



Exhibit A

SARASOTA COUNTY FLORIDA

COMMUNITY REINVESTMENT PROGRAM

PROGRAM APPLICATION GUIDE

GUIDELINES FOR COMMUNITY REINVESTMENT PROGRAM APPLICANTS

GENERAL INFORMATION

On May 9, 2006, the Board of County Commissioners (the "Board") adopted Ordinance No. 2006-027, codified as Article VIII, Chapter 38 of the Sarasota County Code (the "Code") and Resolution No. 2006-109, which created the Community Reinvestment Program (the "Program") and the Program's Application Guide, respectively. On September 21, 2015, the Board adopted Ordinance No. 2015-064 which amended some elements of the Program. The Program provides a reasonable, quantifiable and prudent funding mechanism for public entity redevelopment activities within Sarasota County.

The Program provides opportunities for County investment in specific projects of a governmental entity that are in furtherance of the public interest and are consistent with that entity's redevelopment program, master plan or adopted policy. The County's method of investment in a proposed project is at the discretion of the Board, determined on a project-specific basis. Generally, investment will be either pay-for-performance or reimbursement. An upfront lump-sum payment will be considered only if there are irrevocable financial commitments to the Project from other funding sources. This *PROGRAM APPLICATION GUIDE* is designed to assist applicants through the Program application process.

PROCEDURES FOR APPLYING FOR THE COMMUNITY REINVESTMENT PROGRAM

Any governmental entity requesting funding from the Program (the "Applicant") must first submit two (2) original applications with appropriate attachments to:

Sarasota County's Office of Business and Economic Development (OBED)
Attention: Director
1660 Ringling Boulevard, Suite 285
Sarasota, Florida, 34236

Upon receipt of the application, Sarasota County staff shall review, and within ten (10) days of receipt shall, notify the Applicant of any deficiencies.

Complete applications shall be presented to the Board at a regularly scheduled Commission meeting. Applicant will be notified of the date and time of the meeting. The Board shall consider only projects that are part of a municipal or County redevelopment program, master plan or policy adopted by the governmental entity in furtherance of the public interest. The following projects are eligible for the Program consideration:

- 1) Acquisition of real property
- 2) Design, engineering, site preparation and construction of public improvements, including but not limited to, roads, streetscaping, water and wastewater systems, and other public amenities or facilities, which are necessary to the success of the project
- 3) Renovation, redesign, alteration or expansion of existing public facilities or public improvements

The Board shall consider investing in eligible projects that preserve and strengthen existing communities, based upon the extent to which the project meets the following criteria:

- 1) Applicant has completed relevant project feasibility studies, plans, surveys and financial analyses
- 2) Promotes one or more of the following sustainable growth goals:
 - a. Commitment to local procurement and local hiring
 - b. Capital investment in areas experiencing underinvestment
 - c. Sustainable transportation strategies
 - d. Land use - walk score
 - e. Minimize environmental impacts
 - f. Sustainable water strategies
 - g. Sustainable building strategies
 - h. Balance jobs with housing
- 3) Provides an economic stimulus to the community
- 4) Leverages funding from other public and private sources

BOARD CONSIDERATION

Upon receipt of the complete Program Application, OBED staff shall verify the amount of Program funding available for the current fiscal year and schedule the Application for consideration by the Board as a Discussion item at the next available County Commission meeting. The terms and conditions of the funding, the method of investment, the schedule of reports and other relevant terms shall be set forth in an Interlocal Agreement with the municipal applicant or by Board Resolution if applicant is the County. The investment amount for each project shall be based on the amount of available funds, estimated project value, the eligibility criteria and any other factors determined by the Board to be in the public interest.

APPLICATION QUESTIONS FOR COMMUNITY REINVESTMENT PROGRAM
Article VIII of Chapter 38 of the Sarasota County Code of Ordinances (the "Code")

NOTICE: Application is to be filed with the Office of Business and Economic Development, 1660 Ringling Boulevard, Suite 285, Sarasota, FL 34236

GENERAL INFORMATION

SECTION 1 - APPLICANT

Name of Applicant:

Current Mailing Address:

Phone:

Fax:

SECTION 2 - PROPERTY OWNER

Full Legal Name:

Phone:

Fax:

Email Address:

SECTION 3 - CONTACT PERSON

Name:

Title:

Phone:

Fax:

Email Address:

SECTION 4 - PROPERTY LOCATION

Legal description of property (please attach):

Property Parcel Identification Number(s):

Street address of this property:

ELIGIBILITY

SECTION 5 - PROJECT DESCRIPTION

Brief Description of Project:

Describe how Project fits within a municipal or County redevelopment program, master plan or policy adopted by the governmental entity in furtherance of public interest (Attach documentation of the existing municipal or County redevelopment program, i.e. ordinance/resolution establishing the program and/or documentation of master plan.):

Public Benefit - Describe how the proposed Project is a benefit to the general public. Address access and/or use by the public, how it adds value to the surrounding community, enhances the safety or quality of life for citizens, or otherwise improves the general health and welfare of citizens:

Type of Project:

- ☐ Acquisition of real property (**NOTE:** Applicants shall provide an appraisal of the property prepared by a Member of the Appraisal Institute, or other nationally recognized appraisal organization. If the property is valued at \$500,000 or more, there shall be two such appraisals.)
- ☐ Design, engineering, site preparation and construction of public improvements, including, but not limited to roads, streetscaping, water and wastewater systems, and other public amenities or facilities, which are necessary to the success of the Project
- ☐ Renovation, redesign, alteration or expansion of existing public facilities or public improvement

Describe public improvements to be funded:

Indicate the type of County funding requested:

Pay-for-Performance:

Reimbursement:

Upfront Lump-Sum Payment*:

**Only considered if there are irrevocable financial commitments from other sources*

CRITERIA

Please complete the following section(s) to describe the extent to which the Project achieves the criteria outlined.

SECTION 6 - EVALUATION STUDIES

Have you completed the relevant Project feasibility studies, plans, surveys and financial analyses?

Yes:

No:

Please attach all relevant documents.

(Minimum contents of a market study, if applicable, are provided as an attachment)

SECTION 7 - COMMITMENT TO LOCAL PROCUREMENT AND LOCAL HIRING

Please demonstrate how this Project is in accordance with the applicant's stated policies and procedures regarding local procurement and/or local hiring:

List any products or services that are critical to your Project that are not available locally or regionally:

SECTION 8 - CAPITAL INVESTMENT

Is the area of the proposed Project experiencing underinvestment? (Specify Applicant's investment and investment from additional funding sources)

☐ Yes ☐ No

If yes, explain (If possible, provide economic data to support):

SECTION 9 - TRANSPORTATION

How does this Project contribute to reducing the impact on local transportation infrastructure and mobile source emissions?

Does the Project have the ability to impact any of the following transportation strategies (Check all that apply):

- ☐ Complete Streets
- ☐ Bicycle and Pedestrian infrastructure (bike lanes, buffered bike lanes, non-road bike/ped trails, sidewalks, etc)
- ☐ Bicycle amenities (including bike racks, showers, lockers, etc)
- ☐ Ridesharing and/or carpool programs (include preferred parking for carpools, services to match drivers and riders, etc)
- ☐ Guaranteed ride services for emergencies for those using van/ car pools or bicycles
- ☐ Vanpools
- ☐ Transit passes for employees (free or reduced cost)
- ☐ Information kiosk or portal on commute alternatives (schedules, maps, etc)
- ☐ Flex-time work schedules with employees to reduce congestion at peak times
- ☐ Tele-work opportunities for employees
- ☐ Active transportation options are included in health care program incentives/ rebates
- ☐ Dedicated parking spaces for low emissions vehicles
- ☐ Charging stations for electric vehicles
- ☐ Use of alternative fuel vehicles in business fleet

SECTION 10 - LAND USE

What is the "walk score" of your Project, as calculated on www.walkscore.com?

- ☐ <49
- ☐ 50-69
- ☐ 70-89
- ☐ 90 or more

How will the Project and its location impact transportation demand?

Will the Project contribute to the walkability and bike-ability of the community?

SECTION 11 - ENVIRONMENTAL CONSIDERATIONS

Describe how the Project minimizes the environmental impact beyond what is required through regulatory and land planning requirements.

How will the Project optimize onsite environmental assets to increase ecosystem services and wildlife habitat? Examples may include, but are not limited to, enhancing the site with native landscaping, habitat or wetland restoration projects, improving water quality, onsite recreational trails or wildlife corridors, etc.

How will the Project avoid or minimize impacts to adjacent environmental assets? Examples may include, but are not limited to, creating wildlife corridors that build off existing environmental features in the area, linking with adjacent recreational trails, strategies to minimize light and noise pollution, creating buffers, and ensuring compatibility of the land use with adjacent uses through planning strategies (e.g. gradual stepping down of intensities).

SECTION 12 - WATER

Does the Project have the ability to impact any of the following strategies to reduce the impact of local water supplies and water quality? (Check all that apply)

- ☐ Bioswales
- ☐ Rain gardens
- ☐ Green roof(s) with cistern
- ☐ Rainwater harvesting
- ☐ Vegetative buffer system
- ☐ Tree wells
- ☐ Porous concrete parking lot and sidewalks

- ☐ Landscaping designed to include no turf grass or lawn
- ☐ Other low impact development strategies
- ☐ Indoor water efficiency measures
- ☐ Outdoor water efficiency measures

SECTION 13 - BUILDING

If your Project involves the construction of a building, please indicate if building(s) is certified as green:

US Green Building Council LEED:

- ☐ Certified
- ☐ Silver
- ☐ Gold
- ☐ Platinum

Florida Green Building Coalition:

- ☐ Bronze
- ☐ Silver
- ☐ Gold
- ☐ Platinum

Florida Water Star:

- ☐ Certified
- ☐ Other Certification System:

Is the building ENERGY STAR certified (or will it be within 6 months of receipt of incentive)?

- ☐ Yes ☐ No

Does/will the building use any of the following energy technologies? (Check all that apply)

- ☐ Solar Photovoltaic
- ☐ Solar Thermal
- ☐ Combined Heat and Power / Cogeneration
- ☐ Ground Source Geothermal Heating and Cooling
- ☐ Biogas
- ☐ Fuel cells

If yes, what percent of total demand is generated or offset by these technologies?

SECTION 14 - JOBS/HOUSING

Please indicate how this Project will balance jobs with proximity to affordable housing:

SECTION 15 - ECONOMIC STIMULUS

Please indicate how this Project will provide an economic stimulus to the County:

Please provide the estimated Project cost and Project completion date. Indicate if Project is to be completed in phases and, if so, describe phases and estimated completion date for each phase:

SECTION 16 - ADDITIONAL INFORMATION

Please include any additional information that demonstrates how the Project will promote redevelopment within the County / City:

CERTIFICATION AND ACKNOWLEDGMENT:

The undersigned certifies to the accuracy of the statements contained in this document and that he/she has authority to execute this Application on behalf of the governmental entity. The undersigned acknowledges that the determination made by the Board of County Commissioners with respect to the Community Reinvestment Program funding is dependent upon the information contained herein and that any change to the information herein subsequent to the Board's determination to allocate Community Reinvestment Program funding and prior to execution of the Interlocal Agreement or adoption of the Board Resolution voids that determination and an amended request will have to be submitted for consideration. Any change in the information subsequent to execution of the Interlocal Agreement or Board Resolution may result in reimbursement to the County.

Applicant:

By: _____

Title: _____

Date: _____

STATE OF FLORIDA

COUNTY OF SARASOTA

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by
who is personally known to me or who has produced Florida Drivers License No. _____ as identification.

NOTARY PUBLIC, STATE OF FLORIDA

Print, Type or Stamp Name of Notary Public

My Commission Expires