



COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING OF: May 12, 2026

NEW BUSINESS

AGENDA ITEM 15.A

SUBJECT:

Consideration of the Commercial Business Relocation Grant Program Guidelines and Application for Fiscal Year 2025-2026

SUMMARY:

The Commercial Business Relocation Grant Program is designed to mitigate displacement impacts resulting from redevelopment activities within the BBCRA area and to preserve economic continuity by supporting the relocation of eligible businesses within the BBCRA boundary.

The program is designed to reduce the financial burden placed on established businesses that must move through no fault of their own and to ensure continuity of operations within the BBCRA area or within the city limits of Boynton Beach. By assisting with reimbursable relocation costs, the BBCRA aims to retain valued businesses, activate commercial spaces, and maintain a strong and diverse economic environment. This initiative is in line with the BBCRA's ongoing commitment to stimulate economic growth and enhance business visibility within the BBCRA area, in accordance with the BBCRA Community Redevelopment Plan.

Grant Program Objectives:

- **Purpose:** To support commercial businesses that must relocate due to redevelopment activities within the BBCRA area. The program provides financial assistance to offset eligible moving expenses to help displaced businesses reestablish operations, minimize disruptions, and maintain economic vitality within the community.
- **Reimbursement:** Commercial businesses can apply for reimbursement of relocation-related expenses, including but not limited to security deposits, application fees, moving services, and utility reconnection fees. Funds are provided upon submission of paid invoice and proof of payment.
- **Maximum Grant Amount:**
 - Up to \$10,000 per applicant for businesses relocating within the city limits of Boynton Beach.
 - Up to \$15,000 per applicant for businesses relocating within the BBCRA area.

- **Approval of Funding:** Application to this grant program is not a guarantee of funding. Funding is at the sole discretion of the BBCRA Board.

Eligibility Requirements:

Applicants must meet all of the following requirements to be considered eligible to receive grant funding. For the purpose of this application the current location and new location are defined as follows:

Current Location: *The existing business address where the applicant is legally operating at the time of the application. The current location must be an active commercial business location within the BBCRA area and associated with a valid business tax receipt, lease, or proof of ownership. The current location refers to the premises from which the business is relocating.*

New Location: *The future business address where the applicant intends to relocate or establish operations using grant assistance. The new location must be a commercial property located within the BBCRA area or city limits of Boynton Beach and must be secured through a signed lease agreement, property ownership documentation, or executed letter of intent prior to grant approval or reimbursement, as required by the program guidelines.*

- Current commercial business must be located within the BBCRA Area
- Demonstrate displacement directly resulting from:
 - Public or private redevelopment projects
 - Property acquisition, redevelopment, or lease termination tied to redevelopment activity
- Applicant must relocate to another commercial property within the BBCRA area or city limits of Boynton Beach.
- Applicant must be the business entity (or d/b/a) named and the principal owners named on the corporation documents.
- Must provide proof that the business is properly licensed by all necessary levels of government and professional associations or agencies (copies of city and county licenses).
- Non-profit and residentially zoned properties are not eligible.
- The Commercial Business Relocation Grant Program may only be used once every five years by any one specific business entity or business owner.
- Applicants must have an executed multi-year lease with at least two years remaining on the lease at the time of BBCRA Board approval.
- Proposed leases must be executed within 30 days of BBCRA Board approval or the grant award is terminated.
- Eligible expenses completed and paid for by the applicant more than 60 days prior to grant approval by the BBCRA Board are not eligible for reimbursement under the grant program. A complete application must be received within 60 days of payment in order for

an expense to be eligible for reimbursement. Once a complete application is received, the application will be placed on the next available agenda for review and potential approval.

- Applicant must be current and in good standing on all utility accounts with the City of Boynton Beach at the time of application and throughout the grant review and reimbursement process. Applicants with delinquent utility accounts or outstanding balances will not be eligible to receive grant funding until all accounts are brought current.
- Grant funds may not be used to pay late fees, penalties, interest charges, or any past-due utility balances.
- Grant funds are intended to support pre-approved, eligible expenses and may not be applied towards previously incurred debts or outstanding financial obligations.

Eligible Expenses for Reimbursement:

Reimbursable expenses eligible for funding under this grant are limited to:

- **Moving Expenses**
 - Moving and transportation costs, including insurance coverage, for professional and self-service options
 - Packing and unpacking services
 - Packing materials (boxes, crates, pallets, wrapping, tape, etc.)
 - Disassembly, reassembly, and installation of furniture, shelving, fixtures, and equipment
 - Insurance coverage for equipment during transport
 - Temporary storage of equipment or furniture (up to 90 days)
 - Utility connection or activation fees
- **Utility or Professional Service Fees**
 - Utility and technology connection and/or installation deposits (Internet, cable, phone, POS systems, security system, electric, water, etc.)
- **Lease Related Fees**
 - Lease application fees for the new commercial location
 - Legal or real estate fees related to lease negotiation or relocation
 - Security deposits required to secure a new lease

FY 2025-2026 Funding

If approved, staff recommends reallocation of \$75,000 from the Business Development Promotions budget to fund the program for the remainder of the fiscal year.

Attachment I - Grant Program Rules & Regulations

Attachment II - Presentation of Grant Program

FISCAL IMPACT:

FY 2025-2026 Budget, Project Fund 02-58500-480, \$75,000

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach CRA Community Redevelopment Plan

CRA BOARD OPTIONS:

1. Approve the FY 2025-2026 Commercial Business Relocation Grant Program and Application as presented, pending any final review from CRA legal counsel.
2. Do not approve the FY 2025-2026 Commercial Business Relocation Grant Program and Application as presented.
3. Provide alternative direction based on CRA Board discussion.

ATTACHMENTS:**Description**

- [Attachment I - Grant Program Rules & Regulations](#)
- [Attachment II - Presentation of Grant Program](#)