

City of Dunkirk

Department of Planning & Development

342 Central Avenue
Dunkirk, NY 14048

Phone: 716-366-9876
Fax: 716-363-6460

Dunkirk Department of Development and Planning was awarded with \$250,000 in grant funds from New York for building improvements, including both exterior and interior improvements, and **we want to help you fund your projects**. We encourage you to participate and allow us to help you put new life into our community by eagerly funding your revitalizing improvements.

The New York main Street program (NYMS) is administered by the Office of Community Renewal (OCR) under the direction of the New York State Housing Trust Fund Corporation (HTFC). HTFC contracts with NYS Homes and Community Renewal (HCR) to administer the Corporation's activities and manage its affairs. Article XXVI of the Private Housing Finance Law defines the objectives and requirements of the New York Main Street program. NYMS provides funds to stimulate reinvestment in properties located within missed-use commercial districts located in urban, small town, and rural areas of New York State. NYMS is a comprehensive grant program that provides funding for local revitalization efforts and technical assistance to help communities build the capacity required to grow their downtown or neighborhood retail district. A combination of capacity and capital is needed to revitalize Main Streets across the state. The NYMS program is designed to help address these needs.

Participating property owners may be provided with matching grants for exterior façade and storefront renovations or interior renovations for commercial or residential units. All work must comply with the standards of the State Office of Parks, Recreation and Historic Preservations, for properties eligible for the historic register, and with local design guidelines. Funds for Streetscape enhancement may be requested on as an ancillary activity to building renovation activities. Streetscape enhancement funds may be used for activities such as planting trees; installing street furniture and trash receptacles, providing appropriate signs in accordance with local signage plan, and performing other appurtenant activities to enhance the NYMS target area (100 & 200 Blocks of Central Avenue Dunkirk, NY).

Please fill out the provided application with property owner information, property information, matching funds, rehabilitation impact, and signature. The ranking criteria sheets are provided for information purposes only. This will explain exactly what the program is basing their selections on. Disposition on completed applications will be advised within 30 business days of the submission date.

A meeting will be held on **Wednesday, November 20, 2013 @ 6:00 at the SUNY Fredonia Technology Incubator**, 314 Central Avenue, Dunkirk NY to present detailed information and answer questions of the community.

Applications are due by January 15th, 2014 and will be available in the Department of Development, 338 Central Ave, Suite 210, Dunkirk, NY, Dunkirk Free Library, 536 Central Ave, Dunkirk, NY, Chamber of Commerce, 10785 Bennett Rd, Dunkirk, NY, or online at:

<http://www.dunkirktoday.com/city-offices/planning-and-development/programsprojects>

Any additional questions or concerns please contact

Thank you

A handwritten signature in black ink that reads "Lacy Lawrence". The signature is written in a cursive, flowing style.

Lacy Lawrence
Deputy Director of Planning & Development
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APPLICATION FOR MAIN STREET NY GRANT PROGRAM

Property Owner Information

NAME _____ SOC.SEC.# _____

NAME _____ SOC.SEC.# _____

NAME _____ SOC.SEC.# _____

MAILING ADDRESS _____

PHONE NUMBER(S) _____ WORK PHONE _____

Property Information

DUNKIRK PROPERTY ADDRESS _____

COLOR & TYPE OF BUILDING _____

CURRENT USE OF BUILDING _____

WHICH REHAB ACTIVITIES ARE YOU SEEKING GRANT FUNDS FOR?

_____ FAÇADE IMPROVEMENTS _____ BUILDING RENOVATIONS

_____ UPPER FLOOR RESIDENTIAL

PROPOSED IMPROVEMENTS (DESCRIBE)

READ BEFORE SIGNING

I, _____, HEREBY CERTIFY THAT I/WE AM/ARE THE OWNER(S) OF THE PROPERTY TO BE REPAIRED.

I UNDERSTAND THAT NO WORK IS TO BE STARTED UNDER THE MAIN STREET NY PROGRAM UNTIL I AM GIVEN WRITTEN AUTHORIZATION BY DUNKIRK DEPARTMENT OF DEVELOPMENT. I FUTHER ACKONWLEDGE THAT THE MAIN STREET NY PROGRAM AND DUNKIRK DEPARTMENT OF DEVELOPMENT ARE IN NO WAY RESPONSIBLE FOR ANY DEBTS RESULTING FROM WORK COMMENCED PRIOR TO RECEIVING THIS WRITTEN AUTHORIZATION.

I UNDERSTAND THAT THE PROGRAM LIMIT IS UP TO \$50,000 PER BUILDING FOR COMMERCIAL RENOVATION AND UP TO \$100,000 PER BUILDING IF IT INCLUDES RESIDENTIAL REHABILITAION. ANY REPAIRS IN EXCESS OF THESE LIMITS ARE MY RESPONSIBILITY.

I UNDERSTAND THAT THIS IS A REIMBURSEMENT PROGRAM AND THAT I NEED TO SHOW PROOF OF AVAILABLE FUNDING BEFORE ANY CONTRACTS MAY BE SIGNED. ALL FUNDS FOR THE PROJECT MUST BE PLACED IN ESCROW TO HOMSITE PRIOR TO ANY CONTRACT SIGNING.

I UNDERSTAND THAT THIS IS A MATCHING GRANT PROGRAM, AND THAT MAIN STREET NY FUNDS MUST BE MATCHED AT 25% RESPONSIBILITY OF THE BUILDING OWNERS AND 75% RESPONSIBILITY OF THE GRANT. I UNDERSTAND FURTHER THAT HALF MY REQUIRED MATCH MAY COME FROM OTHER STATE OR FEDERAL SOURCES.

I UNDERSTAND THAT A BUILDING PERMIT MUST BE OBTAINED FROM THE LOCAL BUILDING CODE OFFICIAL BEFORE WORK MAY COMMENCE. MY SIGNATURE BELOW AUTHORIZES THE LOCAL BUILDING OFFICIAL TO HAVE ACCESS TO MY PROPERTY IN THE PERFORMANCE OF THEIR DUTIES.

I UNDERSTAND THAT THE NAMES OF MAIN STREET NY GRANT RECIPIENTS ARE PUBLIC RECORD. I AGREE TO ALLOW DUNKIRK DEPARTMENT OF DEVELOPMENT THE RIGHT TO USE MY/OUR NAMES AND PICTURES OF MY BUILDINGS FOR PUBLICITY PURPOSES.

I UNDERSTAND THAT A LIEN WILL BE FILED ON MY PROPERTY REQUIRING THAT I OR FUTURE OWNERS MAINTAIN GRANT FUNDED IMPROVEMENTS FOR A 5-YEAR DURATION.

I HEREBY CERTIFY THAT ALL INFORMATION I HAVE PROVIDED IN AND WITH THIS APPLICATION IS COMPLETE, TRUE AND CORRECT.

I HAVE READ THE ABOVE STATEMENTS AND AGREE TO ABIDE BY THEM.
(ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION).

SIGNATURE

SIGNATURE

SIGNATURE

DATE

DATE

DATE

THIS IS AN EQUAL OPPORTUNITY PROGRAM
DISCRIMINATION IS PROHIBITED BY FEDERAL LAW

PLEASE ATTACH THE FOLLOWING ITEMS TO THIS APPLICATION:

- 1) **COPY OF DEED/ABSTRACT**
- 2) **CURRENT PAID SCHOOL, COUNTY AND VILLAGE TAX RECEIPTS**
- 3) **PROOF OF PROPERTY INSURANCE**

**AN APPLICATION WILL NOT BE PROCESSED UNTIL
ALL DOCUMENTATION IS SUBMITTED.**

FILE #: _____

TOTAL SCORE: _____

NAME: _____

1. Creates residential space (up to 5 points) – If your project creates new residential space, you can score points in this section. We will assess the following:

- How many units will be created?
- What size are the units (how many bedrooms)?

SCORE: _____

2. Enhances existing residential space (up to 5 points) – If your project will enhance existing residential space, we will assess the following:

- How many units will you be renovating?
- What size are the units (how many bedrooms)?

SCORE: _____

3. Brings money into Downtown economy (up to 15 points) – Addressing the priorities of bringing in residents and creating jobs are two ways to score points in this section. In addition, we will look for the following:

- Will you be selling new products or services out of your renovated space?
- Are these new products or services in *addition* to existing products and services?
- How much more money will your project bring into the Downtown economy?

SCORE: _____

4. Immediate action needed to stop deterioration of existing space (up to 10 points) - We will assess your project along following lines:

- Is interior in immediate need of repair?
- Will interior of building deteriorate quickly if something is not done now?

SCORE: _____

5. Visibility / Overall impact of project (up to 15 points)

- Will improvements be noticeable to general public?
- To what degree will it be noticeable?

SCORE: _____

6. Creates jobs (up to 15 points) – We will assess your project along the following lines;

- Will renovations allow you to expand your business or allow a business to move into the renovated space?
- Will business expansion lead to new jobs?
- How many jobs will be created?

SCORE: _____

7. Makes use of space that is currently not being used (up to 10 points) – If the space you are renovating is currently not being used, you can score points in this section. Your project will be assessed on how you make use of this unused space.

SCORE: _____

8. Enhances building infrastructure (up to 10 points) – The infrastructure (phone lines, wiring, cable connections, etc.) of many buildings is currently out-of-date, making it difficult to attract businesses. You can score points in this section by installing modern phone lines, cable, wiring, and internet connections as part of your project.

SCORE: _____

9. Adherence to SHPO standards (up to 5 points) – Keep in mind that SHPO will need to approve your designs. We will not require anything above and beyond what SHPO will require.

SCORE: _____

10. Proof of funding (up to 10 points) –

SCORE: _____

TOTAL SCORE: _____