



TAMPA DOWNTOWN PARTNERSHIP SPECIAL SERVICE DISTRICT (SSD) GRANT

FY26 Storefront and Sidewalk Cafe Grant Program

Program Overview:

The Storefront and Sidewalk Cafe Grant serves to create a more attractive pedestrian atmosphere and commercially vibrant environment through street-level storefront improvements and inviting sidewalk cafe settings. The program offers grants of up to \$10,000 administered on a reimbursement basis, allowing for up to \$5,000 grant funds to be reimbursed every two years.

- Grant up to \$7,500 - *non-matching*
- Grant above \$7,500 - *matching*

Project Eligibility and Scope:

Projects eligible for funding under this program include ground floor properties within the Special Services District (see map) that are seeking funding for the design, labor, materials, and/or permitting fees related to the improvement of their space. Such projects must comply with all municipal and state codes and regulations and may not exceed the grant cap of \$5,000 within a two-year period from the time of the previous award. The following types of projects qualify for the grant:

- Awnings
- Exterior lightning
- Fixtures for display windows (interior)
- Storefront facade art and repair work; painting, glazing, woodwork, etc.
- Sidewalk cafe furniture and/or umbrellas
- Sidewalk cafe landscaping
- Architectural signage
- Sidewalk cafe fencing/barriers
- Sidewalk cafe trash receptacles
- & More! (*subject to approval by the advisory committee*)

Application:

The Storefront and Sidewalk Cafe Grant application period **opens on February 16 and closes on April 16**. Interested parties are invited to submit **COMPLETE** project proposals detailing the concept, objectives, economic impact, timeline, any required permitting and budget. Applications **MUST**:

- Include two or more supporting documents to show intent of the project. Examples of such documents include but are not limited to, architectural drawings, project renderings, sketches, product cut-sheets, and project inspiration images.
- Include proof that Sidewalk Cafe or Right-Of-Way permit process has been initiated, if needed for project. City ROW permitting: [https:// www.tampa.gov/tss-transportation/programs-and-services/right-way-permits](https://www.tampa.gov/tss-transportation/programs-and-services/right-way-permits).
- Include before photos of the storefront space seeking improvements. (*See photo examples on page 2*)
- Must include a general year maintenance plan outlining repairs and ensuring maintained quality.
- Be submitted or signed by Property Manager.
- Be submitted and approved PRIOR to work commencing or being completed.
- Be submitted and approved PRIOR to the procurement of goods and services detailed.
- Be submitted before the grant period closes.
- Be legible and completed in full on the official application.

Selection Process:

A panel of experts from the Tampa Downtown Partnership's SSD Advisory Committee will evaluate the proposals based on their feasibility, impact, merit, and on a 'first-come, first-serve' basis. Preference is given to targeted business types including restaurants/cafes, soft good retail, grocery, food/floral market, performing arts venues/galleries, bars/pubs, and nightlife establishments. Approval can take up to 45 days from date of application closure.

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Storefront and Sidewalk Cafe Grant Program (cont.)

Submission Photo Examples:



Execution and Reimbursement:

This grant is administered on a reimbursement basis. 75% of grant funds will be awarded to the applicant AFTER submission of fully paid receipts are approved. The remaining 25% will be awarded after a completed Impact Report is received. All fully paid receipts and proof of payment MUST be submitted to the Partnership within the fiscal year (Oct. - following Sept.) that the application was approved in to qualify for reimbursement. Should the project not be completed within the fiscal year, the applicant may provide a status update for an extension. Extensions apply ONLY to permitting and construction issues related to the initial application and must be received no later than three months after the initial application approval.

Impact Report:

Upon completion of the grant project and submission for reimbursement, the Tampa Downtown Partnership will request an Impact Report from grant recipients. The completion of this report will allow the final 25% of the grant funds to be reimbursed to the recipient. The Impact Report will help us showcase how the grant is positively transforming the Downtown environment, highlighting measurable outcomes and long-term benefits. The report will be used to demonstrate the value of the grant in enhancing the vibrancy and overall experience of Tampa's Downtown for residents, businesses, and visitors.



Storefront and Sidewalk Cafe 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 Storefront and Sidewalk Cafe Grant should be directed to Ivy Lupco via email at ilupco@tampasdowntown.com.

Applicant Information

Today's Date: _____ Name of Organization/Individual: _____

Project Location: _____

of Employees: _____ Are you planning to hire more employees in the next year? If so, how many?: _____

Reimbursement Check Payable to: _____

Contact Person: _____

Phone: _____

Mailing Address: _____

Email: _____

Please check one or more of the below categories that best represent your business ownership:

Minority-Owned

If yes, please specify: African American/Black-Owned Indigenous Owned
Hispanic/Latino-Owned Asian-Pacific Islander - Owned

Women-Owned Veteran-Owned LGBTQIA-Owned None of the Above

Funds Requested: _____ Matching Non-Matching

Is the applicant the property owner? YES NO

If the answer is no, your application will also need to be signed by the property owner.

Project Details

Type of Project: Awnings Exterior Lighting Display Window Fixtures Façade Repair
Sidewalk Furnishings Landscaping Sidewalk Cafe Fencing/Barriers/Receptacles Signage Other

Project Concept

Project Objectives

Explain specific goals your project plans to achieve.



Certification

By submitting this application, we certify that the information included in this application is correct. We understand that the selection of projects will be made by the Tampa Downtown Partnership's SSD Advisory Committee and that their decision will be final.

Please follow the below submittal requirements :

- Submission of 2 or more supporting documents
- Submission of any required permits (including COT Right of Way)
- Application submitted prior to procurement of goods/materials
- Application submitted prior to work commencing
- Photos of storefront area requesting improvements

Applicant

Print Name: _____

Signature: _____

Title: _____

Business Name: _____

Date: _____

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

Property Owner

Print Name: _____

Signature: _____

Title: _____

Date: _____

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

Please submit your completed application by April 16th to Ivy Lupco at ilupco@tampasdowntown.com.