

Landscape Improvement Grant

The Landscape Improvement Grant program (LIG) is a redevelopment initiative funded and administered by the Bayshore Gateway Triangle Community Redevelopment Agency (CRA) as partial reimbursement for specific improvements to residential landscapes within the Redevelopment Area.

Overview of the Program

The CRA encourages everyone within the Redevelopment Area to landscape their premises with Florida-friendly techniques as defined by *A Guide to Florida-Friendly Landscaping* published by Florida Yards & Neighborhoods (FYN). Additionally, the CRA promotes using plants recommended for the area in *Waterwise: South Florida Landscapes* by the South Florida Water Management District (SWFMD). To this end, the LIG program is intended to be a redevelopment tool which will beautify the area with landscaping strategies that are ecologically sound for the area.

Residential properties, for which property taxes are paid to the current year, located within the CRA boundaries may be eligible to receive LIG funding for approved projects. The LIG program funds shall be used only for the purchase of materials and landscaping services directly related to vegetative landscaping. The program requires applicants to contribute a minimum of 50 percent of total project costs. The maximum dollar award under this program is \$2,500. No funds may be used to pay for automatic irrigation systems, services of landscape architects, fountains, statues, fences, pavers or other ancillary expenses (some of these expenses might be covered through the Site Improvement Grant). Projects must be completed within a year from the date of approval.

In order for a project to qualify, some portion of the landscape must be visible to the public, either from the public right-of-way or some other highly visible location. Through a partnership between the CRA and Collier County Extension Services, a Master Gardener will be available to (1) assist applicants in planning the landscapes, (2) review applications to ensure compliance with good landscaping practices, and (3) review completed projects. Furthermore, grantees are invited to call on the Master Gardener at any time during the process for project assistance. Grantees generally receive LIG funds in about 45 days after CRA staff and a Master Gardener from Collier County Extension Services have reviewed the required paperwork and conducted a site visit to verify grantee eligibility.

Applicant Eligibility

Owners and tenants of single-family, duplex, triplex, quadruplex and mobile home residential properties may apply for LIG funding for landscaping improvements. Applicants may submit only one application per County Property Appraiser folio number

per year. No parcel may receive LIG funding more than once for the lifetime of the program.

Bids for Work

Applicants performing CRA-approved work themselves are required to provide two competitive, written cost estimates for all plants/trees, fertilizers, necessary tools, and mulch. The name and contact information for the vendors consulted for the estimates must be included. Names of all plants and trees to be included in the landscape and costs for removal of all exotic plants and trees must be included in the estimate.

Applicants who will use landscape services to assist with landscaping must obtain a minimum of two official bids for comparable work. Grant funds will be determined by the sum of lowest bidding landscape servicers and/or price estimates for plants.

Ineligible expenses for LIG funding:

- Services by landscape architects;
- “Hardscape” features such as pavers, fountains, fences, etc.;
- Purchase and/or installation of automatic irrigation systems;
- Purchase or planting of invasive vegetation listed by the Florida Exotic Pest Plant Council’s current List of Invasive Plant Species;
- Property acquisition;
- Refinancing of debt;
- “Sweat equity;” and
- Improvements commenced prior to executing agreement with CRA.

Please note: LIG funds will not be released to any applicant whose property is landscaped with vegetation on the Florida Exotic Pest Plant Council’s current List of Invasive Plant Species.

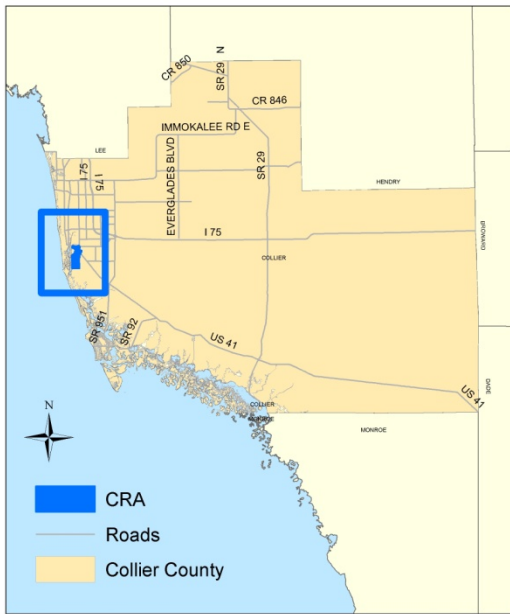
Required Documentation for Reimbursement

Grant funds are disbursed after CRA staff verify the landscaping improvements have been completed according to the stipulations of the LIG program. CRA staff generally will consult with the Master Gardener from Collier County Extension Services when making determinations for funding. To receive reimbursement, grantees must prove that payment for work was paid **DIRECTLY** to **VENDORS** or **PROFESSIONAL GARDENING SERVICE PROVIDERS** by personal check or credit card in the name of the grantee. Under no circumstances will undocumented expenses be reimbursed. Grantees must provide receipts or invoices with the payment amount clearly indicated. No reimbursement will be disbursed for work paid for with cash or to unidentified payees.

Appendix A: CRA Map

Map: Location of Bayshore Gateway Triangle CRA

Location of CRA within Collier County



CRA Close-Up



Bayshore Gateway Triangle CRA | Landscape Improvement Grant Application

LIG Application (Detach and submit to CRA office.)			
Grantee Name			
Grantee Address			
Site Address			
Daytime Phone		Alternate Phone	
E-Mail Address		Do you own or lease the property?	
Project Information (attach additional sheets if necessary)			
Describe the location for the landscaping (e.g. front yard, along a canal).			
Do you want to remove any existing landscaping? Explain.			
Do you have automatic irrigation currently?	Yes No	If yes, describe the condition of the system.	
List your goals with your landscaping (e.g. beautification, attract butterflies, etc.). Include all landscaping improvements you would like to perform.			

REQUIRED ATTACHMENTS FROM APPLICANT:

- 1) **One estimate each from TWO contractors/vendors for each project.** These contractors **MUST** be listed in the online database <http://apps2.colliergov.net/webapps/vision/ConCert/default.aspx>

CRA STAFF:

- 1) **Attach two color photos of each project to be performed.**
- 2) **Attach Property Appraiser ID.**
- 3) **Attach proof of payment of property taxes.**

1) **Estimated cost of improvements:** \$ _____

2) **Maximum grant award:** \$ _____

CRA Staff Signature: _____ **Date:** _____

LIG Applicant Agreement to Sound Landscaping Principles

The Bayshore Gateway Triangle has partnered with Collier County Extension Services and Naples Botanical Garden to assist with managing the Landscape Improvement Grant (LIG). All LIG recipients are required to adhere to the guidelines as presented in *Waterwise: South Florida Landscapes* published by the South Florida Water Management District and *A Guide to Florida-Friendly Landscaping* published by Florida Yards & Neighborhoods.

All grantees are required to consult with a Master Gardener from Collier County Extension Services by calling (239) 353-4244. With the Master Gardener, grantees will assess conditions for landscaping and develop a plan for maintenance. The Master Gardener will make a minimum of two site visits: during the first visit, the Master Gardener will analyze site conditions to assist grantee in planning improvements; the second visit occurs after improvements are complete and Master Gardener ensures that improvements are consistent with those landscaping principles intended for use by the LIG program.

Note: the LIG prohibits invasive pest plants. All existing invasive pest plants MUST be removed in order to qualify for funding (grant funds cover this expense; matching requirements must be met and associated expenses are included in the funding maximum of \$2,500). During the grant period, grantees are encouraged to call the CRA and LIG partners for consultation.

By signing below, the applicant verifies having read and understood the above terms and agrees to meet all requirements of the LIG program.

Grantee Signature

Date

Lessor / Owner Authorization for Improvements

I, _____, owner of the property located at _____
_____, understand that _____, who has a valid
lease for the above listed property, has applied for a Landscape Improvement Grant. I authorize said
tenant to complete the improvements listed in the Landscape Improvement Grant application and to
request reimbursement funds from the Collier County Community Redevelopment Agency.

Signature of Owner_____
Date_____
Signature of Owner
(if jointly owned)_____
Date

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this
____ day of _____, 20____, by _____.

Such person(s) Notary
Public must check applicable box:

- are personally known to me.
 produced her current driver license.
 produced _____ as identification.

(Notary Seal)_____
Notary Public

Printed Name of Notary: _____

Commission Number: _____

My Commission Expires: _____

Applicant Commitment of Resources

I / we, _____, owner(s) / tenant(s) of the property located at _____, have the funding and all other capability necessary to begin the landscaping improvements listed above and have the ability to complete all improvements within one year of the approval of the improvement grant by the Collier County Community Redevelopment Agency. I/we agree to maintain the landscape in such a manner that is consistent with the principles explained in *Waterwise: South Florida Landscapes* and *A Guide to Florida-Friendly Landscaping*. I / we further affirm that payment for all work on approved improvements will come from accounts in my / our name(s) or the name(s) of entities registered in the State of Florida which I / we have incorporated or otherwise registered with the state (verification is required). Payment for improvements by from persons or entities not a party to this Grant Application is grounds for disqualification.

 Signature of Tenant (if leased)

 Date

 Signature of Tenant (if leased)
 (if jointly leased)

 Date

 Signature of Owner

 Date

 Signature of Owner
 (if jointly owned)

 Date

Grantee Project Summary & Evaluation (attach additional sheets as necessary)

Project Summary

List all plants and trees planted in the project.

List all vendors providing materials or services for this project with contact information.

Vendor / Service Provider	Phone Number or Address or Website

List special techniques or practices used for this project (e.g. organic worm castings for fertilizer, xeriscaping, etc.)? Please explain.

Grantee Signature

Date

Grantee Signature

Date

CRA Staff: Master Gardener Report and color photos of completed project from site visit must be attached to this report.

Payment Request Form

On _____, the Collier County Community Redevelopment Agency approved funding in the amount of \$_____ to cover a portion of the costs listed below through the Landscape Improvement Grant program:

Improvement	Cost
Total	

I hereby confirm that all items listed above have been completed as per the Landscape Improvement Grant application submitted to the CRA and authorized by the CRA. Therefore, I am requesting the approved funding in the total amount of \$_____ as approved by the CRA.

 Grantee Signature

 Date

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this ____ day of _____, 20____, by _____. Such person(s) Notary Public must check applicable box:

- are personally known to me.
- produced her current driver license.
- produced _____ as identification.

(Notary Seal)

 Notary Public

Printed Name of Notary: _____

Commission Number: _____

My Commission Expires: _____