique backdrop for film and media projects.

Overtown provides a unique backdrop for film and media projects.

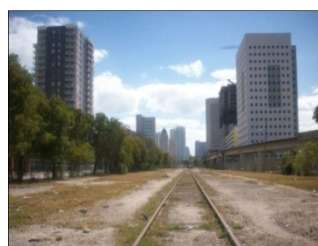
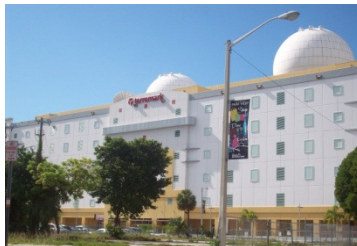


Park West Entertainment District

Club District



East of the railroad tracks lies the **Park West** Redevelopment Area, home to the 24 hour "Club" Entertainment District. Park West maintains a commercial character associated with its downtown location and its historic economic connection to the former Port of Miami site. Prior to 1964, the area was primarily a warehouse and wholesale district for the Port. Today, the area serves as the ideal setting for music video shoots and commercial advertising projects.



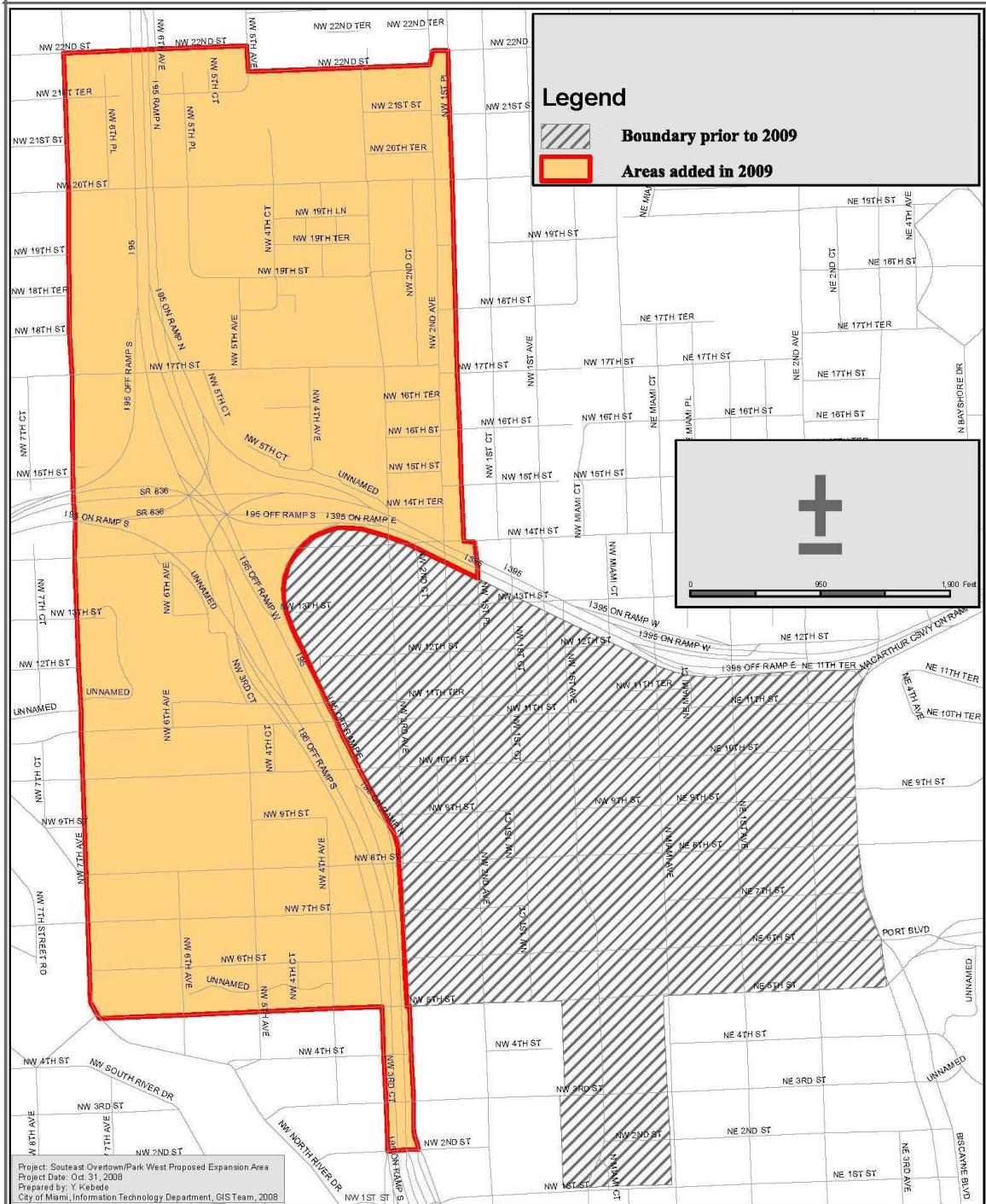
LET's Discuss Your **Film Projects Today!**

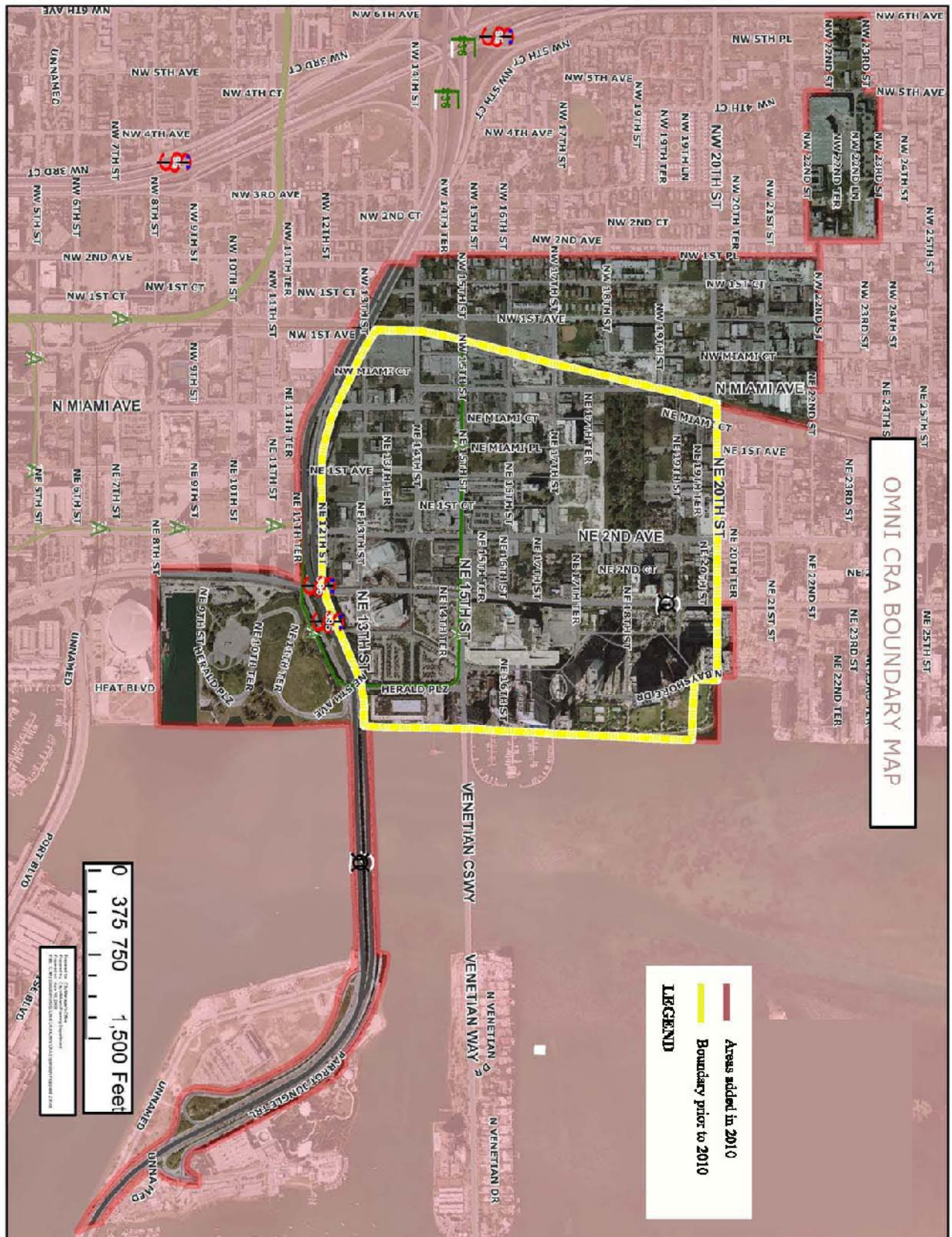
Call us at (305) 679-6800

Visit www.miamicra.com



SOUTHEAST OVERTOWN/PARK WEST BOUNDARY MAP







GRANT APPLICATION

A. Applicant Information:

Name of Entity _____ Fictitious Name (if applicable) _____

Contact Name _____ Title _____

() _____ () _____ () _____
Work Telephone Alternate Telephone Facsimile Email Address

Physical Address _____ Mailing Address _____

City, State ZIP Code _____ City, State ZIP Code _____

FEIN Number _____ Applicant Type (Corporation, Partnership, etc) _____

B. Funding Request:

Requested Grant Amount: \$ _____ Total Project Cost: \$ _____

Project Address: _____

City of Miami Building Permit# _____ Scheduled Completion Date: _____

General description of proposed improvement:

- | | |
|--|--|
| <input type="checkbox"/> Façade | <input type="checkbox"/> Siding |
| <input type="checkbox"/> Walls/Fencing | <input type="checkbox"/> ADA improvements |
| <input type="checkbox"/> Interior build-out | <input type="checkbox"/> Windows/Doors |
| <input type="checkbox"/> Awnings/Canopies/Shutters | <input type="checkbox"/> Outdoor Lighting |
| <input type="checkbox"/> Painting | <input type="checkbox"/> Exterior Commercial Signage |
| <input type="checkbox"/> Detached monument signs | <input type="checkbox"/> Electrical/Plumbing |
| <input type="checkbox"/> WASD impact fees | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Other: _____ | |



C. Checklist: *Attach the following information.*

	1. Corporate resolution designating a Corporate Representative who will communicate with the CRA on behalf of the Applicant.
	2. If Applicant is a leaseholder of the Property, a copy of the commercial lease agreement reflecting a minimum three (3) year lease with a minimum renewal option of two (2) years
	3. Copy of the commercial general/umbrella liability policies for the Project
	4. Three bona fide bids from appropriately licensed bidders for the work to be completed at the Project.
	5. Copies of the approved permit(s) and permitted plans for the Project
	6. Project Scope of Work and Construction Schedule
	7. Detailed Project Budget and minimum of three quotes for all goods and services to be purchased with grant proceeds.
	8. Number of permanent full-time entry-level jobs (including the job description and salary information) to be created at the Project
	9. Marketing and Recruiting Plan
	10. Audited Financial Statements, Three (3) Year Pro Forma, two months bank statement.

Supplemental Information: *Should the Applicant answer yes to any of the following questions, provide details under separate cover and submit it with this application.*

	1. Is the Applicant wholly or partially owned by any other business entity? (If yes, provide the name of the business entity, and the names and titles of all Principals.
	2. Is the Applicant an endorser, guarantor or co-maker for obligations not listed on the financial statements?
	3. Is the Applicant or any of its subsidiaries currently in litigation with the CRA, City of Miami, Miami-Dade County, the State of Florida, or with any other entity or persons?
	4. Is the Applicant, or any of its subsidiaries, or related persons, in default of any agreement with the CRA, the City of Miami, Miami-Dade County, or the State of Florida
	5. Does the Applicant, or any of its subsidiaries or related persons have any outstanding ad valorem taxes or government liens on any properties located within the City of Miami?
	6. Has the Applicant, or any of its subsidiaries or related persons ever been disbarred from doing business with the City of Miami, Miami-Dade County, or the State of Florida?
	7. In the past five (5) years, have the Applicant, its subsidiaries or related persons (for example, tenant(s) of the Applicant) received loans, grants, or subsidies from the CRA or any other public organizations or governmental entities?
	8. Are there any actions, suits, or proceedings pending, or threatened against or affecting the Applicant or any of its subsidiaries or related persons, or the project for which CRA Grant funds are sought, at law or in equity, or before or by any governmental authority?



D. Representations of Applicant: *The Applicant agrees to:*

Initial

1. I will comply with all federal, state and local rules and regulations with respect to the use of the grant funds.
2. I will cooperate fully with the CRA in implementing the terms and conditions of any subsequent agreement, if awarded.
3. I will provide the CRA with periodic status reports, as may be required from time to time.
4. I will promptly accommodate any CRA request for information with respect to the grant.
5. I have reviewed the conflict of interest laws (see <http://www.miamigov.com/cra/Programs/grantsupplementals.htm>) of the City of Miami (Code of the City of Miami, Chapter 2, Article V) and of Miami-Dade County (Code of Miami-Dade County, Florida, Section 2-11.1) and:
 - a. Agree to fully comply in all respects with the terms of said laws and any future amendments.
 - b. I declare that no person or entity under my employ, presently exercising functions or responsibilities in connection with this grant, including the grant application, has personal financial interests, direct or indirect, with the City of Miami or the Community Redevelopment Agencies.
 - c. I declare that, in the performance of this grant, including this application, no person or entity having such conflicting interest was or will be utilized in respect to this grant. Any conflict of interest(s) on my part, my employees or associated parties with respect to this grant application will be disclosed in writing to the CRA.
6. I am duly authorized to submit this application and any amendments thereto.
7. I understand that the representations herein are a material inducement for the CRA's issuance of this grant.
8. I am duly authorized to submit this application and any amendments thereto.
9. Under penalties of perjury, I declare that I have read the foregoing application, and its attachments, and that the facts stated in it are true.

By signing, I certify that the information contained herein is true, complete and accurate to the best of my knowledge. Should any of the representations made herein change, I hereby acknowledge my obligation to immediately notify the CRA and update those representations.

Authorized Corporate Representative/Applicant (Signature) _____ (Print Name) Date: _____