



NORTH MIAMI CRA

TEACH TO FISH GRANT GUIDELINES

NMCRA Teach To Fish Grant

The Teach to Fish Grant Program was developed to provide strategic support for established businesses needing to access the next level in their entrepreneurial journey. By targeting specific eligible uses, the NMCRA is providing up to \$5,000 of grant funding to eligible businesses, which is expected to catalyze growth for approved applicants located within the NMCRA geographic boundaries.

ELIGIBLE USES:

- Business Equipment
- Marketing
- Security System
- Inventory
- Commercial Liability Insurance
- Professional Services (i.e. CPA, Attorney, Etc.)

Approval for this grant does not disqualify the business from participating in other programs offered by the NMCRA.

REQUIREMENTS

1. Must be within the NMCRA geographic boundary.
2. Primary property use must be commercial.
3. Applicant must be a for-profit entity.
4. Applicable City of North Miami/county/state licenses must be up to date.
5. A photocopy of business owner's driver's license.
6. Owner/Operator or Applicant shall have no pending litigation with the City of North Miami or NMCRA, or any unpaid real and/or tangible personal property taxes.
7. Applications must be completed in full, signed, and submitted to be considered. Incomplete applications will automatically be disqualified.
8. Must be active on Sunbiz.
9. No more than one (1) location, not part of a national chain or franchise.
10. Applicant will need to provide receipts and proof of payment for expenses incurred as part of report.

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11. More than one application submitted for the same business, business owner, family member, or partners will not be considered.
12. Letter of compliance from the Neighborhood Services Department or list of open violations*
13. Businesses that relocate out of the NMCRA during the application process, grant award, and payment will be disqualified.
14. Businesses must remain open for 1 Year after the full disbursement of the grant.
15. Must provide interior and exterior pictures of the business location.
16. Grants are awarded on a first qualified first serve basis.

* Grant funds can be utilized to address the outstanding code violations, with approval by the Executive Director.

TEACH TO FISH GRANT APPLICATION

(Please print or type – illegible and incomplete applications will not be considered)

APPLICATION CHECKLIST

Please ensure all required documents are included and initial each item.

- ☐ One original completed application with attachments.
- ☐ Provide proof that the business has been operating for one (1) year or more. *Example: any old license, state corporations, sales tax, or utility bill) or any legal document proof must be in the business name (include copy only).*
- ☐ Applicable City of North Miami/county/state licenses must be up to date. *Examples: City and County Business Tax receipt, Certificate of Use, etc.*
- ☐ Submit a copy of your active State of Florida Corporation and/or Fictitious Name from sunbiz.org if incorporated. FEI/EIN # must be listed on the State of Florida print if not listed, submit IRS letter 147C (this includes the FEI/EIN number)
- ☐ Picture ID (Driver's License or Florida ID)
- ☐ Interior and exterior pictures of the business location.
- ☐ Letter of compliance from the Neighborhood Services Department or list of open violations*

Applicant's Initial _____

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Board Member

Pierre Frantz Charles
Board Member

Anna-Bo Emmanuel, Esq.
Executive Director

Steven W. Zelkowitz, Esq.
CRA Attorney

Vanessa Joseph, Esq.
CRA Secretary

**BUSINESS INFORMATION**

Business Name: _____

Business Address: _____

Type of Business: _____

Business Organization Structure: *(Please check only one of the following)*

- | | |
|---|---|
| <input type="checkbox"/> Individual/sole proprietor | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Single-member LLC | <input type="checkbox"/> Trust/estate |
| <input type="checkbox"/> C Corporation | <input type="checkbox"/> Multi-Member LLC |
| <input type="checkbox"/> S Corporation | <input type="checkbox"/> Other:_____ |

Federal Tax ID Number: _____ ☐ Ownership Interest: _____

Number of Employees? _____ How long have you been in business? ____Years

Full time:_____ Part Time:_____

Have you ever received an NMCRA or City grant before? Yes [] No []

If yes, when and what was the grant?

Are photographs of the interior and exterior of the business attached? Yes [] No []

Do you have a letter of compliance from the Neighborhood Services Department (NSD)?

Yes [] No []

Are you willing to participate in Business Development workshops? Yes [] No []

Do you currently market your business? Yes [] No []

If yes, how do you market, please explain (ex: newspaper ads, internet, coupons)
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Board**Alix Desulme, Ed.D.
ChairmanMary Estime-Irvin
Vice-ChairwomanScott Galvin
Board MemberKassandra Timothe, MPA
Board MemberPierre Frantz Charles
Board MemberAnna-Bo Emmanuel, Esq.
Executive DirectorSteven W. Zerkowitz, Esq.
CRA AttorneyVanessa Joseph, Esq.
CRA Secretary

**CONTACT INFORMATION**Business Owner's Name
_____Business Owner's Address
_____Business Phone
_____Cell Phone
_____Email Address
_____**PROPERTY INFORMATION**Property Owner Name
_____Property Owner Address
_____Property Owner Phone
_____Property Owner Email Address
_____Do you have a current lease? Yes [☐] No [☐]

If yes, how long is your lease? (Please specify if month to month) _____

How much is your monthly rent? _____

ELIGIBLE USES

- Business Equipment \$ _____
- Marketing \$ _____
- Security System \$ _____
- Inventory \$ _____
- Commercial Liability Insurance \$ _____
- Professional Services \$ _____
(i.e. CPA, Attorney, Etc.)

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If approved, please provide a clear explanation of how you will use the funding.

TERMS & CONDITIONS

All applicants are advised to carefully review the grant program's guidelines, terms, and conditions to determine their eligibility. Funding eligibility will be determined by the NMCRA in its sole discretion. The NMCRA reserves the right to deny any submitted application if it is determined such application does not meet the spirit, intent, and legal requirements for the grant offered. While previous participation in NMCRA or city grants is not a disqualification, preference will be given to businesses that have not received previous financial assistance from the NMCRA. Funds must be utilized for the specified purposes, and the grantee must provide receipts for all expenditures, including items purchased and services acquired, within 30 days of fund disbursement. Failure to comply with the preceding requirement or otherwise breach any grant requirements will result in the grantee being responsible for repaying the grant to the NMCRA.

PUBLICITY

By accepting this grant, the grantee shall recognize the NMCRA as a funding source for all activities outlined in the application and agreement. The grantee shall ensure that any publicity, public relations, advertisements, and signs recognize the NMCRA for the support of all contracted activities.

The applicant hereby declares and confirms that all information submitted in this application is true and accurate to the best of their knowledge.

APPLICANT SIGNATURE

Signature

Date

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