

Village of Springville – 2015-2017 NY Main Street Program Application

DUE DATE IS FEBRUARY 18, 2016 AT 3PM – VILLAGE HALL

The Village was awarded a \$300,000 New York Main Street (NYMS) Program grant for 2 Target Areas. Property Owners will complete this application form to request NY Main Street funds to a maximum of \$50,000 to reimburse their building renovation expenses (additional \$25,000 for new residential units on upper floors). NY MAIN STREET is a reimbursement program, upon inspection and payment of contractors of all approved scope of work, the project is submitted to NY Main Street for your reimbursement.

TOTAL PROJECT BUDGET \$ _____

AMOUNT OF GRANT REQUEST \$ _____

A. APPLICANT INFORMATION*

Name of owner: _____

Mailing address: _____

PHONE #'S BUS: CELL #

E-mail: _____

** IF THE APPLICANT IS A BUILDING TENANT, THE PROPERTY OWNER MUST PROVIDE A LETTER STATING THAT THE PROPOSED IMPROVEMENTS ARE PERMISSIBLE.*

B. Business and Property Information

1. Address of property: _____

2. Name of business(es): _____

3. Number of Commercial Units _____

4. Number of residential Units _____

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C. Financial Information

1. Is there a mortgage? _____ Yes _____ No Are payments current? _____
Who holds the mortgage? Name: _____
Address: _____
2. Are there any liens, other than the above listed mortgage? ___ Yes ___ No
If yes, describe.

3. Are all Taxes paid to date? ___ Yes ___ No
If no, which taxes are not current? _____
4. Do you have fire insurance on the property? ___ Yes. ___ No
5. Will you need financing for these building improvements? ___ Yes. ___ No
5. If YES, is financing in place to begin this work? ___ Yes. ___ No
Please attach source of financing (bank letter, line of credit, etc)

D. Provide Scope of Work Detail

What improvements do you wish to make to your building? List in priority order beginning with top priority as (1). Attach an additional page if necessary.

1. _____
2. _____
3. _____

1. Estimated Total Budget for the project -_

2. Will you perform this work if you do not receive grant support? ___ Yes ___ No
3. Attach all supporting documents including renderings, drawings, product specifications and/or contractor quotes

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E. Copy of Deed – please provide a copy of the deed for the property

F. Conflict of Interest

1. Are you an official, employee, agent, consultant or member of any board or agency of the Village of Springville? Yes _____ No _____

If yes, please describe your position: _____

ATTACHMENT CHECKLIST:

1. OWNERSHIP – COPY OF DEED
2. PROOF OF FINANCING – BANK LETTER
3. COST ESTIMATES – PROJECT BUDGET
4. COPIES OF ANY QUOTES / BIDS YOU HAVE RECEIVED*
* you will need two bids for work proposed, you do not have to accept the lowest bid, but the grant will reimburse the lower amount
5. PROOF OF PROPERTY INSURANCE
6. RENDERINGS, DRAWINGS OF PROPOSED IMPROVEMENTS

NY MAIN STREET IS A REIMBURSEMENT PROGRAM, ALL APPROVED SCOPE OF WORK MUST BE COMPLETED AND PAID IN FULL, UPON INSPECTION, REIMBURSEMENT WILL BE SUBMITTED TO NYS FOR PAYMENT TO YOU.

Please review the certifications on the following page, which are part of this application, before signing below. Compliance with the certifications and all other Building Improvement Program procedures is required. All owners must sign.

Signature

Signature

Printed Name

Printed Name

Date

Date

Any ? – contact Grant Administrator –

Alma Brown 852-2020 / almabrown@cbca.email

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Ownership

I / We hereby certify that I/we own the property to be improved. If any changes in ownership should occur from this date forward, I/we agree to notify the Village of Springville immediately. The new owner may assume the Property Maintenance Declaration.

Application Information

To the best of my/our knowledge, all of the application information I/we have provided is true and correct. I/We understand that any willful misstatement of material fact will be grounds for disqualification. The Village of Springville is hereby granted permission to verify any of the information in the application in any appropriate manner.

Taxes

I / We understand that all taxes must be paid for the property to be improved with New York Main Street Program resources and for all other properties in the Village of Springville owned wholly or in part by me/us. I/We understand that no New York Main Street Program contracts will be signed unless all taxes and service charges are current.

Contracts

I / We understand that any contract for work paid for in part by the New York Main Street Program will be between the contractor and myself/ourselves and I/we should **NOT SIGN ANY CONTRACT FOR WORK UNDER THIS PROGRAM UNTIL AUTHORIZED TO DO SO IN WRITING BY THE VILLAGE OF SPRINGVILLE.**

I / We understand that the receipt of New York Main Street Program funding is subject to satisfactory completion of the approved work. I / We also understand that the Village of Springville is not responsible or liable for any breach of contract, faulty workmanship, accidents, liability or damage that may arise from my/our relationship with the Contractor. I/We further understand that the Contractor cannot begin work on my/our property until a **WRITTEN NOTICE TO PROCEED** is issued to me/us and the Contractor by the Village of Springville. The written Notice to Proceed will be provided when all conditions are met and all necessary approvals received by the Village.

Competitive bids will be solicited for all of the New York Main Street projects with outreach to MWBE contractors. I / we understand that if I / we choose a qualified contractor who is not the lowest bidder, the reimbursement will be based on the lowest bid.

To help boost our local economy, please remember to “Buy Local” and engage local businesses and contractors for your NY Main projects!