

Village of Montgomery

NY FORWARD

Small Project Fund Interest Form

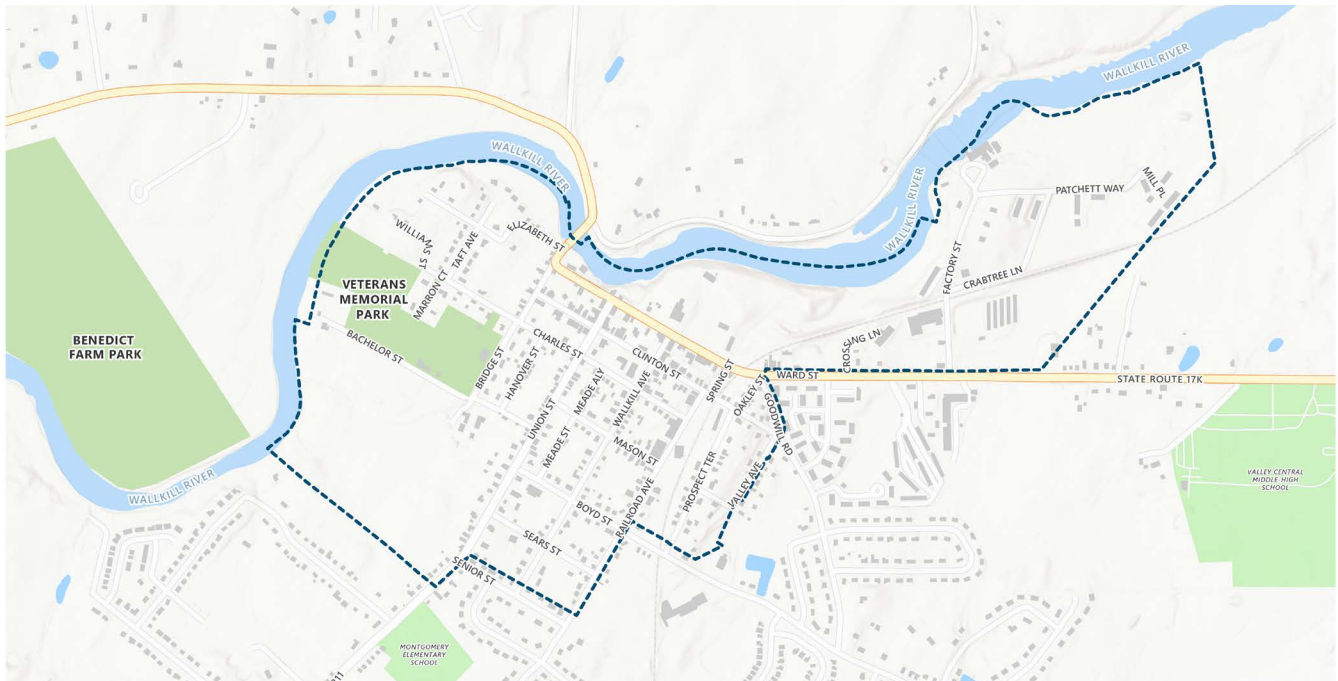
Do you own a business or property in Montgomery's NY Forward boundary (below)?

Do you have a building or business in need of smaller-scale improvements such as interior and exterior renovations or permanent equipment acquisition?

The Small Project Fund is a type of NY Forward project that could help fund a range of improvements in a downtown, such as building improvements (e.g., facades, interior fit-out, HVAC, etc.), business assistance (e.g., permanent equipment acquisition), or public art.

For the Small Project Fund to be included in the slate of proposed NY Forward projects submitted to the State, it is important to document interest in it. The NY Forward Local Planning Committee is seeking letters of interest from business and/or property owners to show that there are property and/or business owners interested in participating in this program.

However, submitting a letter of interest does not guarantee that a community will apply for a Small Project Fund as part of NY Forward. The project sponsor (e.g, the municipality or business improvement district) will also have to demonstrate interest and capacity to implement a Small Project Fund. Additional information about eligibility and requirements for the Small Project Fund can be found on Page 1.



A letter of interest (pages 2-3) must be submitted to the NY Forward Project Team electronically at MontgomeryNYF@vhb.com or to Deborah Delgado at Village Hall via hand-delivering or mail.

5:00pm on Monday, July 15, 2024

Small Project Fund Eligibility Requirements & Conditions

Eligible activities include:

- Interior and exterior building renovations for commercial and mixed-use spaces, e.g. façade/storefront renovations, permanently affixed signage and awnings, commercial interior fit-out, HVAC, mechanical, electrical, or plumbing, and other permanent building improvements
- Upper-story residential improvements
- Business assistance / permanent commercial machinery and equipment
- Soft costs - architecture, engineering, and environmental review services as related to the improvements
- Public art

Ineligible activities include:

- Property acquisition
- Deferred maintenance or general repairs
- Working capital
- Landscaping
- Improvements to municipally owned or operated buildings
- Participant, participant's family, or participant's staff labor

Conditions

- The minimum match requirement is 25% of the total project cost meaning the business and/or property owner may receive reimbursement up to 75% of total eligible costs.
- This is a reimbursement program meaning that property or business owners must complete their projects (complete project scope, pay all contractors in full, and submit invoices and proof of payment) before receiving any reimbursement.
- Project awards are generally between \$25,000 and \$100,000 per building/project, with the grant request not to exceed 75% of the total eligible project cost.

Montgomery's Vision and Goals

The following draft vision and goals were established by the Montgomery's Local Planning Committee (LPC) using feedback received from the public during earlier public engagement events. Alignment with the Montgomery's vision and goals will be a criteria that the LPC will be using to evaluate submitted projects through the Call for Projects and should be considered for when submitting the letter of interest for the Small Projects Fund.

Draft Vision for Downtown

Montgomery is a quaint historic village with a strong sense of community and a picturesque location along the Wallkill River. Residents cherish the small-town charm, collaborative spirit, and abundance of community-oriented events as well as its beautiful period architecture.

Downtown Montgomery will be a connected, safe, and walkable community with inviting parks and green spaces, preserved historic character, and a diverse and thriving business community and amenities for residents and visitors of all ages. The Village will honor its past while making the community a better place for generations to come.

Draft Goals for Downtown Revitalization

1. Enhance Pedestrian Connectivity: Foster a walkable, vibrant community that encourages a safe pedestrian experience that builds upon the unique character of Montgomery, while connecting the gateways, the downtown, and the Wallkill River waterfront.
2. Strengthen Economic Vitality: Build a foundation for Montgomery to become a regional destination by improving the vibrancy of the downtown, capitalizing on existing businesses, and sustainably adding new offerings to encourage spending extended time in the downtown.
3. Reimagine Our Parks and Open Space: Create and implement a cohesive vision for parks and open space assets in the downtown so that they remain accessible to all users, provide diverse spaces for programming and activities, and meet the needs of current and future generations.
4. Capitalize on the Historic and Cultural Assets: Expand upon the existing historic and cultural assets to provide additional resources and gathering spaces for community-oriented events for residents and visitors of all age groups.

Letter of Interest Instructions

If you are interested in submitting a letter of interest for a small project, please review the contents on the following pages and fill in the boxes with the information specific to your project. Submitting this letter of interest will serve as demonstration of demand for a Small Project Fund.

Questions regarding the Small Project fund can be directed to the NY Forward Project Team at MontgomeryNYF@vhb.com.

Letter of Interest

To the Montgomery NY Forward Local Planning Committee,
I am writing to confirm my interest in participating in Montgomery's Small Project Fund.
I own or lease the property located at

I am interested in making improvements to my property/business, which would contribute to the revitalization of not only my property, but also the Montgomery NY Forward Area. The scope of my proposed project includes the following:

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I understand the submittal of this letter of interest does not guarantee funding, and I will be required to submit an application to the administering entity of the Fund, if the project is selected for funding through NY Forward

I anticipate the total project cost to be approximately \$ _____, for which I understand I would be eligible for a maximum reimbursement of up to 75% of the total eligible costs. I understand that deferred maintenance and general repairs are not eligible improvements. Additionally, if awarded, I understand that upon completion of the proposed scope of work, this project will result in a finished space ready for occupancy. I also understand that this is a reimbursement program, meaning I must complete all the work in the approved project scope, pay all contractors in full, and submit invoices and proof of payment before receiving the grant.

My project includes the following activities/improvements and associated estimated costs:

Activity / Improvement	Cost
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total project cost	\$
Total NY Forward funding request	\$

Without the reimbursement to defray 75% of the project cost, I will be unable to permanently commit this amount of money toward the costs of these improvements.

I realize that to be eligible for these funds, I will need to undertake these improvements in cooperation with Montgomery’s design guidelines and building and zoning codes, as applicable, State procurement and environmental requirements, and complete the work in a timely manner, within 36 months of the State’s grant announcement.

Name:

Address:

Signature: _____

→ To submit via email:

Email your completed letter to the NY Forward project team at MontgomeryNYF@vhb.com

→ To submit a hard copy, mail or hand-deliver to:

Village Hall
133 Clinton Street
Montgomery, NY 12549

If mailing, send to Deborah Delgado

If hand-delivering, deliver to Deborah Delgado.

Deadline for Submission:

5:00pm on Monday, July 15, 2024