



2017 TAMPA DOWNTOWN SPECIAL SERVICE DISTRICT (SSD) GRANT Public Space Activation Grant Program

Purpose: The purpose of the Tampa Downtown Public Space Activation Grant Program is to create unique, publicly accessible activations in the public realm. The proposed projects must enhance the downtown experience via the arts and/or social good.

Activation: *the act of enhancing the public realm through sensory experiences (ie: art, color, sound, food, play)*

I. Award Information:

This grant program is administered on a **reimbursement basis**. The funds will be provided to the organization upon presentation of receipts to the Tampa Downtown Partnership. The maximum amount an activation project can receive, based on review and approval by a subcommittee appointed by the Special Services District (SSD) Advisory Committee, is a maximum of \$2,500.00 (for applicable expenses). Funds from this program can be used for the proposed project expenses only. Applicants should be prepared, if requested, to make a presentation to the subcommittee. Awards are considered on a “first-come, first-serve” basis. Approval can take up to 30-60 days from date of submission.

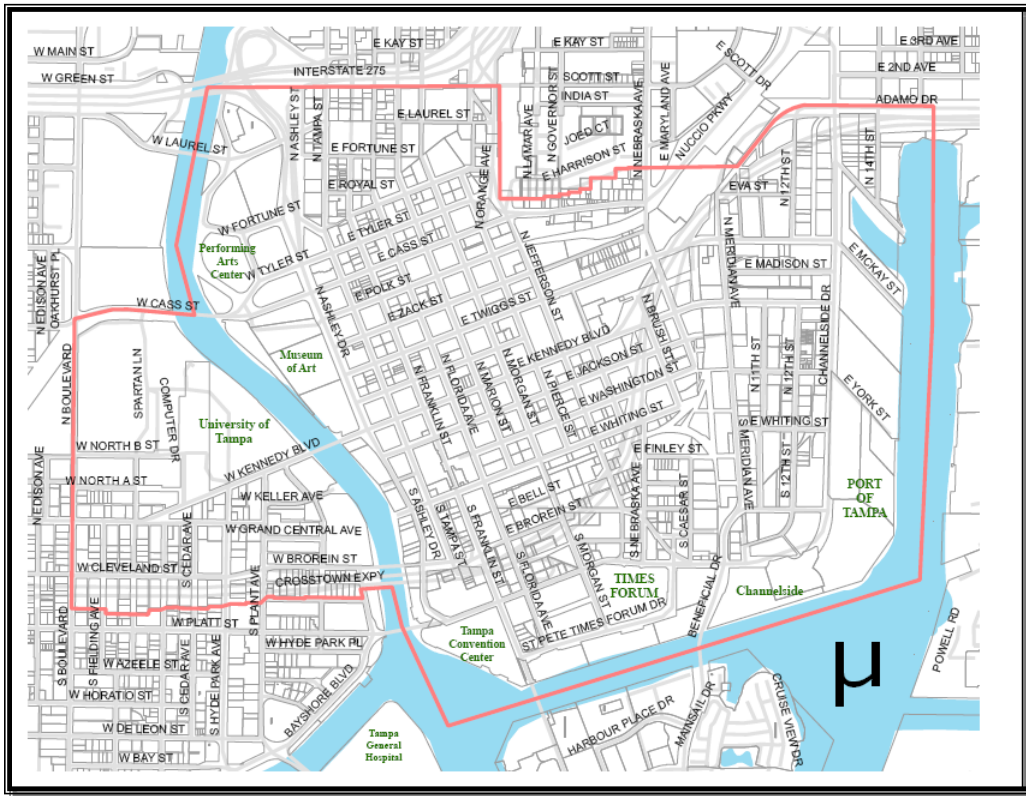
II. What Can the Grant Funds Be Used For:

The project must be publicly accessible activations in the public realm or ground level, publicly accessible space. The grant may be used for design, labor, materials, and/or permitting fees related to projects that meet one or all of the following criteria:

- ✓ Relation to the arts
- ✓ Originality/Creativity
- ✓ Mission/purpose
- ✓ Relation to Downtown Tampa
- ✓ Accessibility
- ✓ Playfulness
- ✓ Environmental Impact

III. Eligibility:

A. Applicant location must take place within the Special Services District (see map)



- B. Businesses and/or organizations may apply if the proposed project is publicly accessible and free to attend.
- C. Organizations and/or property owners may apply. Organizations that are not the property owner for the project and are installing semi-permanent/permanent projects must include written approval from property owner.
- D. Project must comply with all municipal and state codes and regulations; permitting must be secured prior to grant reimbursement.
- E. Project application must be approved between October 1, 2016 and September 30, 2017 and copies of fully paid receipts must be submitted to the Partnership within six months after application approval.
- F. All paid receipts must be submitted to qualify for the reimbursement.
- G. The Tampa Downtown Partnership must be credited as a project sponsor upon award of grant. Logo may be obtained by aanderson@tampasdowntown.com or by calling (813) 221-3686.

IV. **Restrictions:**

1. If using public property, a city permit must be on file prior to grant reimbursement. Please include a copy of the permit with the grant application, if it has already been processed by the City of Tampa.
2. Grant funds cannot be used for purchase of food or beverages.
3. Grant funds cannot be used as paid salary for staffing.
4. Applicant is eligible for full grant cap funding (\$2,500) once per grant period.
5. Contractors associated with project applicants may be subject to review for total grant cap funding received.

V. **Instructions for Completing Application:**

Grant is administered as a reimbursement upon completion of project and receipt of paid invoices; project completion and receipt submittal must be accomplished within a six month deadline from time of grant approval.

1. Application must be legible and completed in full on the official application, not on a separate form (unless additional space for completion is necessary). An online PDF copy of the application is available. Visit the Tampa Downtown Partnership's website, www.tampasdowntown.com and click on "The Partnership" and then "Services/Programs" to download the application.
2. Supporting documentation to include renderings and price quotes, and detail of full cost of project.

Applicants are encouraged to submit their applications as early as possible, as the approval process is based on a first-come, first-served basis. Grant application must be submitted before September 30, 2017.

DELIVER APPLICATION TO:

**Tampa Downtown Partnership
400 N. Ashley Drive, Suite 2125
Tampa, FL 33602**

Or email to:

Ashly Anderson at aanderson@tampasdowntown.com

Questions:

**Phone: 813-221-3686
www.tampasdowntown.com**



2017 Activation Grant Application

INSTRUCTIONS

This application must be written legibly and completed in full on the official application. Please complete each section of the application. Read each question carefully and respond in the space provided. Inquiries for the Tampa Downtown Partnership Storefront and Sidewalk Cafe Grant Application should be directed to Ashly Anderson at (813) 221-3686 or via email at aanderson@tampasdowntown.com

Today's Date: _____

Project Name: _____

Project Location / Address: _____

Funds Requested (Max Request is up to \$2,500.00): _____

Expected Project Start Date: _____ **Expected Project Completion Date:** _____

Organization / Business Name: _____

Organization / Business Name: _____

Phone number: _____ **Email address:** _____

Mailing Address: _____

Is the applicant the property owner* ? Yes _____ No _____

** Property owner signature is only needed for semi-permanent/permanent installations. If the answer is no, your application will also need to be signed by the property owner.*

PROJECT INFORMATION:

Type of Project: Public Art _____ Live performance/ theatre ____ Activation: Other ____

A. Describe project (attach renderings or photos, if needed).

B. Describe the expected impact on the public / downtown experience.

C. Proposed Expenditures. List specifically how TDP grant funds will be used. It is important to list all possible items the grant may be used for. Expenditures not identified in the application process and at the time of approval cannot be added at a later date. Allowed expenditures include materials, labor, and permitting costs.

Proposed Expenditures

| DESCRIPTION OF EXPENDITURES | ALLOCATED EXPENSES | | |
|-----------------------------|--------------------|----------------|-----------|
| | TDP Grant Expenses | Other Expenses | Total |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Budget: | \$ | \$ | \$ |

CERTIFICATION

I hereby certify that the information included in this application is correct.

Applicant Name: _____
(print)

(sign*)

Organization / Business Name: _____
(print)

Title: _____
(print)

Date: _____

If the applicant is not the property owner, the property owner acknowledges and approves of the project as described within this application by signing below:

Property Owner Name: _____
(print)

(sign*)

Title: _____
(print)

Date: _____

****By signing above, I understand and acknowledge that this application is potentially subject to Florida's public records laws. Therefore, I recognize that this application and any documents presented to the Tampa Downtown Partnership regarding this application for grant funding purposes may be supplied upon request to any parties that request copies.***