RESIDENTIAL DRIVEWAY GRANT GUIDELINES AND APPLICATION

TO BE CONSIDERED FOR THIS GRANT PROGRAM:

1. You must currently reside at the property
2. The property must be within the CRA limits
3. Property taxes must be current
4. Property must not have any outstanding code violations
5. You must meet Orange County's Income Guidelines for very low income
6. The property must have homestead tax status
7. All other requirements and criteria provided in the Grant Guidelines and Application must be met.

NOTE: Applications will be reviewed and approved on a first come first serve basis, and shall be based on criteria noted in Section D of the grant requirements attached to this application.

Property Owner(s)/Applicant(s) Name(s):	
Property Address:	Winter Park, FL 32789
Home Phone:	**Cell Phone:**
Email:	
Applicant Signature:	**Application Date:**

A. Purpose:

The intention of this grant program is to enhance the current housing within the CRA neighborhoods through installation of a new driveway or replacement and/or repair of existing driveways currently made of gravel, mulch, in a state of disrepair with new brushed concrete or other material as approved by CRA Staff.

B. Funding:

Base funding and Administration for this grant is provided by City of Winter Park's CRA. Funding shall be on a first come first serve basis, based on the criteria noted in Section D.

C. Approval:

The CRA will consider applications concerning funding and will determine compliance with the program goals. **NOTE: Only one driveway grant per property is allowed.**

D. Criteria:

1. Property owner and/or current Resident may apply for funding up to a maximum of $3,000.00
2. Applicant will be responsible for any costs in excess of $3,000.00
3. Property owner must be current on property taxes and have no outstanding code violations
4. The property must be located withing the CRA area and have homestead tax status

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____

5. Property owner must be willing to execute the Owner Certification included in this application and if approved, a Driveway Grant Agreement
6. The property must be sufficiently consistent with the purpose, intent, and aesthetic goals of this grant program as determined by the CRA in its sole discretion

E. Process:

1. Completed application along with all supporting documentation is submitted to the CRA Staff.
2. Applications will be reviewed and ranked by a 'Review Committee' comprised of two (2) members of City Staff and one (1) City approved contractor.
3. If approved:
   - Applicant must execute a Driveway Grant Agreement
   - Work will be scheduled by CRA Staff in conjunction with applicant.
   - Driveway approach inspection will be completed prior to driveway construction begins.
   - Driveway construction will commence and ***must*** conform to current use and meet all Code requirements.
   - Driveway inspection will be performed by City Inspector upon completion.

F. **Exceptions/Waivers:**
The CRA reserves the right to grant an exception and/or waive any requirement or criterium described herein where the CRA finds that such is warranted in the CRA's sole discretion based on the specific circumstances, and where granting such exception or waiver is consistent with the intent and purpose of this grant program

NOTE: Applicant(s) may not apply or participate in the Home Renovation Grant Program and the Driveway Grant Program within the same fiscal year.

Applicants are required to communicate and coordinate with the contractor regarding any preparation or clean-up that may be required/necessary to complete the grant.

Preparation and/or clean-up is at no cost to the CRA.

DISCLAIMER: THE DECISION WHETHER TO AWARD THE DRIVEWAY GRANT TO ANY APPLICANT IS A DISCRETIONARY DECISION OF THE CRA IN ITS SOLE DISCRETION. THE CRA MAY AT ANY TIME ESTABLISH OR CONSIDER ADDITIONAL CRITERIA AND/OR REQUIREMENTS NOT LISTED IN THIS APPLICATION AND RELATED DOCUMENTS IN REJECTING OR ACCEPTING AN APPLICATION. SUBMISSION, ACCEPTANCE, OR APPROVAL OF AN APPLICATION DOES NOT CREATE A RIGHT OF THE APPLICANT TO RECEIVE THE GRANT, OR ANY OTHER RIGHT. APPLICANT SHALL HAVE ONLY THOSE RIGHTS EXPRESSLY GRANTED TO THEM IN THE DRIVEWAY GRANT AGREEMENT, IF ONE IS EXECUTED

PLEASE RETURN COMPLETED APPLICATION AND SUPPORTING DOCUMENTS TO:

CITY OF WINTER PARK CRA
ATTN: RESIDENTIAL DRIVEWAY GRANT
401 S. PARK AVE., WINTER PARK, FL 32789

For additional information, please contact:
Anne Sallee, CRA/ED Coordinator
407-599-3225
asallee@cityofwinterpark.org

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____

RESIDENTIAL DRIVEWAY GRANT OWNER CERTIFICATION

Owner(s)/Applicant(s) Name: _____

Property Address: _____

I/We do hereby request the Community Redevelopment Agency Residential Driveway Grant Program to process the application for driveway installation/repair/improvements to above property.

I/We have read and agree to all terms, provisions, disclaimers, and other matters contained in the driveway grant application and other related documents.

I/We further authorize the Community Redevelopment Agency Residential Driveway Grant Program to make inquiries and verification of all assets, income, employment, mortgage, credit reports, title search and any other information necessary to determine the eligibility of the applicant.

I/We will hold harmless the Community Redevelopment Agency Residential Driveway Grant Program with respect to all claims and damages caused by inquiries necessary to determine the eligibility of the applicant(s).

It is understood that any information obtained shall be for the confidential use of the Community Redevelopment Agency Residential Driveway Grant Program.

It is further understood that the applicant(s) shall only incur or be obligated for any cost(s) in excess of the Grant maximum of $3,000.

I/We certify that I/we currently reside at the above property.

I/We further certify that I/we are unable to secure necessary funds from other sources upon comparable terms and conditions.

I/We understand that I/we must complete four (4) hours of community service prior to the start of driveway improvement.

I/We understand that I/we need to make all reasonable efforts to allow access to the property so work can be completed in a timely manner. In the event we cannot provide access, the Community Redevelopment Agency has the ability to cancel the application and revoke allocated funds.

_____	_____	_____
Signature of Applicant	Signature of Co-Applicant	Date
_____		_____
Witness		Date

Staff Use Only: Application Approved (Y / N) Date: _____ By: _____

Orange County, Florida
2025 Income Limits

Area Median (Family) Income $98,100

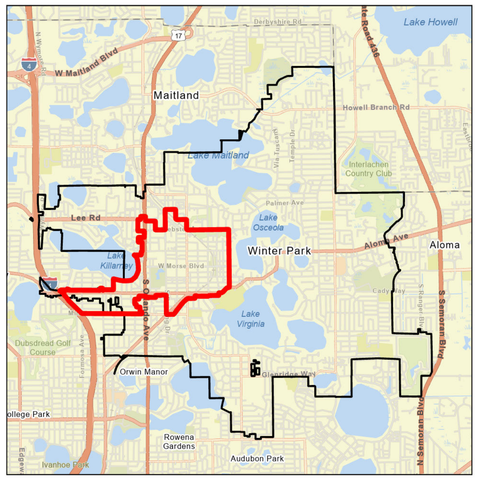
HOUSE-HOLD SIZE	INCOME CATEGORY			
	EXTREMELY LOW (30% OF MEDIAN)	VERY LOW (50% OF MEDIAN)	LOW (80% OF MEDIAN)	MODERATE (120% OF MEDIAN)
1	$22,150	$36,900	$59,050	$88,560
2	$25,300	$42,150	$67,450	$101,160
3	$28,450	$47,450	$75,900	$113,880
4	$32,150	$52,700	$84,300	$126,480
5	$37,650	$56,950	$91,050	$136,680
6	$43,150	$61,150	$97,800	$146,760
7	$48,650	$65,350	$104,550	$156,840
8	$54,150	$69,550	$111,300	$166,920

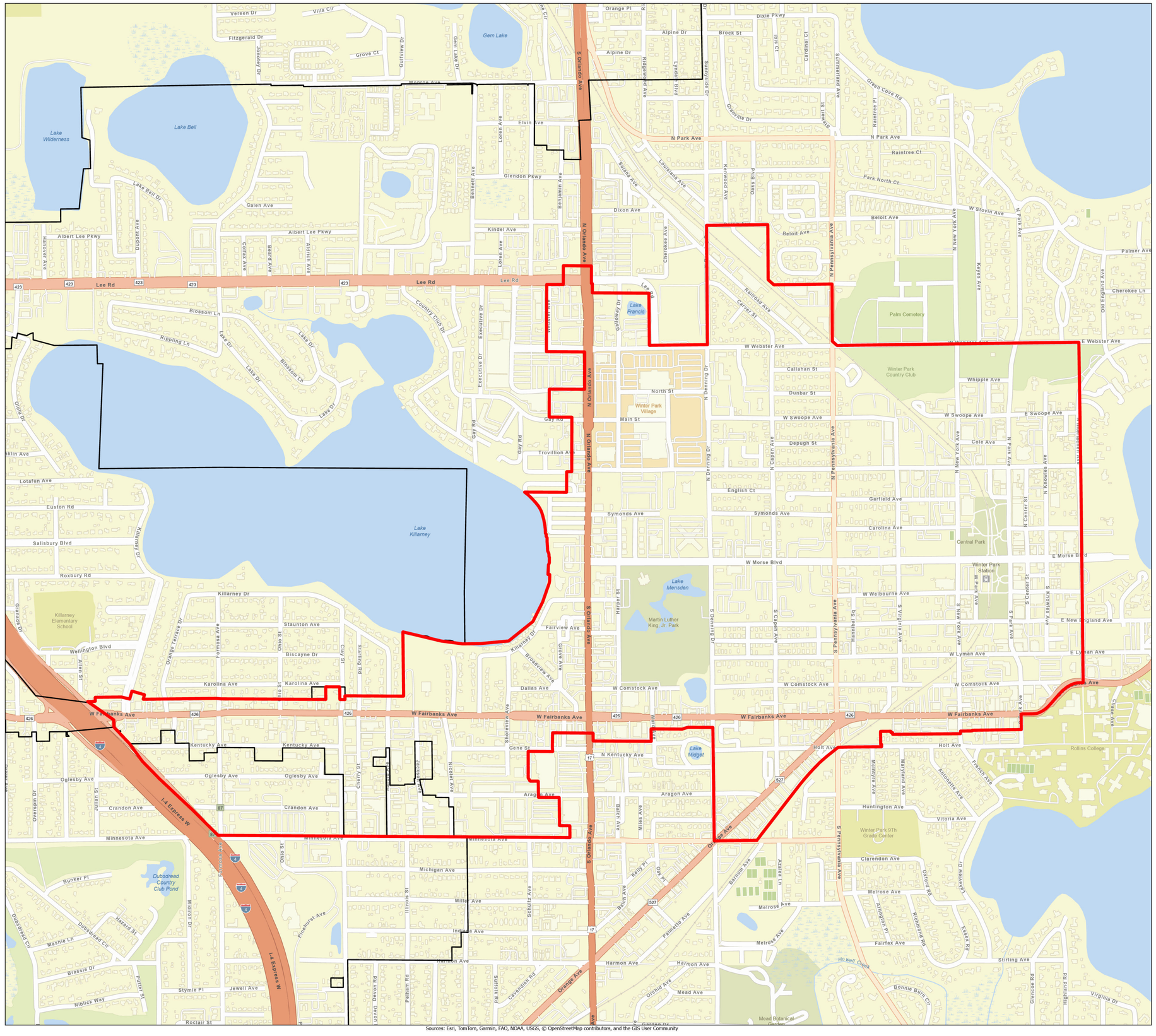
Orange County Housing and Community Development Division

Effective: April 1, 2025

Community Redevelopment Agency Boundary

City of Winter Park
Florida





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Date: 12/4/2024
Project: 20241204 CRA Layout
Source: City of Winter Park CRA