

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FLORIDA HIGHWAY BEAUTIFICATION COUNCIL
GRANT APPLICATION

GENERAL INSTRUCTIONS: Statutory requirements for the Florida Highway Beautification Council Grant Program are found in [Section 339.2405, Florida Statutes](#). Within [Rule Chapter 14-40, Florida Administrative Code](#), are sections dealing with the grant application process, grant award process, and funding, construction, and maintenance of beautification projects. These documents and other helpful information can be reviewed on Florida's Highway Beautification Programs website, <http://www.dot.state.fl.us/projectmanagementoffice/highwaybeautification/>

When a decision is made to apply for a Florida Highway Beautification Council Grant, please immediately notify the District Highway Beautification Council Grant Coordinator (Grant Coordinator). A directory of Grant Coordinators is posted on the program website. The Grant Coordinator will provide guidance, and help ensure that no other Department projects are in conflict with the grant project. Grant applications for landscape projects in conflict with other Department projects will not be accepted.

Please complete all items in this application. This form includes a [three tab Excel spreadsheet](#) that can be found on the Florida Department of Transportation website. Attached sketches, photographs, conceptual plans, maps, narratives, and spreadsheets must be bound, and be no larger than 11 x 17 inches. Any pages larger than 8 ½ x 11 inches must be folded. Maximum number of pages for the application is 15; excluding plans, resolutions, and letters of support.

To be eligible for a grant, ten (10) paper copies and a digital copy of the completed application form and other project information included in supporting documents must be received by the Grant Coordinator by the end of business on October 1. Late or incomplete applications, or any addendums or changes will not be accepted. Please retain a file with at least one copy with original signatures of all submitted documents. Questions should be directed to the Grant Coordinator.

ATTRIBUTES: The Council will evaluate the application based on the following **attributes**:

1. **Aesthetic Value:** Describe how the project will enhance the beauty of the project location.
2. **Level of Local Support:** Describe how the community is making a meaningful investment in the project as evidenced by letters, local press coverage, local volunteer labor, local business participation, and level of match.
3. **Cost effectiveness:** Describe how the quality and cost of the materials and labor is an efficient use of grant funding.
4. **Feasibility of Installation and Maintenance:** Describe how the materials and methods of construction and maintenance (including water and irrigation) are compatible with roadway safety and operation, and document the ability and commitment of the maintaining agency.
5. **Environmental Benefits:** Describe how the project and proposed level of maintenance improve environmental conditions, such as preventing litter, minimizing erosion, reducing stormwater runoff, improving air and water quality, screening visual blight, conserving energy, conserving water, and sequestering carbon.
6. **Right Plant Right Place:** Describe how this project meets the requirements of [Florida Friendly Landscaping](#) as defined in Section [373.185, F.S.](#) and required in Section [335.167, F.S.](#)
7. **Emphasis on Low Maintenance and Water Conservation:** Describe how the plants will grow strong and live long without extraordinary care.
8. **Waste Reduction:** Describe how the project utilizes recycled, reused, and reclaimed materials to the greatest extent feasible.
9. **Forethought and Planning:** Describe how the project contributes to a documented area wide or regional beautification plan.
10. **Value to the Community:** Describe how the grant will make a meaningful difference aesthetically, economically, and to quality of life in the community.

PROJECT INFORMATION: Provide with the following supporting documents.

- Location map
- Photographs of existing conditions
- One page written project narrative
- Written or graphic conceptual plan (in accordance with Rule Chapter 14-40 Part I)
- One paragraph description of each evaluation attribute
- Photographs or sketches of examples of proposed improvements
- Estimated project budget (complete all three tabs on the accompanying Excel spreadsheet)
- Anticipated maintenance activities and schedule
- Anticipated means of providing supplemental water
- Anticipated project schedule
- Required resolution(s)

THIS PAGE OF THE APPLICATION FORM IS FOR INFORMATIONAL PURPOSES ONLY AND SHOULD NOT BE SUBMITTED.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FLORIDA HIGHWAY BEAUTIFICATION COUNCIL
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APPLICANT INFORMATION:

Applicant Name (Local Government Entity as defined in Section 11.45, F.S.): _____

Federal Employer Identification (FEI) Number of Applicant: _____

Contact Name: _____

Position or Title: _____

Address: _____

Phone #: _____ Email: _____

Participating Organization(s): _____

This application is for a grant in current fiscal year: (i.e., 2014-2015) _____

PROJECT SUMMARY:

County: _____ City: _____

U.S./S.R.#: _____ Local Name: _____

Length of Project: _____ (Miles or Feet)

From: _____
(Must indicate mileposts and visible landmarks, i.e. intersections)

To: _____
(Must indicate mileposts and visible landmarks, i.e. intersections)

GRANT SUMMARY (based on Tab 1 of accompanying spreadsheet):

Amount requested: \$_____

Applicant's match: \$_____

Estimated Total Project Cost: \$_____

APPLICANT ASSURANCES: The person preparing this Application should initial each of the following to indicate that the Application is complete.

_____ All existing agreements between applicant and Department are in good standing.

_____ **Resolution:** The applicant’s governing body (local government entity, as defined in Section 11.45, F.S.) must have passed a resolution or resolutions approving the grant application and authorizing the individual who signs the grant application for the applicant to execute agreements and documents associated with the grant and maintenance of the landscape project. A copy of such resolution or resolutions must be included with the application.

_____ The Application is being transmitted to **the District Highway Beautification Council Grant Coordinator** having jurisdiction of the state highway on which the beautification project is proposed.

_____ All **Project Information** listed on page one of the application is attached to this form.

_____ The Project will meet all the **Department of Transportation requirements** pursuant to Rule 14-40-003.

_____ The local governing body understands the **attributes** (listed in the last section of this form) to be used by the Florida Highway Beautification Council to prioritize all projects, and has addressed each attribute to the maximum extent possible.

_____ The Application, not including plans, resolutions and letters of support, is 15 pages or less.

PREVIOUS GRANTS: During the past ten (10) years, in what years has the Applicant received a grant from the Florida Highway Beautification Council? _____

The undersigned hereby certifies that all requirements of the grant program are understood, and that all information provided with this grant application is true and correct, and represents the desires of the local government entity where the project will be installed.

Signature: _____ Date: _____

Position/Title: _____

END OF APPLICANT SECTION

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**FLORIDA HIGHWAY BEAUTIFICATION COUNCIL
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THIS SECTION TO BE COMPLETED BY FDOT DISTRICT HIGHWAY BEAUTIFICATION COUNCIL GRANT COORDINATOR.

Is the applicant a local government entity, as defined in Section 11.45, F.S., or a local highway beautification council established in accordance with Section 339.2405(9), F.S.?

Yes _____ No _____

If Grants have been received during the past ten (10) years, are the projects being satisfactorily maintained according to the terms of agreements?

Yes _____ No _____

Comments:

As District Highway Beautification Council Grant Coordinator I certify that the application was received from an eligible applicant on or before the **October 1 application deadline**, and to the best of my knowledge, the application meets all of the requirements of Rule 14-40.020, Florida Administrative Code.

Signature of Grant Coordinator

Date

Within ten (10) working days after October 1, the Grant Coordinator shall send eight copies of the complete application to:

State Transportation Landscape Architect
Florida Department of Transportation
605 Suwannee Street, MS 40
Tallahassee, FL 32399