

City of Plattsburgh

Downtown Revitalization Initiative:

Downtown Grant Program (DGP)

PLEASE NOTE THAT THIS APPLICATION MUST BE SUBMITTED TO:

City of Plattsburgh
ATTN: Community Development Office
City Hall
41 City Hall Place
Plattsburgh, New York 12901

DUE ON OR BEFORE: 4:00PM, December 15, 2017

Contact:

Paul DeDominicas at (518) 536-7509 or
dedominicasp@cityofplattsburgh-ny.gov
With any DGP Application Questions

City of Plattsburgh, New York
Downtown Grant Program

Application Form

PART I. APPLICANT INFORMATION

Applicant Name: _____

Applicant Mailing Address: _____

Business Name: _____

Business Address: _____

Applicant Telephone: (____) _____-_____

Applicant Email Address: _____

PART II. BUILDING & PROJECT INFORMATION

I am applying for a grant to (check all that apply):

- Create residential/rental housing
- Renovate housing (upper level)
- Renovate housing (non-upper level)
- Façade improvements
- Renovate/Improve retail space in mixed-use building
- Pre-Development Technical Assistance Project
(Note: Cannot be combined with any other projects)
- Other (specify below) _____

Building Construction (check one):

- Wood Frame
- Masonry/Brick

❑ Other _____

Number of Stories: _____

Number of Storefronts: _____

First Floor	# of units occupied	# vacant units	square feet of vacant space
Retail			
Commercial/Office			
Residential			

Second Floor	# of units occupied	# vacant units	square feet of vacant space
Retail			
Commercial/Office			
Residential			

Third Floor	# of units occupied	# vacant units	square feet of vacant space
Retail			
Commercial/Office			
Residential			

Current Retail or Commercial Tenants:

1. _____

4. _____

2. _____

5. _____

3. _____

6. _____

If applicable, describe current use(s) of building (be specific – commercial, mixed use, housing, vacant, etc.):

Proposed work will involve (check all that apply):

- Front of Building
- Rear of Building
- Side(s) of Building
- Interior Residential
- Interior Commercial/Retail

If façade work is included, is it visible from public right-away (visible to pedestrian or vehicular traffic)?

- Yes
- No

Will the project transform/use a currently vacant space?

- Yes
- No

If applicable, are rental units in the building currently occupied? Yes No

Number of “rental ready” units currently in the building: _____

Number of “rental ready” units that will exist in the building following project: _____

Current, total occupancy rate (# and %) of building: _____

Projected, total occupancy rate (# and %) of building following project: _____

Average monthly rental rate for current units: _____

Anticipated average monthly rental rate for units following project: _____

Summarize the status of any ongoing project financing identified in the "Other Sources of Funds" column above.

If applicable, who will be responsible for completing the proposed building improvements?

If the application is solely for technical assistance, please indicate which future funding opportunity will be pursued and include tentative project goals/timeline.

Are architectural designs completed? Estimated Cost of Architectural Designs \$_____

Yes (Please attach cost estimates, if applicable)

No

**Please attach a photo of the building and project area to this application*

PART IV. CITY'S PRIORITIES

The City of Plattsburgh envisions the creation of a year-round occupied, permanent neighborhood downtown. Priorities of the Downtown Grant Program are as follows:

1. Those which partake in major, restorative renovations of existing buildings
2. Those which create market-rate residential, rental units in vacant or underutilized upper-level properties
 - a. No portion of residential units renovated will remain vacant, underutilized, or in disrepair
3. Those which encourage permanent, year-round residency Downtown in upper-level properties
 - a. Measured by high-quality* units available for residents following project completion
**Designs/design finish will be subject to approval*
4. Those which improve interior conditions of existing rental units
5. Those which utilize an energy efficient design

I/We certify that all information contained herein or attached is to the best of my/our knowledge complete and accurate and has been furnished for the purpose of obtaining funds under the City of Plattsburgh's Downtown Grant Program. I/We understand that this information will be used to assess my/our proposed project and that additional information may be requested in order to rate and rank the project in accordance with funding criteria. I/We agree to abide by all requirements set forth or to be set forth in connection with the DGP.

In addition, I/we understand that falsification of any item contained herein or fraudulent misrepresentation of my/our business and its processes could result in criminal and/or civil penalties applicable under or pursuant to local, state, and federal laws. I/We agree that verification of any information contained herein, or to be provided in support of this grant request, may be obtained by any means the City determines is appropriate, and a formal credit check may/can be undertaken by any source deemed appropriate by the City.

I/We am familiar with the guidelines and requirements of the DGP including the requirement to provide a minimum 10% match. I/We verify that I/we have all necessary funding to provide this match and commit it to the project. I/We understand that if the budget for my project exceeds the maximum amount of my grant award, that I/we will be responsible for providing such additional funds.

Applicant Signature: _____ Date: _____
Applicant Printed Name: _____

Applicant Signature: _____ Date: _____
Applicant Printed Name: _____

Applicant Signature: _____ Date: _____
Applicant Printed Name: _____

Applicant Signature: _____ Date: _____
Applicant Printed Name: _____