

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, F.A.C.)
- 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**  
**GRANT APPLICATION**

**APPLICANT INFORMATION:**

Applicant Name (Local Government Entity as defined in Section 11.45, F.S. or a local highway beautification council as established in accordance with Section 339.2405(9), 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: (e.g., 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  
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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

# FLORIDA HIGHWAY BEAUTIFICATION COUNCIL GRANT APPLICATION

|   |                     |                                       |
|---|---------------------|---------------------------------------|
|   |                     |                                       |
| <b>Applicant Name:</b>  |                     |                                       |
|   |                     |                                       |
| <b>Estimated Grant and Matching Costs</b>   |                     |                                       |
| <p>The grant request shall identify and estimate <i>all</i> costs associated with the project. A grant may provide for the costs of purchase and installation of a sprinkler/irrigation system (this may be any method proposed to transport/deliver water to the plants), the cost of plant materials, and may provide for the costs for labor associated with the installation of the plantings. The cost of the water is <u>not</u> an eligible grant cost. Portions of the Estimated Costs for Plants and Labor to Install (Tab 2) may be allocated to grant costs and matching costs. The combined grant and matching costs for Plants and Labor to Install must equal the Total on Tab 2.</p> |                     |                                       |
| <b>Summary of Eligible Grant Project Costs</b> (Amount being requested to be paid for with the Grant)   | <b>Estimated \$</b> |                                       |
| Sprinkler/irrigation system (lump sum)  | \$1                 |                                       |
| Plants (Refer to Tab 2- Plants and Labor to Install and Establish)  | \$0                 |                                       |
| <b>Estimated TOTAL Eligible Grant Costs</b>   | <b>\$1</b>          |                                       |
|   |                     |                                       |
| <b>Summary of Applicant Matching Project Costs</b> (Amount being invested by Local Government; excluding maintenance post establishment.)   | <b>Estimated \$</b> | <b>Percent of Total project Costs</b> |
| Design Fee (Max 10% Total Project Cost) - Max is \$0.2  | \$1                 | 50.00%                                |
| Plants (Refer to Tab 2- Plants and Labor to Install)  | \$0                 |                                       |
| Water   | \$0                 |                                       |
| Establishment Period - One Year (Max 12% of Total Project Cost) - Max is \$0.24   | \$0                 |                                       |
| Hardscape and Street Furnishings (Max 10% Total Project Cost) - Max is \$0.2  | \$0                 |                                       |
| Maintenance of Traffic  | \$0                 |                                       |
| Other (identify)  | \$0                 |                                       |
| Other (identify)  | \$0                 |                                       |
|   | \$0                 |                                       |
|   | \$0                 |                                       |
|   | \$0                 |                                       |
| <b>Estimated Total Applicant Matching Costs</b>   | <b>\$1</b>          |                                       |
| <b>Estimated Total Project Cost</b>   | <b>\$2</b>          |                                       |
| <b>Matching Costs as Percent of Total Project Cost</b>  |                     | <b>50%</b>                            |
|   |                     |                                       |



**FLORIDA HIGHWAY BEAUTIFICATION COUNCIL****GRANT APPLICATION****Estimated Annual Maintenance Costs**

This information is requested primarily for use by the applicant. The Florida Highway Beautification Council will review the data in relation to the project conceptual plans in order to recommend funding for low maintenance and water conserving projects.

| Maintenance Activity  | Estimated \$ DURING One (1)<br>Year Establishment Period | Estimated \$ for Routine<br>Maintenance FOLLOWING One<br>(1) Year Establishment Peroid |
|---|--|--|
| Water supply/source   | \$0  | \$0  |
| Water delivery to plants                                      | \$0  | \$0  |
| Mowing/Edging   | \$0  | \$0  |
| Weeding   | \$0  | \$0  |
| Fertilizing   | \$0  | \$0  |
| Pruning and Trimming  | \$0  | \$0  |
| Mulch   | \$0  | \$0  |
| Maintenance of Traffic  | \$0  | \$0  |
| Other   | \$0  | \$0  |
| Estimated Total Establishment<br>and Annual Maintenance costs | \$0  | \$0  |

**Notes**

Applicant may provide any information to explain establishment and maintenance activities