

# **STAN MAYFIELD WORKING WATERFRONTS CAPITAL OUTLAY GRANT PROGRAM (SMWWCO)**

## **PRE-RECORDED APPLICATION WEBINAR**



**SMWWCO Team**

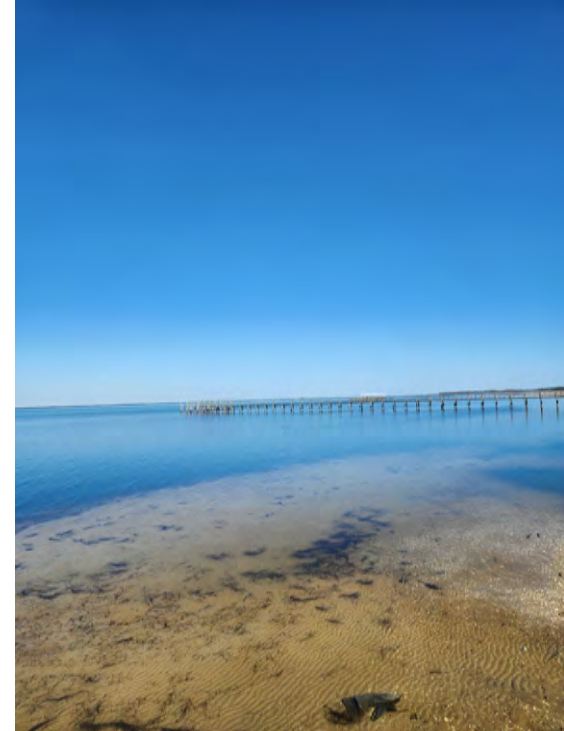
Division of State Lands / Stan Mayfield Working Waterfronts  
Florida Department of Environmental Protection



# SMWWCO GRANT PROGRAM

## WEBINAR AGENDA

- Program Overview and Purpose *(Video 1)*
- Application Cycle and Grant Funding *(Video 2)*
- Eligibility Requirements and Expenses *(Video 3)*
- FDEP Grant Portal and Account Registration *(Video 4)*
- Application Submission Overview *(Video 5)*
- Supporting Exhibit Documentation *(Video 6)*
- Grant Agreement Lifecycle and Reimbursement Process *(Video 7)*





# SMWWCO GRANT PROGRAM

## PROGRAM OVERVIEW AND PURPOSE



Stan Mayfield Working Waterfronts Capital Outlay Grant Program  
Pre-Recorded Webinar



# SMWWCO GRANT PROGRAM

## PROGRAM OVERVIEW AND PURPOSE

### Stan Mayfield Working Waterfronts Florida Forever Grant Program

- The Stan Mayfield Working Waterfronts Florida Forever Grant Program was established by the Florida Legislature in 2008.
- Funded through 2.5% of the total appropriation from the Florida Forever Program, originally created in 2001.
- Approximately \$8.7 million dollars has been awarded to support and strengthen Florida's commercial fishing industry through strategic investments in infrastructure, equipment, and operational improvements.



Image courtesy of SMWWCO recipient  
Grant Cycle 2024–2025





# SMWWCO GRANT PROGRAM

## PROGRAM OVERVIEW AND PURPOSE

- The Stan Mayfield Working Waterfronts Capital Outlay (SMWWCO) Grant Program was created to provide funding to assist commercial saltwater products, aquaculture operations, commercial saltwater wholesale dealers, retailer license holders and seafood houses in maintaining their operations.
- The Florida Department of Environmental Protection (DEP) administers the SMWWCO Grant Program to strengthen Florida's seafood economy by supporting commercial fishing and marine aquaculture, including infrastructure for receiving, unloading, and handling seafood.



Image courtesy of SMWWCO recipient  
Grant Cycle 2024–2025



# SMWWCO GRANT PROGRAM

## APPLICATION CYCLE AND GRANT FUNDING



Stan Mayfield Working Waterfronts Capital Outlay Grant Program  
Pre-Recorded Webinar



# SMWWCO GRANT PROGRAM

## APPLICATION CYCLE AND GRANT FUNDING

**SMWWCO Grant Program Funding  
will be circulated on our SMWWCO Webpage.**

Applications must be submitted through the [FDEP Grant Portal](#).

**The Application Portal will open on the designated day at 8:00 a.m. EDT.**

**The Application Portal will close on the designated day at 5:00 p.m. EDT.**

*\*\*Applications received after 5 p.m., will not be considered.\*\**

*Applications missing required exhibits, supporting documentation, or any materials outlined in the grant guidelines will be deemed incomplete and disqualified from the review process.*



# SMWWCO GRANT PROGRAM

## GRANT FUNDING

- Grants will be awarded on a first-come, first-served basis to eligible applicants who submit complete applications with all required exhibits for qualifying projects within the grant application period.
- The minimum and the maximum amount of grant funds may vary from cycle-to-cycle.
- \$5,000 Task Bundle Recommendation – Used to group related minor costs (e.g., supplies, small equipment, short-term labor, permit fees).
- Grant recipients will not be required to provide a match.
- Funding is provided on a reimbursement basis. Grant recipients must submit invoices to the Florida Department of Environmental Protection (DEP), which may conduct a site inspection to verify the accuracy of submitted expenses.
- Expenditures made prior to the execution date of the grant agreement will not be reimbursed.
- No work may begin until a grant agreement has been fully executed by the Department.





# SMWWCO GRANT PROGRAM

## ELIGIBILITY REQUIREMENTS AND EXPENSES



Stan Mayfield Working Waterfronts Capital Outlay Grant Program  
Pre-Recorded Webinar



# SMWWCO GRANT PROGRAM

## ELIGIBILITY REQUIREMENTS

An applicant may submit no more than one (1) application during the submission period.

Applicants must hold an active Florida business license or certification relevant to commercial fishing and/or aquaculture activities.

Examples of eligible business and/or license types include but are not limited to:

- o Commercial Saltwater License
  - o Florida Saltwater Products (SPL)
  - o Restricted Species Endorsement (RS)
  - o Wholesale Saltwater Products Dealer License (WD)
  - o Retail Saltwater Products Dealer License (RC)
  - o Charter Captain License
  - o Charter Boat License
  - o Aquaculture Certification
- 
- Notice for the complete list of qualifying licenses or certifications: [Florida Administrative Register \(FAR\)](#)
  - Florida Saltwater Products Retail and Dealer Licenses: [Florida Fish and Wildlife Conservation Commission's Commercial Saltwater Licenses](#)
  - Charter Boat and Charter Captain Licenses: [Florida Fish and Wildlife Conservation Commission's Saltwater Charter Licenses](#)
  - Additional Licensing and information: [Fish and Wildlife Conservation Commission's Commercial Saltwater Licenses](#)
  - Additional Licensing and information: [Florida Department of Agriculture and Consumer Services Aquaculture Certificate of Registration](#)





# SMWWCO GRANT PROGRAM

## ELIGIBILITY REQUIREMENTS

### **SMWWCO Applicants are Ineligibility for Consulting Services**

Some recipients may depend on consulting services to assist with project applications. However, prospective applicants are ultimately responsible for any grant funds awarded and all that an approved project may encompass.

Grant agreements are executed between the prospective applicant and DEP, and the recipient is ultimately responsible for all grant activities and will be held accountable. As such, only the entity listed on the provided active license/certification may submit an application.

**Applications submitted by a third party, such as a consultant, will be declared ineligible for funding.**



# SMWWCO GRANT PROGRAM

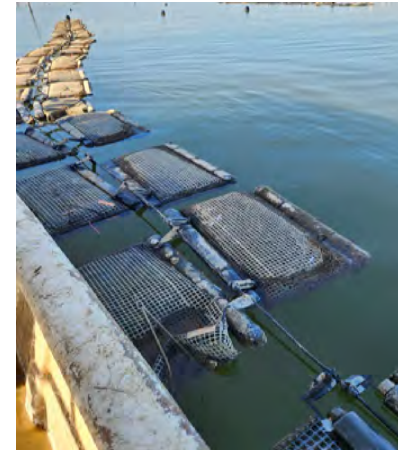
## ELIGIBLE EXPENSES

Eligible costs and expenditures are divided into two project categories:

- ✓ **FIXED CAPITAL OUTLAY**
- &
- ✓ **OPERATING CAPITAL OUTLAY**

*These include, but are not limited to:*

- o *Repair and maintenance or replacement of water-adjacent facilities or infrastructure.*
- o *Construction or renovation of shore-side facilities.*
- o *Repair and maintenance or replacement of equipment.*



Images courtesy of SMWWCO recipients  
Grant Cycle 2024–2025



# SMWWCO GRANT PROGRAM

## ELIGIBLE EXPENSES

### FIXED CAPITAL OUTLAY PROJECTS

Eligible fixed capital outlay costs/expenditures under the Stan Mayfield Working Waterfronts Capital Outlay Grant Program include the repair, maintenance or replacement of water-adjacent facilities or infrastructure, and the construction or renovation of shore-side facilities.

**Examples include, but are not limited to:**

- o *Davits*
- o *Upland boat bunks*
- o *Roofing*
- o *Fencing*
- o *Signage*
- o *Lighting*
- o *Native upland landscaping*
- o *Upland debris removal*



Images courtesy of SMWWCO recipients  
Grant Cycle 2024–2025





# SMWWCO GRANT PROGRAM

## ELIGIBLE EXPENSES

### OPERATING CAPITAL OUTLAY PROJECTS

Eligible Operating Capital Outlay expenses under the Stan Mayfield Working Waterfronts Capital Outlay Grant Program include the maintenance and replacement of equipment.

*For the replacement of equipment, the following items are only eligible costs/expenditures when purchased in new, unused condition:*

- o Freezers
- o Ice machines
- o Air conditioners
- o Boats
- o Trailers
- o Motors
- o Refrigerated Trucks
- o Processing Equipment
- o Nets/pots
- o Anchoring and docking equipment (boat side only)
- o Technology (VHF radios, satellite, radar, electronics)



Images courtesy of SMWWCO recipients  
Grant Cycle 2024–2025



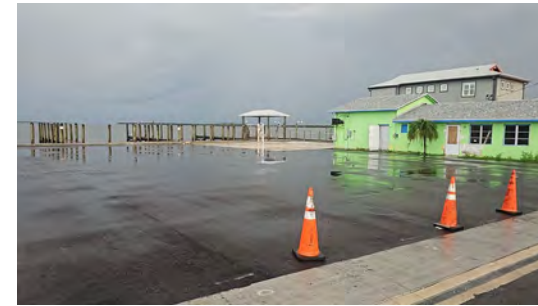
# SMWWCO GRANT PROGRAM

## ELIGIBLE EXPENSES

### COMBINATION FIXED AND OPERATING CAPITAL OUTLAY PROJECTS

Eligible Combination Fixed and Operating Capital Outlay expenses under the Stan Mayfield Working Waterfronts Capital Outlay Grant Program may include both permanent improvements—such as construction and infrastructure upgrades—and operational needs like equipment purchases and minor, non-structural enhancements.

***Applicants may request funding for both Fixed Capital Outlay and Operating Capital Outlay projects within a single application; however, each project type must have its own clearly defined scope of work and budget.***



Images courtesy of SMWWCO recipients  
Grant Cycle 2024–2025



# SMWWCO GRANT PROGRAM

## INELIGIBLE EXPENSES

### COMBINATION FIXED AND OPERATING CAPITAL OUTLAY PROJECTS

**Ineligible** Combination Fixed and Operating Capital Outlay expenses under the Stan Mayfield Working Waterfronts Capital Outlay Grant Program include, but are not limited to:

- Lawnmowers
- Excavators
- Recreational Vehicles
- Motor Homes

*Please note that the above listed expenses will not be considered for funding, as part of the Stan Mayfield Working Waterfronts Capital Outlay Grant Program. Inclusion of these products may delay application review.*





# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL: ACCOUNTS AND REGISTRATION



Stan Mayfield Working Waterfronts Capital Outlay Grant Program  
Pre-Recorded Webinar





# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL: ACCOUNT/USER REGISTRATION

- All applicants must have an active FDEP Grant User account before applying; new users should register through the grant portal, and returning users must verify their information to ensure readiness when the application cycle opens.

The screenshot displays the SMWWCO Grant Program website. The header includes the Florida Department of Environmental Protection logo and navigation links: HOME, FREDAP, DRCP, HRR, TRAIL-GO, and SMWWCO. The main content area is titled "Stan Mayfield Working Waterfronts Capital Outlay Grant Program" and describes the program's purpose. A sidebar on the right contains sections for "DEP Grant User Registration" (with links for first-time visitors and existing users), "SMWWCO Resource Links & Material" (listing various resources), and "Instructions for Requesting a New Account" (providing a list of required information). The footer includes the Florida Department of Environmental Protection address: 3900 Commonwealth Blvd., Tallahassee, FL 32399-3000.

- Incomplete applications will not be considered.



# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL : ACCOUNT SETUP

### ACCOUNT SETUP:

In order to register as a user of the system or apply for a grant, an account must be setup on behalf of the entity. <https://fdep.my.site.com/grants/s/login/SelfRegister>

**If you do not find your entity when registering as a user, you must request a new account.**

1. Visit the FDEP Grants Portal at <https://fdep.my.site.com/grants/s/>
2. Next, navigate to the SMWWCO Home page at <https://fdep.my.site.com/grants/s/smwwco-home-page>

The screenshot shows the SMWWCO Home page within the FDEP Grants Portal. The page has a dark blue header with the FDEP logo and a navigation bar with links: HOME, FRDAP, ORCP, HRR, TRAIL-GO, and SMWWCO. The SMWWCO link is highlighted in green. Below the navigation bar, the page title is "WELCOME TO FDEP GRANTS". The main content area includes a welcome message from the Florida Department of Environmental Protection (FDEP), a list of grant programs available for application, and a "Quick Links" section. The "Quick Links" section contains links to "The Department of Environmental Protection (FDEP)", "Register for FDEP Grants", "Login to FDEP Grants", and "FRDAP Grant Home". A red text note states "Assistance is only available during regular business hours." The footer of the page provides contact information for the Florida Department of Environmental Protection, including the address "3900 Commonwealth Blvd., Tallahassee, FL 32399-3000".

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

WELCOME TO FDEP GRANTS

The Florida Department of Environmental Protection (FDEP) is the state's lead agency for environmental management and stewardship, protecting our air, water and land.

This site allows you to review information for grant programs and submit applications for competitive grants. You can apply for the following grants using this system:

- Florida Recreation Development Assistance Program (FRDAP)
- Office of Resilience and Coastal Protection (ORCP), Resilient Florida Program
- Hurricane Restoration Reimbursement Grant Program (HRRGP)
- Stan Mayfield Working Waterfronts Capital Outlay Grant Program (SMWWCO)
- TRAIL-GO Local Trail Management Grant Program (TRAIL-GO)

In order to apply for a grant, view application status, or submit documentation you must be a registered user. Click the link below to register. FDEP recommends using Chrome while using this portal.

[Register as a FDEP Grants User](#)

Select the grant program you are here for in the navigation pane to go to the correct home page for that grant program.

FDEP has a number of grant programs to assist in protecting our natural resources.

For information on other grant programs offered by the agency, please visit [ProtectingFloridaTogether.gov/grants](https://protectingfloridatogether.gov/grants).

**Quick Links**

- The Department of Environmental Protection (FDEP)
- Register for FDEP Grants
- Login to FDEP Grants
- FRDAP Grant Home

Assistance is only available during regular business hours.

Florida Department of Environmental Protection  
3900 Commonwealth Blvd.  
Tallahassee, FL 32399-3000



# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL : ACCOUNT SETUP

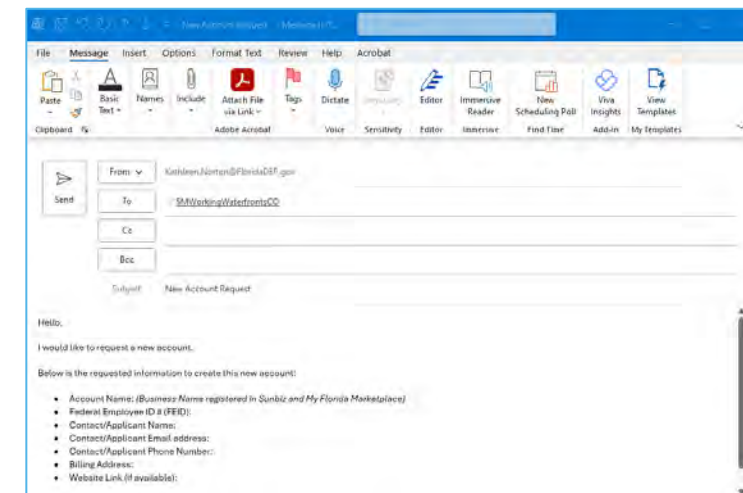
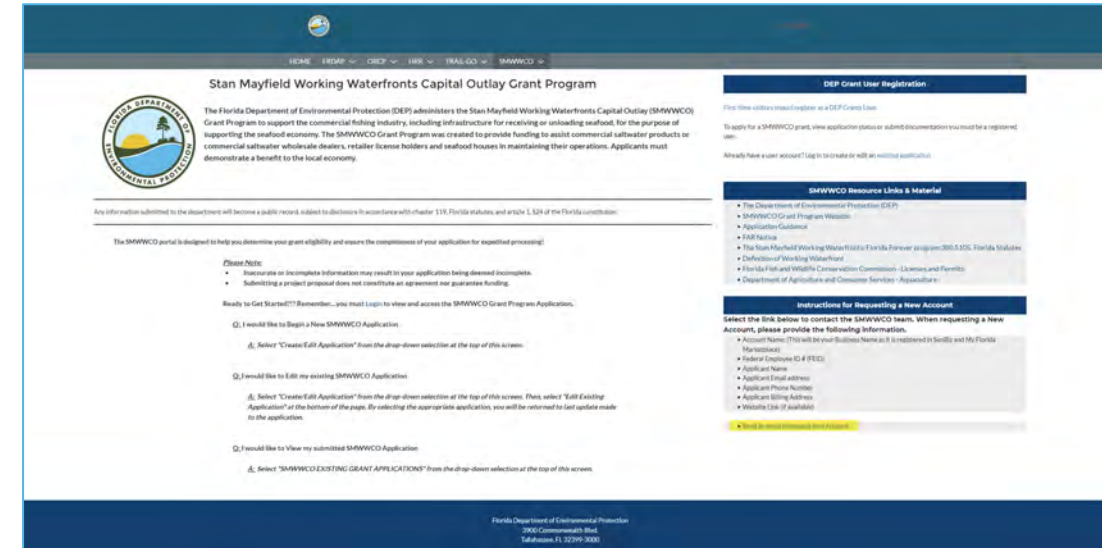
### ACCOUNT SETUP:

3. On the right-hand side of the screen (highlighted), select the “Send an email to request new Account.”
4. A draft email addressed to the SMWWCO team will be displayed on your screen. Enter “New Account Request” as the subject of the email.
5. Provide the information below:

- Account Name: (Business Name registered in Sunbiz and My Florida Marketplace)
- Federal Employer Identification Number (FEID) or Social Security Number
- Contact/Applicant Name:
- Contact/Applicant Email address:
- Contact/Applicant Phone Number:
- Billing Address:
- Website Link (if available):

6. Next, send the email.

Should you have any questions throughout this process, please contact Marti Harsey at (850) 245-2555 or [smworkingwaterfrontsco@floridadep.gov](mailto:smworkingwaterfrontsco@floridadep.gov) for further assistance.





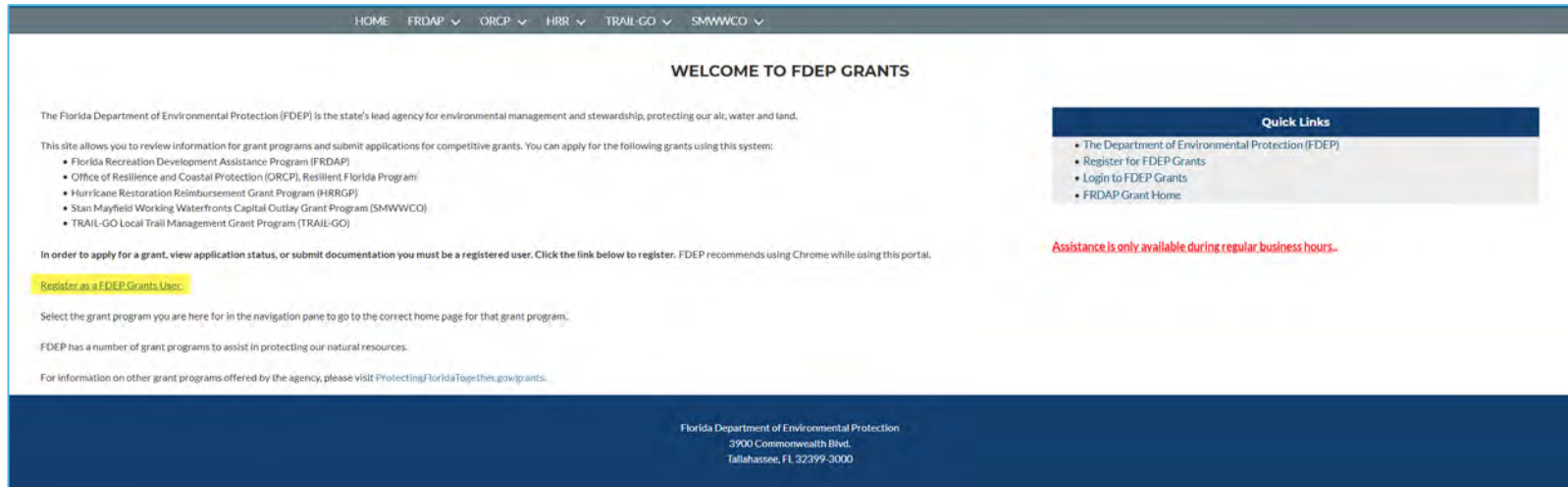


# SMWWCO GRANT PROGRAM

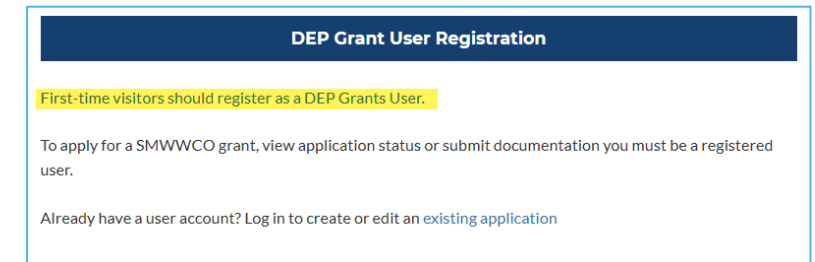
## FDEP GRANT PORTAL : USER REGISTRATION

### REGISTER AS A FDEP GRANTS PORTAL USER

1. Visit the FDEP Grants Portal at <https://fdep.my.site.com/grants/s/> or the SMWWCO Home Page <https://fdep.my.site.com/grants/s/smwwco-home-page>
2. Select the corresponding link to begin the registration process.



*FDEP Grants Portal Home Page*



*SMWWCO Home Page*



# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL : USER REGISTRATION

### REGISTER AS A FDEP GRANTS PORTAL USER

3. On the DEP Grant Registration Screen, choose **"Government Grants."**
4. The DEP Grant Registration form will appear.
  - Enter **First Name**, **Last Name** and **Email Address**.
  - Click on the **Account** field to search for your existing account
5. Type in the name of your account. A list of matching accounts will appear.
6. Select your account from the list
7. Click the **Next** button to submit your DEP Grant Registration.

A screenshot of the DEP Grant Registration screen. At the top is the Florida Department of Environmental Protection logo. Below it, the text "Instructions: Please select one of the Grants to proceed." is displayed. The main heading is "DEP Grant Registration". There are two blue buttons: "Hurricane Restoration" and "Government Grants". A mouse cursor is pointing at the "Government Grants" button.A screenshot of the DEP Grant Registration form. At the top is the Florida Department of Environmental Protection logo. Below it, the heading "DEP Grant Registration" is followed by instructions: "Instructions: Please enter your first name, last name and email address. Then search for the account you would like to register under." A note states: "Note: The account must currently exist in the DEP grants system. If you do not find your account, please contact [SF\\_DEPGrant@floridadep.gov](mailto:SF_DEPGrant@floridadep.gov) with the subject line: Registration - Unable to Find Account." The form has four fields: "\* First Name", "\* Last Name", "\* Email" (with the example "you@example.com"), and "\* Account". The "Account" field contains the text "Cape San" and has a search icon. Below the field, there is a link "Show more results for 'Cape San'". A list of search results is shown, with "Cape San Blas Commercial Fishing, LLC." selected. At the bottom, there are "Previous" and "Next" buttons.

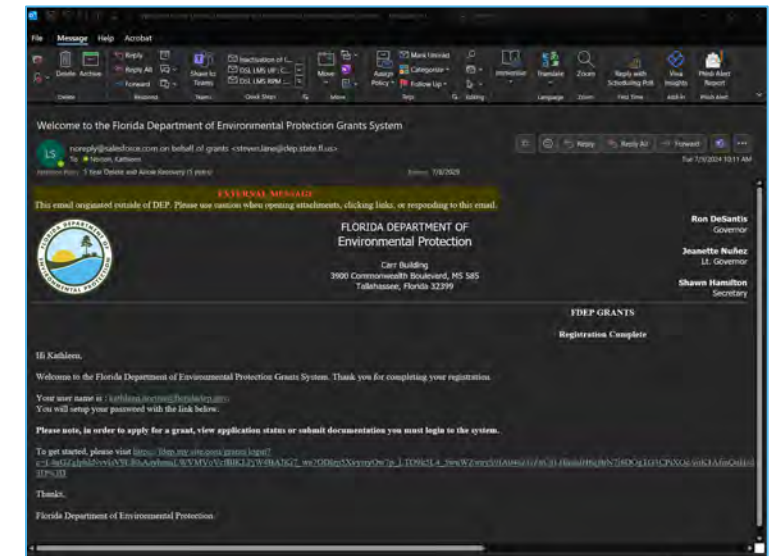
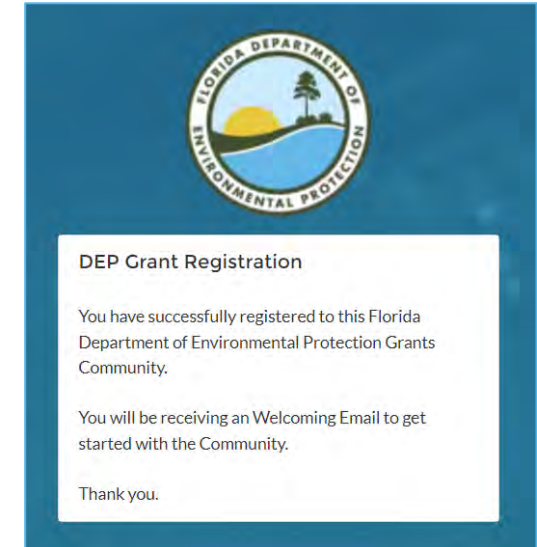


# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL : USER REGISTRATION

### REGISTER AS A FDEP GRANTS PORTAL USER

8. After you submit your registration, a confirmation page will appear on your screen.
9. Next, check your email inbox for a message containing your user credential details. Follow the instructions in that email to set up your password and complete your registration access.







# SMWWCO GRANT PROGRAM

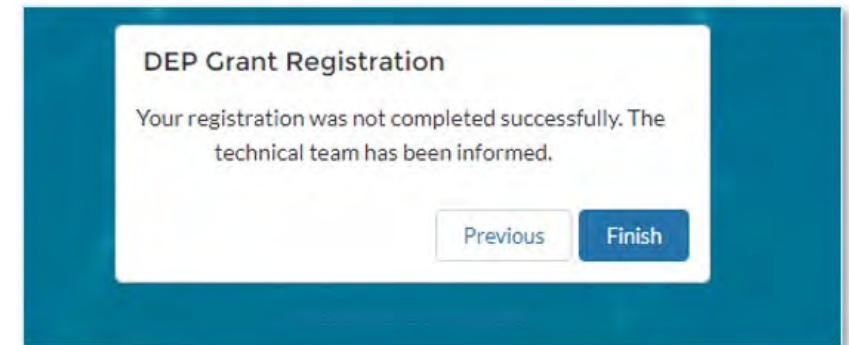
## FDEP GRANT PORTAL : USER REGISTRATION

### REGISTER AS A FDEP GRANTS PORTAL USER

# Congratulations!

You have successfully registered as a FDEP Grants Portal User.

***Please note, if the following message is displayed on the screen, your registration was not successful.***



Should you have any questions throughout the process, please contact Marti Harsey at (850) 245-2555 or [smworkingwaterfrontsco@floridadep.gov](mailto:smworkingwaterfrontsco@floridadep.gov) for further assistance.



# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL : APPLICATION PROCESS

### CREATING A NEW APPLICATION

To begin the application process, you must login to create an application.

1. Visit the FDEP Grants Portal. <https://fdep.my.site.com/grants/s/>
2. Click the “LOGIN” button located in the top right corner.

A screenshot of the FDEP Grants Portal homepage. The page has a dark blue header with the FDEP logo on the left and a "LOGIN" button on the right, which is circled in red. Below the header is a navigation bar with links: HOME, FRDAP, ORCP, HRR, TRAIL-GO, and SMWWCO. The main content area is titled "WELCOME TO FDEP GRANTS" and contains a welcome message, a list of grant programs, and a "Quick Links" section. The footer contains contact information for the Florida Department of Environmental Protection.

**LOGIN**

HOME FRDAP ORCP HRR TRAIL-GO SMWWCO

### WELCOME TO FDEP GRANTS

The Florida Department of Environmental Protection (FDEP) is the state's lead agency for environmental management and stewardship, protecting our air, water and land.

This site allows you to review information for grant programs and submit applications for competitive grants. You can apply for the following grants using this system:

- Florida Recreation Development Assistance Program (FRDAP)
- Office of Resilience and Coastal Protection (ORCP), Resilient Florida Program
- Hurricane Restoration Reimbursement Grant Program (HRRGP)
- Stan Mayfield Working Waterfronts Capital Outlay Grant Program (SMWWCO)
- TRAIL-GO Local Trail Management Grant Program (TRAIL-GO)

In order to apply for a grant, view application status, or submit documentation you must be a registered user. Click the link below to register. FDEP recommends using Chrome while using this portal.

[Register as a FDEP Grants User.](#)

Select the grant program you are here for in the navigation pane to go to the correct home page for that grant program.

FDEP has a number of grant programs to assist in protecting our natural resources.

For information on other grant programs offered by the agency, please visit [ProtectingFloridaTogether.gov/grants](https://www.floridatogether.gov/grants).

#### Quick Links

- The Department of Environmental Protection (FDEP)
- Register for FDEP Grants
- Login to FDEP Grants
- FRDAP Grant Home

*Assistance is only available during regular business hours.*

Florida Department of Environmental Protection  
3900 Commonwealth Blvd.  
Tallahassee, FL 32399-3000



# SMWWCO GRANT PROGRAM

## FDEP GRANT PORTAL : APPLICATION PROCESS

3. Enter your username and password, then click “Log In”

*If you encounter issues, select "Forgot your password?" and follow the instructions.*

4. After logging in, you will be redirected to the FDEP Grant home screen.

5. Hover over the “SMWWCO” tab to:

- Navigate to the SMWWCO Home page
- Create/Edit SMWWCO Applications
- View Existing Applications





# SMWWCO GRANT PROGRAM

## SUPPORTING EXHIBIT DOCUMENTATION



Stan Mayfield Working Waterfronts Capital Outlay Grant Program  
Pre-Recorded Webinar





# SMWWCO GRANT PROGRAM

## EXHIBIT A: LICENSING/CERTIFICATIONS

### LICENSING/CERTIFICATIONS

**\*This is a required attachment for all applications\***

- Provide copies of all active/current business licenses and/or certifications as selected within the application on the Grant Portal.
- Copies of these licenses should be submitted as documentation for **‘Exhibit A’** and clearly labeled as such when attached in the application.

#### Example: Retail Saltwater Products Dealer License (RC)

- A Saltwater Retail Dealer license is required to sell any saltwater products to the end consumer.
- A retail dealer may purchase only from a wholesale dealer.
- *A copy of RC-28023 must be provided with the application.*

|                                         |                         |                                  |                                        |                                        |                                                                           |                                                                  |                                                                                              |                                     |                                  |                            |                                                    |       |       |
|-----------------------------------------|-------------------------|----------------------------------|----------------------------------------|----------------------------------------|---------------------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-------------------------------------|----------------------------------|----------------------------|----------------------------------------------------|-------|-------|
| 393-2102<br>RC-14592<br>(305) 670-3474  | 2215                    | RESIDENT                         | 2023-07-01                             | 2024-06-30                             | KENDALL BAIT & TACKLE INC                                                 | ARMIN                                                            | KENDALLBAITANDTACKLE1987@GMAIL.COM                                                           | MIAMI-DADE                          | 9402 S DIXIE HWY                 | MIAMI                      | FL                                                 | 33156 | 2934  |
| RC-219169<br>RC-16670<br>(850) 419-5278 | 22873<br>3441           | RESIDENT<br>RESIDENT             | 2024-02-06<br>2023-07-01               | 2024-06-30<br>2024-06-30               | SAVAGE LEROY C<br>MILLER FOOD INDUSTRIES INC                              | NATURECOASTOUTPOST@GMAIL.COM<br>EDISON P                         | CITRUS 6049 S SUNCOAST BLVD<br>PATGOATFEATHERS@YAHOO.COM                                     | HOMOSASSA<br>WALTON                 | FL 34446<br>3865 W CO HWY 30A    | (727) 608-6379<br>FL 32459 |                                                    |       |       |
| RC-28023<br>653-8030                    | 3829                    | RESIDENT                         | 2023-07-01                             | 2024-06-30                             | SCIPIO CREEK MARINA INC THURMAN A                                         | INFO@SCIPIOCREEKMARINA.COM                                       | FRANKLIN                                                                                     | 301 MARKET STREET                   | APALACHICOLA                     | FL                         | 32320                                              | 0398  | (850) |
| RC-217245<br>RC-213219<br>RC-215133     | 53542<br>67821<br>85461 | RESIDENT<br>RESIDENT<br>RESIDENT | 2023-07-01<br>2023-07-01<br>2023-07-01 | 2024-06-30<br>2024-06-30<br>2024-06-30 | WOLFE GERALD T<br>MURPHY-FINCH MARILYN<br>PANACEA AREA OYSTER COMPANY LLC | BECKYBEAR16@BELLSOUTH.NET<br>FISHMANFINCH@GMAIL.COM<br>TIMOTHY R | MIAMI-DADE 10605 SW 68TH AVENUE<br>DUVAL 2485 MONUMENT ROAD UNIT #7 & #8<br>TIM@OBREALTY.COM | MIAMI<br>JACKSONVILLE<br>PANACEA FL | FL 33156<br>FL 32225<br>FL 32346 | 3917<br>32225<br>0561      | (305) 667-9418<br>(904) 382-5635<br>(850) 567-9296 |       |       |



# SMWWCO GRANT PROGRAM

## EXHIBIT B: CONCEPTUAL SITE PLAN

# B

### CONCEPTUAL SITE PLAN

**\*This is a required attachment for Fixed Capital Outlay and Fixed portion of Combination Projects\***

- Applicants must submit a conceptual site plan displaying the areas and facilities to be developed as proposed in the scope of the application.
  - The site plan must correlate with the provided cost estimate and provide a boundary of the project area.
  - The site plan must clearly distinguish between facilities/opportunities currently existing; facilities proposed for funding in this application and facilities planned for future development.
  - Color code or clearly mark your site plan to indicate facilities that are existing, proposed for funding and planned for future development.
- Please be sure to clearly label these documents as ‘Exhibit B’ when uploading them to the application.





# SMWWCO GRANT PROGRAM

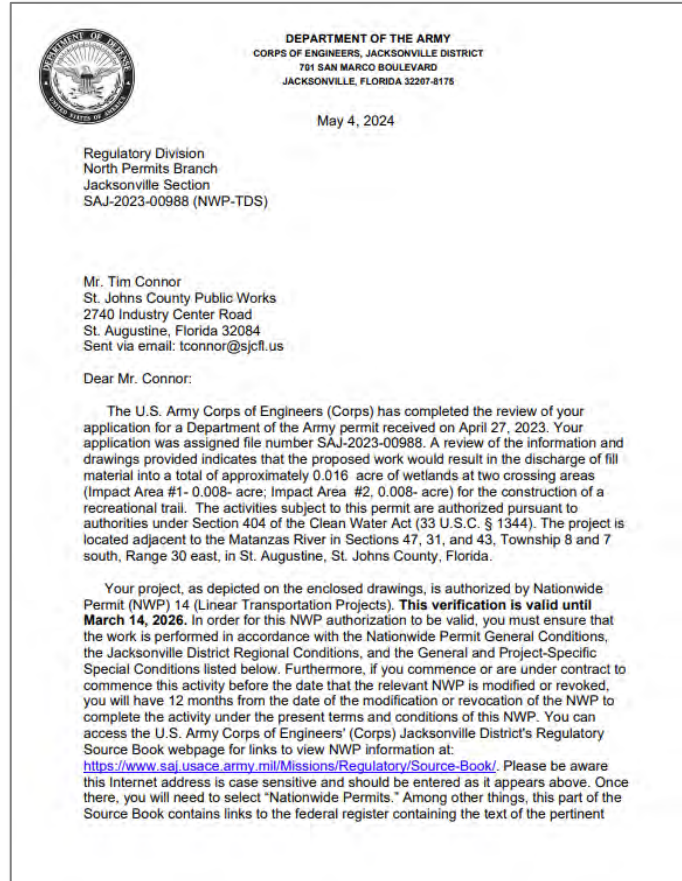
## EXHIBIT C: PERMITS

### PERMITS

C

**\*This is a required attachment for all applications\***

- Provide a summary of the permitting requirements to complete the project, including:
  - o Name of the permitting entity
  - o Whether any of the permits have already been issued for the project
  - o Estimated timeframe for obtaining required permits (if applicable)
- Permit-related costs for equipment installation are eligible for reimbursement if copies of all applicable permits are submitted with documentation.
- Applicants must secure all required permits before operating equipment to avoid enforcement actions and penalties.
- Copies of all required permits should be submitted as part of the application and clearly labeled as **'Exhibit C'**.







# SMWWCO GRANT PROGRAM

## EXHIBIT D: BUSINESS & VENDOR REGISTRATIONS

01/24/2014 1:36 PM  
Detail by Entity Name  
Florida Department of State  
Division of Corporations  
Sunbiz  
Detail by Entity Name  
Florida Creek Corporation  
SCPIO CREEK MARINA, INC.  
Entity Information  
Document Number: P97000099572  
FE/EN Number: 56-3473966  
Date Filed: 10/09/1997  
State: FL  
Status: ACTIVE  
Last Event: REINSTATEMENT  
Event Date Filed: 11/20/2005  
Physical Address  
351 MARKET STREET  
APALACHICOLA, FL 32320  
Mailing Address  
PO BOX 386  
APALACHICOLA, FL 32320  
Registered Agent Name & Address  
Name: Truman W. III  
Address: 351 MARKET STREET  
APALACHICOLA, FL 32320  
Name & Address  
Name: Truman W. III  
Address: 351 MARKET STREET  
APALACHICOLA, FL 32320  
01/24/2014 1:36 PM  
MyFloridaMarketplace Vendor Information Portal  
View Vendor Detail  
General Vendor Information  
Vendor Status: Active / Feb 23, 2012 Vendor ID# Name: Scpio Creek Marina, Inc. (NOT CONTESTED)  
Vendor Name: Scpio Creek Marina, Inc.  
Street Name (Doing business as):  
Dun and Bradstreet Number (DUNS):  
Website: http://www.scpiocreekmarina.com  
W9 Status: Valid W-9 on file  
DPS W9 last Update Date: Sep 23, 2011  
Business Designation: US Corporation  
Primary Place of Business: FL  
Certified Business Enterprise (CBE)  
Minority-Owned Business Designation: Women-Owned Designation: Non-Women  
Non-Minority Owned: Veteran-Owned Designation: Non-Veteran Owned  
Certification Date: Expiration Date:  
Solicitation Selection  
Registered to receive electronic solicitations: Yes  
Florida Terms of Use  
Accepted: 08/06/2006 by Shane Lee  
Contacts  
Contact Information  
Name: Email: Phone:  
AUSTIN WATKINS aw@scpiocreekmarina.com (850) 653-8020 Main  
Contact Responsibilities  
Name: VPO: Owner: Billing: Administration:  
1/24/2014 1:36 PM

# D

## BUSINESS AND VENDOR REGISTRATIONS

**\*This is a required attachment for all applications\***

- Proof of registration with Florida Department of State's Division of Corporations (*not applicable to governmental entities*): [dos.fl.gov/sunbiz](http://dos.fl.gov/sunbiz).
- Proof of registration with Florida Department of Management Services' MyFloridaMarketplace Vendor System: [vendor.myfloridamarketplace.com](http://vendor.myfloridamarketplace.com).
- Documentation of active registrations should be included with the application and clearly labeled as **'Exhibit D'**.



# SMWWCO GRANT PROGRAM

## EXHIBIT E: INSURANCE

# E

## INSURANCE

**\*This is a required attachment for all applications\***

- All facilities must be insured by carriers authorized or eligible to operate in Florida and maintain Commercial General Liability, Automobile Liability, and Workers' Compensation coverage. A current Certificate of Insurance must be included with the grant application.
- If the applicant is a Florida governmental entity, which is self-funded for liability insurance, then the applicant must provide in writing, on official letterhead, a statement from the applicant's Chief Financial Officer confirming the governmental entity as self-insured.
- Copies of the required insurance documentation should be submitted with the application and clearly labeled as **'Exhibit E'**.

| CERTIFICATE OF COVERAGE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Certificate Holder and Loss Payee<br>Florida Department of Environmental Protection<br>2900 Commonwealth Boulevard<br>Tallahassee, FL 32399-3000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                         | Service Company<br>Florida League of Cities, Inc.<br>Department of Insurance Services<br>P.O. Box 530886<br>Orlando, Florida 32853                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Issue Date: 8/14/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <small>COVENANTS</small><br>This is to certify that the agreement below has been issued to the described insured for the coverage period indicated. Notwithstanding any requirement, no coverage shall be provided under this agreement unless the insured has been properly licensed to do so in the State of Florida. The coverage provided in this agreement is subject to all the terms, conditions and exclusions of the policy.                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| COVERAGE PROVIDED BY: FLORIDA ASSOCIATION OF COUNTIES TRUST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| AGREEMENT NUMBER: FCT 1008                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | COVERAGE PERIOD: FROM 10/1/23                                                                                                                                                                                                                                                                                                                                                                           | COVERAGE PERIOD: TO 10/31/23 12:01 AM STANDARD TIME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| TYPE OF COVERAGE - LIABILITY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>General Liability</b><br><input checked="" type="checkbox"/> Comprehensive General Liability, Bodily Injury, Property Damage, Personal Injury and Advertising Injury<br><input checked="" type="checkbox"/> Errors and Omissions Liability<br><input checked="" type="checkbox"/> Medical Malpractice/Medical Directors' Malpractice Liability<br><input checked="" type="checkbox"/> Civil Rights Liability<br><input checked="" type="checkbox"/> Law Enforcement Liability<br><input checked="" type="checkbox"/> Uninsured/Underinsured & Collateral Hazard<br><input checked="" type="checkbox"/> Florida Claims (R/R Endorsement)<br><input checked="" type="checkbox"/> Deductible \$0,000<br><b>Limits of Liability</b><br>\$1,000,000 Per Occurrence/\$3,000,000 Aggregate | <b>Automobile Liability</b><br><input type="checkbox"/> All owned Autos (Private Passenger)<br><input type="checkbox"/> All owned Autos (Other than Private Passenger)<br><input type="checkbox"/> Hired Autos<br><input type="checkbox"/> Non-Owned Autos<br><input type="checkbox"/> Florida Claims (R/R Endorsement)<br><input type="checkbox"/> Deductible N/A<br><b>Limits of Liability</b><br>N/A |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <input checked="" type="checkbox"/> Employment Practices Liability<br><input checked="" type="checkbox"/> Deductible \$0,000<br><input checked="" type="checkbox"/> Employee Benefits Program Administration Liability<br><input checked="" type="checkbox"/> Deductible N/A<br><input type="checkbox"/> Florida Claims (R/R Endorsement)<br><b>Limits of Liability</b><br>\$1,000,000 Per Occurrence/\$2,000,000 Aggregate                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Description of Operations/Locations/Vehicles/Special Items<br>RE: Coverage Verification - Project 552 Multi-Use Park Renovation from 2nd to 2nd                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <small>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND DOES NOT REPRESENT A CONTRACT. THIS CERTIFICATE DOES NOT ALTER, EXTEND OR ALTER THE COVERAGE PROVIDED BY THE UNDERLYING POLICY.</small>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| ENDORSED ENDORSEMENT<br>FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS<br>33 MARKET STREET SUITE 203<br>APALACHICOLA FL 32309                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                         | CANCELLATIONS<br>NOTICE THAT ANY OF THE ABOVE DESCRIBED AGREEMENTS BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF. THE ISSUING COMPANY WILL INDEMNIFY TO BOND, AT DATE WHEN THE POLICY IS IN THE EFFECTIVE PERIOD, ANY LOSS OR DAMAGE TO THE POLICY, BUT NOT TO EXCEED THE AMOUNT OF THE POLICY. THE ISSUING COMPANY WILL INDEMNIFY TO BOND, AT DATE WHEN THE POLICY IS IN THE EFFECTIVE PERIOD, ANY LOSS OR DAMAGE TO THE POLICY, BUT NOT TO EXCEED THE AMOUNT OF THE POLICY. THE ISSUING COMPANY WILL INDEMNIFY TO BOND, AT DATE WHEN THE POLICY IS IN THE EFFECTIVE PERIOD, ANY LOSS OR DAMAGE TO THE POLICY, BUT NOT TO EXCEED THE AMOUNT OF THE POLICY.<br><i>Chen R. Rogers</i><br>AUTHORIZED REPRESENTATIVE |



# SMWWCO GRANT PROGRAM

## EXHIBIT F: W-9 FORM & SUBSTITUTE W-9 FILING

### W-9 FORM AND SUBSTITUTE W-9 FILING

**\*This is a required attachment for all applications\***

**F**

- All applicants (*private businesses and government entities*) are required to submit a copy of their W-9 form with the grant application and file the facilities substitute W-9 with My Florida Marketplace.
- If the facility has not yet filed their substitute W-9 please file it at: [flvendor.myfloridacfo.com](http://flvendor.myfloridacfo.com).
- Copies of both of these forms should be included with the application, clearly labeled as **‘Exhibit F’**, and must be valid and active at the time of submission.





# SMWWCO GRANT PROGRAM

## EXHIBIT G: VENDOR QUOTES

### VENDOR QUOTES

**\*This is a required attachment for all applications\***

G

- Applicants must submit two written quotes, from two different vendors, for any equipment or service costs that exceed \$2,500.
- Applicants are required to secure all goods and services related to this project in accordance with their adopted procurement procedures and applicable state requirements (section 287.057, Florida Statutes).
- All quotes require Department approval before starting work or purchases to ensure reimbursement eligibility and avoid penalties.
- Include and clearly label all task quotes as attachments with your application to support specific tasks and ensure proper review and procurement compliance.



# SMWWCO GRANT PROGRAM

## EXHIBIT H: PROJECT TIMELINE

### PROJECT TIMELINE

**\*This is a required attachment for all applications\***

- Provide an estimated project timeline for all activities associated with the funding request.
- Grant agreements are *typically* executed between September 1st –15<sup>th</sup>. Please note that approved applicants may start purchases once agreements are fully executed and a Notice to Commence has been issued.
- All programmatic funds will expire on July 1st.
- **There are no available extensions for project funding.**
- Project timeline should be included in the application as ‘**Exhibit H**’.

# H

#### SMWWCO GRANT PROJECT TIMELINE

##### NEW VESSEL PURCHASE

1. AUGUST 2025 – SUBMIT APPLICATION & CONSULT WITH DEP STAFF
2. SEPTEMBER 2025 – SIGN DEP GRANT AGREEMENT AND RETURN FOR EXECUTION
3. NOVEMBER 2025 – PURCHASE VESSEL
4. JANUARY 2026 – VESSEL DELIVERY TO MARINA
5. FEBRUARY 2026 – SUBMIT DOCUMENTS TO DEP FOR REIMBURSEMENT
6. APRIL 2026 – DEP SITE INSPECTION AND REIMBURSEMENT PROCESSING



# SMWWCO GRANT PROGRAM

## EXHIBIT I: SITE CONTROL – OWNED BY APPLICANT

### SITE CONTROL – OWNED BY APPLICANT

**\*This is a required attachment for Fixed Capital Outlay and Fixed portion of Combination Projects\***

- Submit a copy of the recorded ownership documentation, such as a warranty deed, that conveyed title to the property, including any attachments.
- If the property was dedicated via plat, submit a copy of the recorded plat.
- If there are **multiple parcels**:
  - Submit a list of all parcel numbers
  - Map showing boundary of all properties
  - Corresponding ownership documentation for all parcels
- This document should be clearly labeled as **‘Exhibit I’** and included with the application to verify the applicant’s legal authority to develop the proposed project site.





# SMWWCO GRANT PROGRAM

## EXHIBIT I: SITE CONTROL – LEASED BY APPLICANT

### SITE CONTROL – LEASED BY APPLICANT

**\*This is a required attachment for Fixed Capital Outlay and Fixed portion of Combination Projects\***

- Submit a copy of the lease or management agreement.
- The lease must allow the applicant to modify the project site as requested in the application's scope of work.
- If state owned lands are included in the development area, you must provide a copy of the lease and/or management plan. The provided documents must highlight the ability to use and develop public lands.
- Submit all related documentation as **'Exhibit I'**, clearly labeled and included with your application.

This Instrument Prepared By:  
Karen Lee Reedy  
Action No. 40930  
Bureau of Public Land Administration  
3900 Commonwealth Boulevard  
Mail Station No. 125  
Tallahassee, Florida 32399

BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND  
OF THE STATE OF FLORIDA

SOVEREIGNTY SUBMERGED LANDS LEASE RENEWAL

BOT FILE NO. 190030391

THIS LEASE is hereby issued by the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida, hereinafter referred to as the Lessor.

WITNESSETH: That for and in consideration of payment of the annual lease fees hereinafter provided and the faithful and timely performance of and compliance with all terms and conditions stated herein, the Lessor does hereby lease to Creamer Family, LLC, a Florida limited liability company, hereinafter referred to as the Lessee, the sovereignty submerged lands as defined in 18-21.003, Florida Administrative Code, contained within the following legal description:

A parcel of sovereignty submerged land in Section 26,  
Township 08 South, Range 08 West, in Scripto Creek,  
Franklin County, Florida, containing 8,805 square feet,  
more or less, as is more particularly described and shown  
on Attachment A, dated March 2, 2009.

TO HAVE THE USE OF the hereinabove described premises from December 2, 2019, the effective date of this lease renewal, through December 2, 2024, the expiration date of this lease renewal. The terms and conditions on and for which this lease renewal is granted are as follows:

1. **USE OF PROPERTY:** The Lessee is hereby authorized to operate a 19-slip commercial docking facility with 6 slips on state-owned submerged land and 13 slips on privately-owned submerged land together with two marginal docks, to be used exclusively for mooring of commercial and recreational vessels in conjunction with an upland 110 dry slip storage facility, marina office and store, and a restaurant, with fueling facilities, with a sewage pumpout facility if it meets the regulatory requirements of the State of Florida Department of Environmental Protection or State of Florida Department of Health, whichever agency has jurisdiction, and without liveboards as defined in paragraph 26, as shown and conditioned in Attachment A. All of the foregoing subject to the remaining conditions of this lease.

2. **LEASE FEES:** The Lessee hereby agrees to pay to the Lessor an annual lease fee of \$1,584.64, plus sales tax pursuant to Section 212.031, Florida Statutes, if applicable, within 30 days of the date of receipt of the invoice. The annual fee for the remaining years of this lease shall be adjusted pursuant to provisions of Rule 18-21.011, Florida Administrative Code. The State of Florida Department of Environmental Protection, Division of State Lands (the "Division") will notify the Lessee in writing of the amount and the due date of each subsequent annual lease payment during the remaining term of this lease. All lease fees due hereunder shall be remitted to the Division as agent for the Lessor.

[07]





# SMWWCO GRANT PROGRAM

## GRANT LIFECYCLE AND REIMBURSEMENT PROCESS



Stan Mayfield Working Waterfronts Capital Outlay Grant Program  
Pre-Recorded Webinar





# SMWWCO GRANT PROGRAM

## GRANT LIFECYCLE

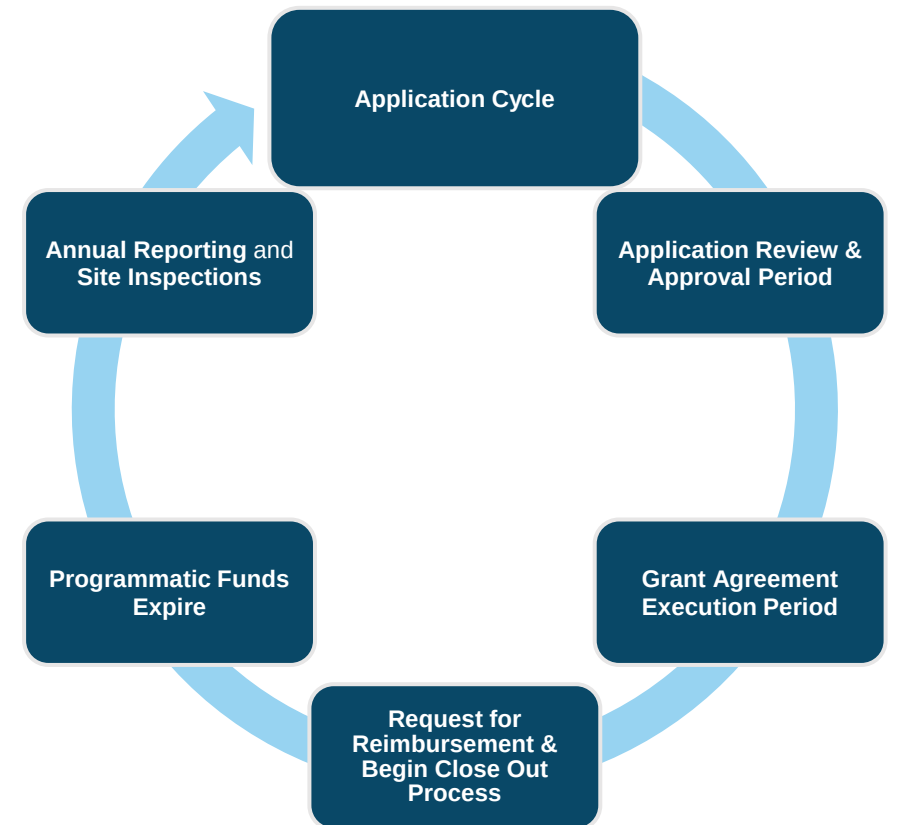
The SMWWCO Grant Program application window will vary from each cycle.

First-come, first-served review; only complete and eligible applications will be considered.

Approved applicants must submit a request for reimbursement no later than April 30th, which will initiate the closeout process.

All program funds will expire on July 1st, no extensions will be granted.

Post-completion requirements include annual reporting for four years and may include site inspections until the grant is officially closed.





# SMWWCO GRANT PROGRAM

## REIMBURSEMENT PROCESS

- Approved applicants must submit a request for reimbursement no later than April 30th.
- Applicants are strongly encouraged to submit reimbursement requests as a single, comprehensive package that includes all approved line-item tasks as outlined in the original grant application.
- Reimbursement requests must meet a minimum threshold of \$5,000.
- Reimbursements will only be issued after the grant agreement is fully executed and once the expenses have been incurred and fully paid. Required documentation includes:
  - o Exhibit A – Payment Request Summary Form
  - o Supporting Documentation – Paid invoices and full proof of payment (*i.e., cleared checks and transaction records*)
  - o Exhibit B – Property Reporting Form (*required if any single item exceeds \$5,000 in value*)
- Grantees are strongly encouraged to enroll in direct deposit via [MyFloridaMarketPlace \(MFMP\)](#) for faster, more secure reimbursement payments. Paper checks are subject to mail delays and potential delivery issues.
- Periodic site inspections may be conducted to verify project work and fund use.



# SMWWCO GRANT PROGRAM

## POST COMPLETION REQUIREMENTS

### **ANNUAL REPORTING**

- Grant recipients must submit annual progress reports for a period of four years following the execution of a grant agreement until the grant is closed.
- Progress reports shall identify project activities that are complete, and the progress achieved in meeting the goals outlined in the project application.

### **DEP SITE INSPECTION(S)**

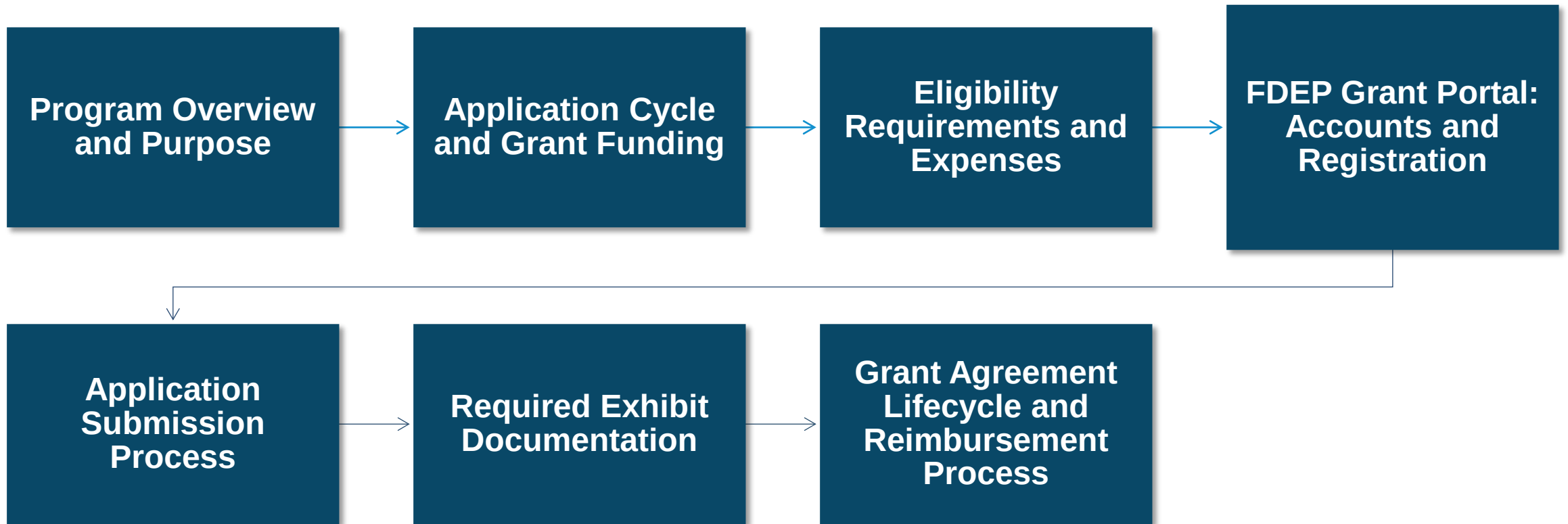
- Applicants must commit to allowing the DEP to conduct site inspections throughout the grant agreement period and within the subsequent four years following final invoicing until the grant is closed.





# SMWWCO GRANT PROGRAM

## PROGRAM SUMMARY





# We thank you for your participation!



## SMWWCO Team

Division of State Lands — State-Owned Land Inventory  
Florida Department of Environmental Protection

Contact Information:

[SMWorkingWaterfrontsCO@FloridaDEP.gov](mailto:SMWorkingWaterfrontsCO@FloridaDEP.gov)





# SMWWCO GRANT PROGRAM

## VISIT OUR WEBPAGE

Visit the Stan Mayfield Working Waterfronts Capital Outlay (SMWWCO) Program webpage to access the Application Guidance and other helpful resources. These materials provide important information on program requirements, eligibility, required documentation, and the application process to help you prepare a complete and successful application.

<https://floridadep.gov/lands/land-and-recreation-grants/content/stan-mayfield-working-waterfronts-capital-outlay-smwwco-1>