

HOW TO BECOME AN APPROVED SPONSOR

The Community Contribution Tax Credit Program (CCTCP) encourages Florida corporations to make donations toward community development and low-income housing projects. To qualify as a sponsor, your organization is required to meet the following criteria:

Be one of the following:

- Community Action Program
- Community Development Corporation
- Neighborhood Housing Services Corporation
- Local Housing Authority
- Community Redevelopment Agency
- Historic Preservation District Agency or Organization
- Regional Workforce Development Board (formerly Private Industry Council)
- Direct-Support Organization (DSO)
- Enterprise Zone Development Agency
- Non-profit corporation affiliated with economic/community development efforts
- Unit of State or Local Government
- School Board
- Sponsor a project to construct, improve, or substantially rehabilitate housing, commercial, industrial, or public facilities, or to promote entrepreneurial or job development opportunities for low-income persons.
- Sponsor an eligible project in an area designated as a Florida Enterprise Zone (low income housing projects do not need to be located in a Enterprise Zone to qualify).

Interested organizations must submit a proposal to the Office of Tourism, Trade and Economic Development (OTTED) with the following information:

1. A copy of your organization's articles of incorporation, by-laws, or other documentation establishing eligibility as a sponsor.
2. A project narrative describing the eligible activity and listing the type(s) of contributions to be sought and their intended use.
3. Documentation that the project is located in an Enterprise Zone.
4. A resolution from the local government (where the project is located) stating that the Project is consistent with local plans and regulations (including comprehensive plans).

Once your agency has received written approval from OTTED, you may begin accepting eligible contributions. Project approval expires on June 30 of each year. A sponsor must be recertified for each subsequent year to continue to be eligible to accept contributions.

FOR MORE INFORMATION CONTACT:

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