



Department of State
Downtown Revitalization
Initiative & NY Forward

LOCAL PLANNING COMMITTEE MEETING #1



NY FORWARD

JULY 15, 2026

AGENDA

1. Welcome and Introductions
2. Code of Conduct Refresher
3. Roles and Responsibilities
4. DRI/NY Forward Program Overview
5. LPC Meetings and Timeline
6. Public Engagement
7. Victor's NY Forward Application
8. What's Next?

Thank you for
serving on the Local
Planning Committee
for your community!

WELCOME AND INTRODUCTIONS



CODE OF CONDUCT REFRESHER



DRI/NY FORWARD CODE OF CONDUCT

- Guidelines, standards, and procedures for Local Planning Committee (LPC) members to follow throughout the planning process
- All LPC members are required to serve and act in the public interest.
- LPC members must sign the Code of Conduct for Members of New York State NY Forward Local Planning Committees (Code of Conduct).
- Members should use the Code of Conduct to guide service and actions while on the Local Planning Committee:

D.

**Disclose conflicts of
interest**

A.

**Act in the public
interest**

D.

**Disqualify as
necessary**

DOCUMENTING CONFLICT(S)

- Members must identify if they have a potential conflict at the first meeting in which the matter giving rise to the conflict is discussed.
- When a potential conflict is identified, LPC members must complete and submit an official **Recusal Form**.
- LPC members may not vote, or attempt to influence, a discussion or vote on any project(s) where a potential conflict of interest exists.

Recusal Form

LPC Member Name _____ Date _____

DRI or NYF Name _____

Applicable Project Title(s) _____

Reason(s) for Recusal

(Check all that apply.)

- ☐ I or a relative or family member have a financial interest in the project. (Describe below.)
- ☐ I or a relative or family member have an interest as a board member, owner, officer, employee, or investor in the project sponsor. (Describe below.)
- ☐ I or a relative or family member have an interest as a board member, owner, officer, employee, or investor in a potential competitor of the project. (Describe below.)
- ☐ Other: _____
- _____
- _____

Please provide a description of each conflict. (Be complete and specific. Attach additional pages if necessary.)

Member Signature _____

DOCUMENTING CONFLICT(S)

- A list of recusals together with the recusal form completed by each recused member will be maintained for each project for the duration of the DRI and NY Forward planning process.
- The recusal list will be updated at each meeting.
- A Preamble will be read by a LPC co-chair at the beginning of every LPC meeting reminding members of their obligation to act in the public interest and recuse if necessary.

VOTING ON RECOMMENDED PROJECTS

- All LPC members will vote on a slate of projects to be recommended to the state for DRI / NYF funding.
- Voting will take place via an official LPC ballot to be submitted to the State.
- LPC members must recuse themselves from voting on individual projects where a conflict of interest exists.
- LPC members must follow the determinations made by the Ethics Officer in accordance with the Code of Conduct and other applicable laws.

(Insert DRI/NYF Community) DRI/NY Forward Ballot

LPC Member Name: _____

DRI/NY Forward funding amounts are recommendations of the Local Planning Committee. Projects will be selected for funding by New York State and will be reviewed for project readiness and eligibility, among other criteria. Projects listed at \$0 are not recommended for **DRI/NY Forward** funding but are additional priorities of the LPC and will be included in the Strategic Investment Plan.

Place an "✓" in one of the following boxes.

- ☐ I am in favor of submitting the **DRI/NY Forward** Strategic Investment Plan with the slate of projects listed below as proposed by the full Local Planning Committee, except as noted by a recusal due to actual or perceived conflict of interest.
- ☐ I oppose submitting the **DRI/NY Forward** Strategic Investment Plan with the below-listed slate of projects.

Place ✓ in Box to Recuse	Project Name/Description	DRI/NYF Funding Request
		\$
		\$

QUESTIONS ON THE CODE OF CONDUCT?

Any general or clarifying questions the project team can answer now?

If you do have specific questions, contact the DOS Ethics Office:

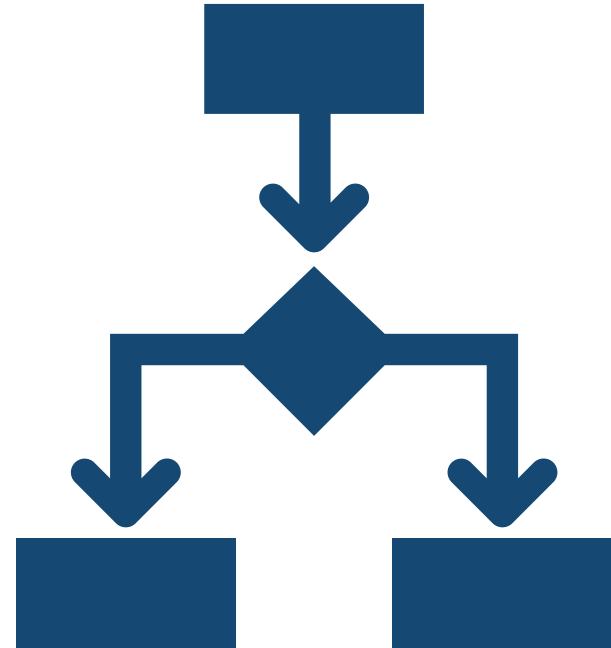
Anais Vasquez, Ethics Officer

(518) 948-0275

Anais.Vasquez@dos.ny.gov



ROLES AND RESPONSIBILITIES



STATE AGENCY TEAM

Department of State

Melissa Keller

Empire State Development

Greg Parker

Homes and Community Renewal

Tirzah Peters

- Provide guidance and support for the DRI / NY Forward planning process
- Manage and assist the consultant team
- Participate in preparation and review of DRI / NY Forward documents
- Engage other State agencies, when needed

CONSULTANT TEAM

Lead

Colliers Engineering & Design
Kimberly Baptiste, Project Manager
Jeanette Petti, Planner

Sub-Consultants

Camoin Associates – Market Analysis
Sustainable Planning Design – Downtown Profile
STC Design – Project Profile Development
4Ward Planning – Project Profile Development

- Lead all public engagement
- Prepare program documents
- Assist LPC with identification, development, and evaluation of potential projects
- Conduct research, as necessary

MUNICIPAL REPRESENTATIVES

- Brittnee Schmith
Village Clerk
- Kathy Rayburn
Director of Economic Development
Town of Victor

- Participate in core team meetings
- Provide crucial data, reports, plans, and documents to the consultant team
- Assist with public engagement outreach, logistics, and advertising

LOCAL PLANNING COMMITTEE

- Participate in LPC meetings
- Provide direction on planning efforts
- Provide feedback to consultant team and State
- Review documents
- Assist with community engagement and outreach

LPC Co-Chairs

Sean McAdoo, Mayor

Tracey Dello Stritto, FLREDC Designee

Members

Aimee Cain, AE Gifts & Clothing

Kathy Rayburn, Victor Local Development Corporation

Scott Reinhart, Victor Hiking Trails

Chris Mergler, Village Planning Board

Dawn Pierson, Victor Urban Renewal Agency

Charlie Parkhurst, Victor-Farmington Rotary

Paris Albert, ESL Federal Credit Union

Michael Galban, Ganondagan State Historic Site

Emily Knickerbocker, Victor Insulator

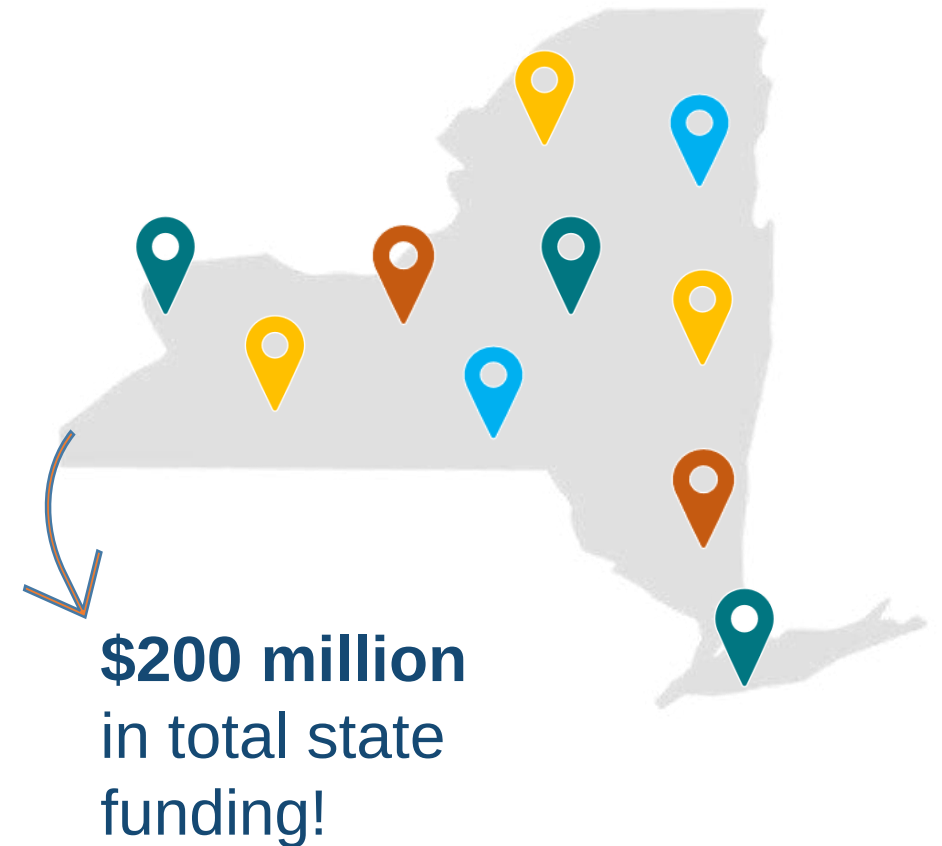
Romy Barbato, Victor Farmington Library

DRI & NY FORWARD PROGRAM OVERVIEW



WHAT ARE DRI & NY FORWARD?

- Two complementary programs with common goals
- State-wide investment to reinvigorate local and regional economies by revitalizing downtowns
- Programs recognize the differences in size and unique qualities of communities throughout the State



DRI & NY FORWARD GOALS



**Enhance downtown
living and quality of life**



**Provide enhanced
public spaces that serve
those of all ages and
abilities**



**Create an
active downtown
with a mix of uses**



**Create diverse
housing options for
all income levels**



**Provide diverse employment
opportunities for a variety of
skill sets and salary levels**



**Encourage the
reduction
of greenhouse gas
emissions**



**Grow the local
property tax base**

ELIGIBLE PROJECT TYPES



Public Improvement Projects

Streetscape and transportation improvements, recreational trails, new and upgraded parks, plazas, public art, green infrastructure and other public realm projects.



New Development and/or Rehabilitation of Existing Downtown Buildings

Development and redevelopment of real property for mixed-use, commercial, residential, not-for-profit or public uses. Development/redevelopment should result in employment opportunities, housing choices or other community services.



Small Project Grant Fund

A locally managed matching small project fund (up to \$300,000) for small downtown projects, such as façade improvements, building renovations, business assistance or public art.



Branding and Marketing

Downtown branding and marketing projects that target residents, tourists, investors, developers and visitors.

HOW ARE PROJECTS IDENTIFIED?

Projects included in the community's DRI/NY Forward Application

Projects submitted during the Open Call for Projects

The LPC will evaluate all projects based on the state's program criteria and specific community goals. Not all projects will be included in the Strategic Investment Plan.

Project Match Requirements

- **All Projects.** Project minimum of \$75,000 in total project costs.
- **Privately-Sponsored Projects.** The LPC will set match goals, as appropriate. Minimum match of 25% of total project cost is required by the State.
- **Public or Non-Profit Projects.** No minimum match required.

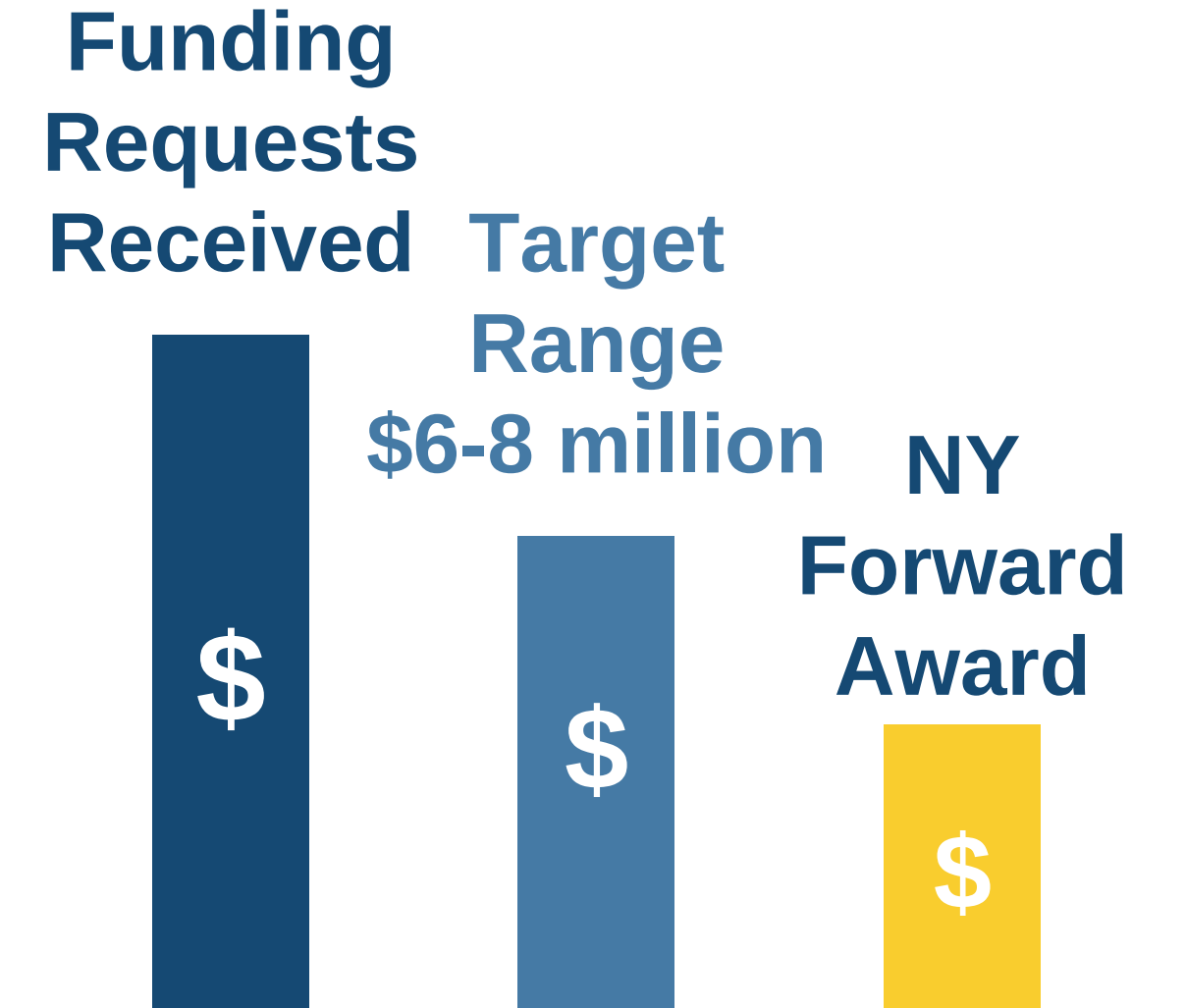
LPC can set a higher match to leverage funding.

HOW ARE PROJECTS EVALUATED?

- **Eligible Project:** Projects must be one of the eligible project types.
- **Alignment with Local and State Goals:** Projects must advance the goals established by the LPC for the DRI/NY Forward community and the State's overall program goals.
- **Catalytic Effect:** Projects must have a significant positive impact on the revitalization of downtown.
- **Project Readiness:** Projects should be well-developed and ready to proceed as soon as possible upon the funding announcement.
- **Cost Effectiveness:** Projects must represent an effective and efficient use of public resources.
- **Co-Benefits:** Projects must result in benefits to the community, beyond just the project developer, such as: additional economic activity and improved quality of life.

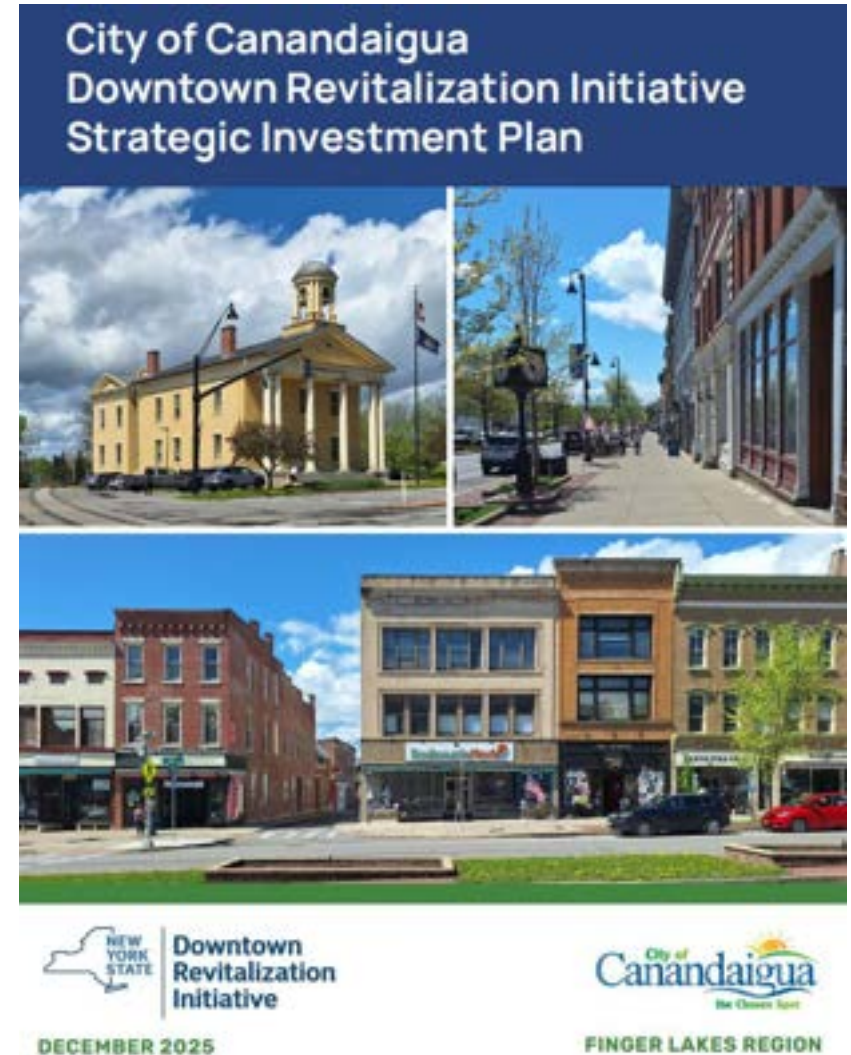
FINAL SLATE OF RECOMMENDED PROJECTS

- Final slate of projects takes into consideration feedback from the public and is finalized by the LPC
- The total amount of requested DRI/NY Forward funds will have a higher dollar amount than what will be awarded

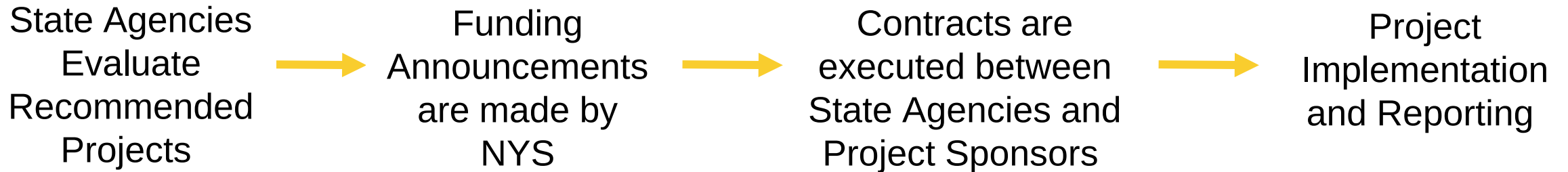


WHAT IS THE END GOAL OF THE PLANNING PROCESS?

- Consensus on a recommended list of projects for funding
- Submission of a Strategic Investment Plan to the State containing a recommended list of projects
- Momentum and direction for downtown/community revitalization



WHAT HAPPENS AFTER THE PLANNING PROCESS IS OVER

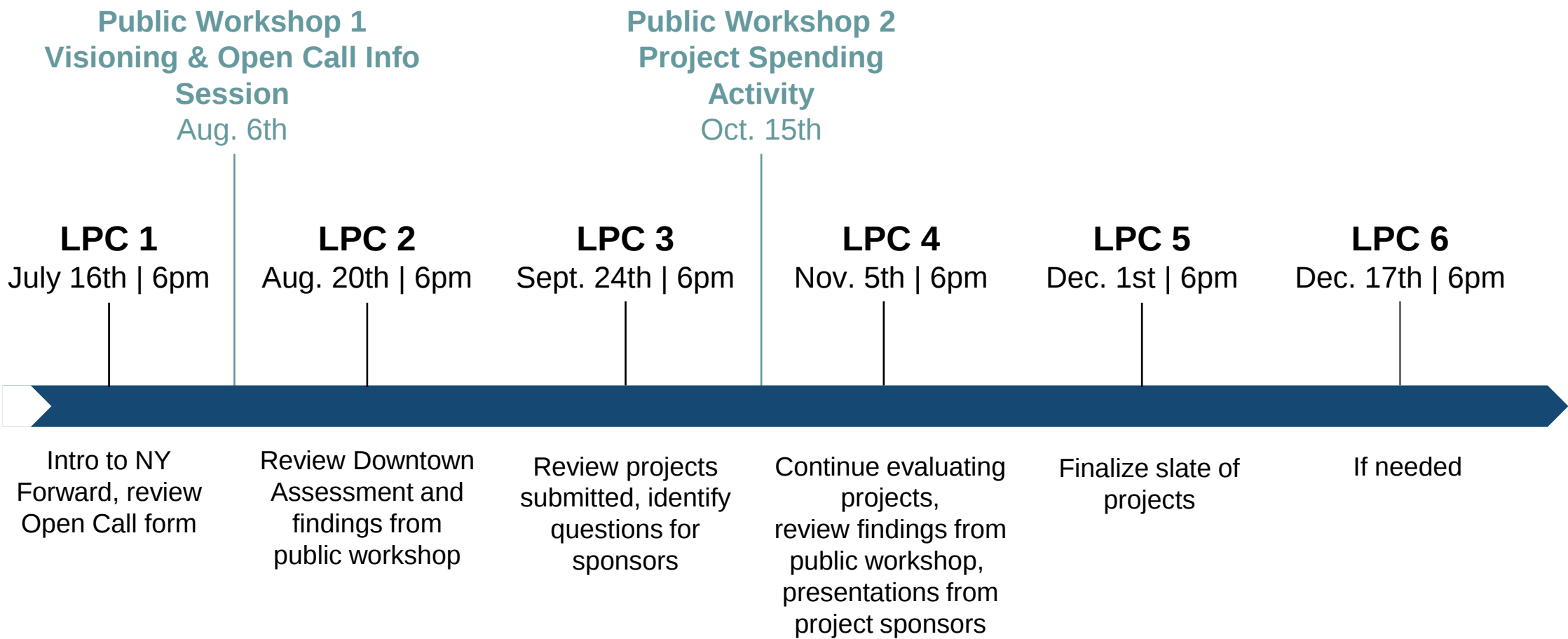


- Announcements are anticipated for the summer following submission of the Strategic Investment Plan
- Projects begin implementation as soon as is feasible

LPC MEETINGS AND TIMELINE



LPC Meeting Overview





VICTOR NY FORWARD

Community Engagement



NY Forward

Community Engagement Opportunities



Public Workshops

Interactive sessions designed to gather feedback from community members.



Open Call for Projects

Opportunity for community members to propose projects to be considered for NY Forward funding.



LPC Meetings

Open to the public, with time for public comment at the end.



Pop-up Events

Informational tabling at existing community events.

Project Website

About the Program

Upcoming Events

Meeting Summaries



Submit Application

Comment Form

FAQs

VictorNYForward.com



Feedback

**Do you have any ideas for
community events that we
can “piggyback” on?**





VICTOR NY FORWARD

Victor's NY Forward Application

Why Victor?

1

Community Identified Priority Projects

- Housing
- Small business
- Parks and trails

2

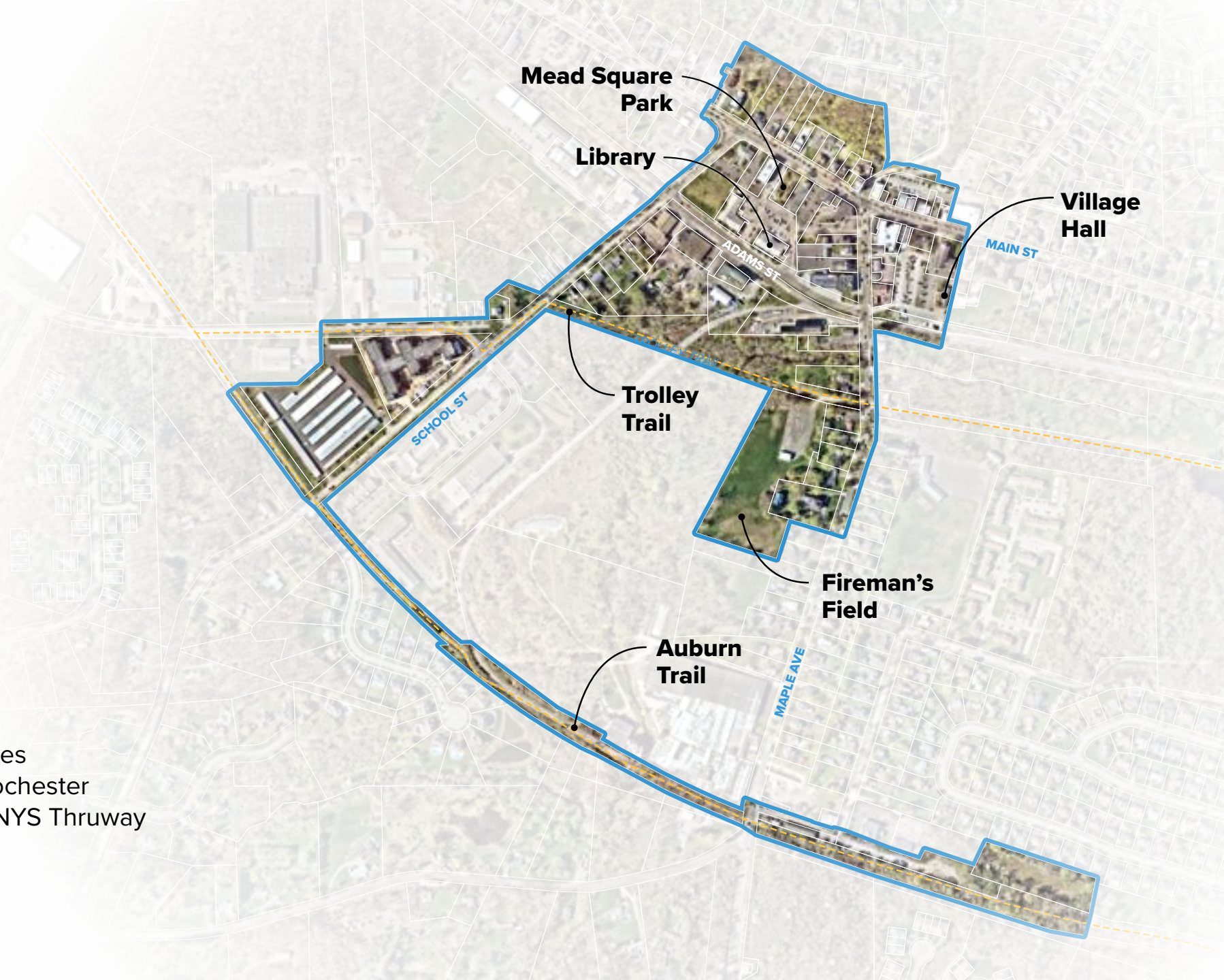
Boundary within the Core Business District

- Victor Local Development Corporation

3

Regionally Connected

- Gateway to the Finger Lakes
- 20 minutes from City of Rochester
- Along NYS Route 96 and NYS Thruway



Downtown Revitalization Vision

Connecting the Community to Downtown



Victor Local Development Corporation

Equitable, active, and concentrated redevelopment



Established Community Plans and Studies

Pro-Housing Community / Walkability / Main Street



Consistent Vision among Residents, Property Owners, and Businesses



VICTOR NY FORWARD

Community Vision



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NY Forward

Community Vision

FROM THE VILLAGE'S APPLICATION

“

The Village of Victor is a welcoming, walkable area celebrating its small-town historical charm as it grows into a more vibrant connected community. Our vision incorporates our downtown's unique role as the heart of daily life for both Town and Village residents, continually aspiring to build connections that reinvigorate gathering spaces, recreational activities, and promotes small business. We actively support the enhancement of our centralized downtown park, local Main Street services, and library campus, motivated to leverage even greater future connection-driven networks. The Village's unique collaborations across public and private partnerships augment long-term economic aspirations towards strategic housing development, commercial offerings, as well as community recreation, and gathering. There is robust momentum for our future downtown area that reflects a stronger sense of place, enhanced quality of life and greater connection-based access opportunities for coming together to live, work, play and belong.”

Key Themes

FROM THE VILLAGE'S APPLICATION



Downtown Connectivity

Improving downtown circulation and strengthening connections into the downtown core



New Housing Options

Expand mixed-use housing options to bring residents downtown



Local Business Growth

Support and attract small businesses and grow local job opportunities



Vibrant Community Spaces

Enhance important community spaces such as the Library and Farmers Market



Historic Preservation

Celebrating and preserving Victor's small-town charm and historic character



Parks & Recreation

Enhancing parks, trails, and recreation options



Tourism Growth

Leveraging Victor's recreation and community assets to attract tourists downtown



Quality of Life

Strengthen Victor as a community of choice to live, work, and play

Feedback

**Are there any other
themes that are important
to Victor's future?**



Feedback

**What are the biggest
challenges to investment
in the Study Area?**





VICTOR NY FORWARD

Open Call for Project Applications

Timeline

*Applications
open for*
6 weeks

July 20

Applications Open

Project applications will be available online or for pick-up at Village Hall.

August 6

Informational Q&A Session

Location and Time TBD

In-person informational session to walk through the application process and answer any questions.

August 31

Applications Close

Applications can be submitted via email, mail, or dropped off at Village Hall.

Application Types

Project Application

- **Project Cost:** \$75,000 or greater
- **Project Types:**
 - ✓ New development or new construction
 - ✓ Medium to large-scale construction, rehabilitation, or renovation projects
 - ✓ Public improvement projects
 - ✓ Downtown marketing and branding initiatives

Small Project Letter of Interest

- **Project Cost:** less than \$75,000
- **Project Types:**
 - ✓ Minor renovation projects, such as facade improvements
 - ✓ Business assistance such as the acquisition of permanent commercial machinery or equipment
 - ✓ Residential improvements to the upper stories of mixed-use buildings
 - ✓ Public art projects



VICTOR NY FORWARD

Application Form

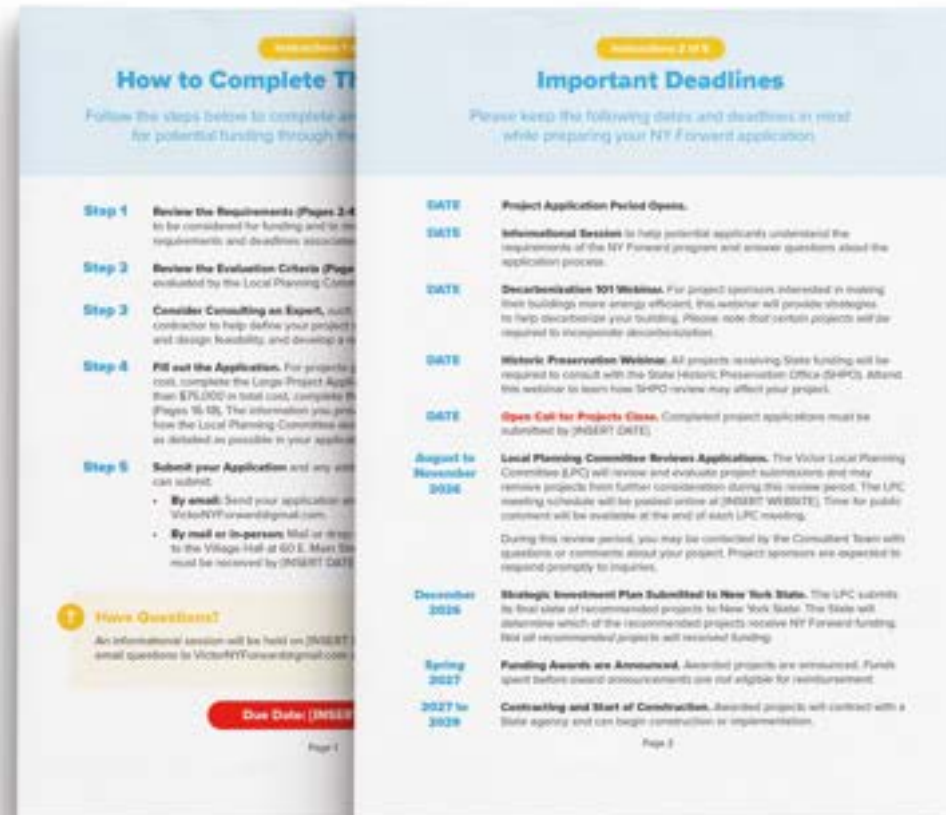


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NY Forward

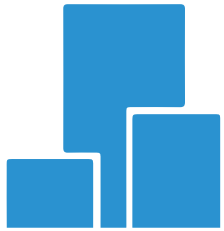
Instructions & Deadlines

Pages 1-2



Eligible Project Types

Page 3



New Development or Rehabilitation

for mixed-use, commercial,
residential, or public uses



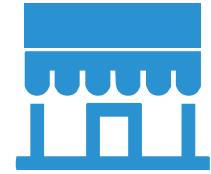
Public Improvements

such as parks, public spaces,
and streetscape improvements



Downtown Branding

such as promotional
materials and branding
for downtown Victor



Small Projects

such as minor interior/
exterior renovations, facade
improvements, and public art



Ineligible Costs

Planning activities, operations and maintenance, property
acquisition, existing programs, and costs already incurred to date.

Project Requirements

Page 4

Location

Projects must be located in the NY Forward Area.

Timing

Projects must be able to break ground within two years.

Funding

Projects must have financing commitments largely secured or demonstrate a path to financing. Projects will be subject to a match requirement based on the LPC's discretion.

Impact

Projects must have a transformative impact on downtown.

Sponsor

Project sponsors must be legal entities (LLCs), not individuals. Sponsors may be public, not-for-profit, or private entities.

Decarb.

New construction and building addition projects greater than 5,000 sf and renovation projects meeting the substantial renovation criteria must meet building decarbonization requirements for energy efficiency.



Important

Projects located adjacent to or just outside the NY Forward Area may be submitted. For projects outside the boundary, applicants must include a justification explaining how the project will benefit downtown. The LPC may consider modifying the boundary on a case-by-case basis.

Evaluation Criteria

Page 5

Impact

Projects must have a significant positive impact on the revitalization of downtown Victor.

Readiness

Projects should be well-developed and ready to proceed as soon as possible upon the award of NY Forward funding.

Eligibility

Projects must be one of the eligible project types and must be located in the NY Forward Area.

Cost-Effective

Projects must have a realistic budget and must represent an effective use of public resources.

Co-Benefits

Projects must result in benefits to the community, beyond just the project sponsor, such as additional economic activity or improved quality of life.

Goals

Projects must advance the vision and goals established by NYS and the LPC for Victor's NY Forward process.

Feedback

**Are there any other
evaluation criteria that
should be added?**





VICTOR NY FORWARD

Large Project Application

\$75,000 or greater in total cost



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Project Sponsor Information

Page 6

Project Sponsor Info

The project “sponsor” is the person proposing the project, who has the legal authority to implement it.

Large Project Application Form
For projects greater than or equal to \$75,000 in total cost

1 Project Sponsor
Provide the contact information for the project sponsor. The project sponsor must be a legal entity (such as an LLC) not an individual. Sponsors can be public, not-for-profit, or private entities. Note: The project sponsor must be different from the project owner.

Sponsor Name:
Sponsor Business, Organization, or LLC:
Mailing Address:
Phone:
Email:
WYS Tax ID#:
WYS Vendor ID:

If there are additional people who should be contacted as part of your application, please provide their contact information below.

Contact 2 Name:
Phone:
Email:
Affiliation:

Page 6

Basic Project Information

Page 7

Project Location

Existing Conditions

2 Project Location

Project Address:

If the project is located outside the NY Forward Area shown on the map on Page 6, please provide a brief description and justification of how the project relates to downtown and supports the stated goals of the NY Forward program. The LPC may consider other modifications to the NY Forward boundary.

3 Existing Conditions

Describe the existing conditions of the project site or building. Indicate why the proposed project is needed based on the existing conditions.

Page 7

Project Description

Page 8

Project Description

Project Area Size

Project Activities

4 Project Description

Provide a detailed description of the project scope of work, including:

- The proposed use, such as: commercial, industrial, mixed-use, or public improvement.
- The goals of the project.
- The size of the project (e.g., square footage of the building and space to be renovated, number of floors, number and type of units, acreage etc.).

It is important to provide as much detail about the proposed project scope as possible. The information submitted on this form does not need to be final and may be subject to change.

Square Footage of Project Area:

Please select the activities that will be involved in your project.

☐ Demolition	☐ Electrical / plumbing / HVAC
☐ Renovation of existing building	☐ Exterior changes (windows, siding, storefront, etc.)
☐ Construction of new building	☐ Site work or utility installation (digging, trenching, landscape grading, etc.)

Enter projects may be subject to documentation standards. Please see the 2020/21 Forward Guidelines for more information about what's proper to be subject to these standards.

Page 8



More Project Information

Page 9

Alignment with Goals



Property Ownership



3 Alignment with Goals

Describe how your project helps advance Victor's goals and New York State's goals for downtown revitalization as explained on Page 5. Please be specific in explaining exactly which goals your project addresses and how.

3 Property Ownership

Identify the owner of the property where the proposed project is located. If the property owner is not the same as the project sponsor, describe how the project sponsor will obtain the legal authority to implement the project at this property.

Page 9



Project Readiness

Page 10

Work Completed to Date

Required Permits

Challenges, if any

Historic Building Status

2 Project Readiness

Describe any work that is underway or has already been completed to advance the project. This may include work completed to date, feasibility studies, market studies, preliminary site design, permits obtained, and/or any funding or financing that has already been secured.

What permits or approvals will your proposed project require? Is there any environmental investigation or cleanup necessary before your project can proceed?

What challenges or issues, if any, would affect the implementation of your proposed project? Explain how these challenges will be addressed in a timely manner.

Is the property listed, or eligible to be listed, on the National Register of Historic Places? Check the CRS website to determine the status of your property at <https://crs.parks.ny.gov/>

☐ Yes ☐ No ☐ Not sure

Page 10



Timeline & Sponsor Capacity

Page 11

Implementation Timeline

Previous Experience

Future Maintenance

Timeline for Implementation

Estimate when the following project stages will be completed for your project. If you have already completed a stage, write "Complete." Assume the project starts in Month 1.

Project Stage	Timeline (in Months)
Project Start	Month 1
Project Financing Secured	
Sketch Plan or Preliminary Design	
Regulatory Approvals / Permitting	
Design, Engineering, and Selection of Contractor	
Construction or Implementation	

Capacity

Describe the project sponsor's experience in implementing projects similar in scope to the proposed project, including any experience with grant administration (if applicable).

Explain how the project will be maintained and operated after the project is complete.



Important

Project sponsors cannot begin work on their projects until funding awards have been announced. Any work completed before funding awards are announced is not eligible for reimbursement.

Total Cost & Budget Estimate

Pages 12-13

Total Project Cost

Total NYF Request

10

Total Project Cost and Funding Request

Total Estimated Project Cost

\$

Total NY Forward Funds Requested

\$

Please target a NY Forward request of no less than 10%

11

Preliminary Budget

Please complete the budget table on the Page 12. The budget table should include:

Activity: Activities necessary for complete project design, permitting, site preparation, and construction.

Cost: Cost for each activity. It is strongly advised to help determine realistic costs. If exact costs are not available, provide an estimate.

Funding Source: Funding source that will be used to include sources like a bank loan, private equity, etc.

Status of Funds: For each funding source, indicate one of the following categories:

- Secured: This funding has already been secured.
- Anticipated: This funding is reasonably expected to be available for project implementation but has not yet been appropriated for loans, bonds, or fees.
- Requested: The project sponsor has made the amount identified but has not yet received the category is appropriate for NY Forward \$.
- Undetermined: This funding source has not yet been determined.

12

Preliminary Budget CONTINUED

Please complete the budget table below, using the guidance on Page 12.

Activity	Cost	Funding Source	Status of Funds
Example: Construction	\$5,000,000	NY Forward	Requested
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
Total NY Forward Funding Requested	\$		
Total Funds from Other Sources	\$		
Total Project Cost	\$		

13

Reimbursement

NY Forward funds are reimbursable grants, meaning that grant funds will not be returned to the project sponsor until the project is completed per the contracted scope of work. Project sponsors may need to finance the total project cost using a bridge loan or other equity.

Please describe how your costs were estimated. For example, were the estimates provided by a third-party contractor or architect?

Page 12

Page 13

Budget Table

Cost Estimate Sources

Feedback

Let's think about match requirements...

State minimums are:

- Private sponsors: 25% match
- Public sponsors: 0% match
- Non-profit sponsors: 0% match



Attachments

Page 14

Required Attachments

- Photos of existing conditions

Optional Attachments

- Renderings of proposed project
- Cost estimate quotes
- Letters of financial commitments
- Business plan or pro-forma
- Property survey
- MOUs, etc.



13 Required Attachments

Please include images of the existing project site or building interior and/or exterior. The images provided must be of the space where project work is proposed. The images can be submitted electronically or as a hard copy.

Please select how you will submit the images:

☐ Email to VictorMFForward@gmail.com ☐ Hard copy

14 Additional Attachments

If you have any of the following documents readily available, you are encouraged to submit them. These documents help to demonstrate that your project is feasible and ready to be implemented. These documents can be submitted electronically or as a hard copy.

Please select the additional documents that you will include with your application:

☐ Renderings of the proposed project once complete

☐ Construction cost estimates or quotes from contractors

☐ Letters of support and/or commitment from financial institutions

☐ Business plans, market studies, or pro-forma analyses

☐ List of anticipated permits, approvals, or variances

☐ Property survey

☐ Memorandum of Understanding (MOU) or other agreements, if applicable

☐ Letter of support from the property owner, if applicable

☐ Other (please specify): _____

Please select how you will submit these documents:

☐ Email to VictorMFForward@gmail.com ☐ Hard copy

Page 14

Certifications

Page 15

Sign Here

Sign Here

Sign Here

Certifications

I hereby certify that the information provided in this form is true and correct to the best of my knowledge. In order to be considered for NY Forward funding, I understand that additional information may be requested about the project and may involve meetings with the NY Forward consultant. I agree to provide the requested information in a timely manner for the LPC, consultant team, and State team to consider my project for funding.

Signature: _____ Date: _____

I understand that submission of this form does not constitute an application for or guarantee of funding from New York State, that the information provided herein will be reviewed and considered by the Victor Local Planning Committee for possible inclusion in the Victor Strategic Investment Plan. I further understand that inclusion in the Victor Strategic Investment Plan does not constitute a guarantee of funding from New York State, that all funding decisions will be made by New York State, and if funded I will comply with all State funding requirements.

Signature: _____ Date: _____

Further, I hereby acknowledge that I have read the NY Forward project criteria and understand that any NY Forward funding provided for projects will be made available on a reimbursement basis only after expenses are incurred or in some cases, after a project has been successfully completed in its entirety. I also understand that NY Forward funding will be subject to all applicable New York State requirements, including, but not limited to, Minority and Women Business Enterprise (MWBE) utilization, competitive procurement for goods and services, and project status reporting.

Signature: _____ Date: _____

How to Submit

Thank you for completing your application! You can submit either:

- **By email:** Send your application and any attachments to VictorNYForward@gmail.com.
- **By mail or in person:** Mail or drop off your application and any attachments to the Village Hall at 60 S. Main Street, Victor, NY 14564. Mailed applications must be received by **(INSERT DATE)**.

Due Date: (INSERT DATE)

Page 15





VICTOR NY FORWARD

Small Project Application

Less than \$75,000 in total cost



NY Forward



- 01** **The Small Project Letter of Interest form is to demonstrate interest** in the establishment of a Small Project Fund in the future. There is no guarantee that a Small Project Fund will be established.
- 02** **If a Small Project Fund is established, applicants will need to complete another round of applications** to be considered for the Small Project Fund in the future. Submitting a Small Project Letter of Interest does not guarantee funding from the Small Project Fund.

Background Information

Page 16

Eligible Activities

- ✓ **Interior and exterior renovations** for commercial and mixed-use buildings such as facade renovations, permanent signage and awnings, commercial interior fit-out, or HVAC, mechanical, and plumbing improvements
- ✓ **Residential improvements** to the upper stories of mixed-use buildings
- ✓ **Business assistance** such as the acquisition of permanent commercial machinery
- ✓ **Soft costs** such as architecture, engineering, and environmental review services
- ✓ **Public art**

Ineligible

- Property acquisition
- Deferred maintenance or general repairs
- Working capital
- Landscaping
- Improvements to municipally-owned or operated buildings
- Labor performed by the applicant, their family, or their staff

Feedback

Are there small projects that should receive priority?

Examples could be:

- Facade improvements, such as signage or awnings
- ADA accessibility improvements



Small Project Information

Page 17

Project Sponsor Info

Project Location

Project Description

Total Project Cost

Small Project Letter of Interest

To the Village of Victor Local Planning Committee: I am writing to confirm my interest in participating in the Small Project Fund if it is established in the future.

1 Contact Information

Name:

Phone:

Email:

2 Project Location

I own or lease the property located at:

3 Project Description

I am interested in making improvements to the above property and/or business which would contribute to the revitalization of not only this property but the larger NY Forward area. The scope of my proposed project includes the following:

4 Total Project Cost

I anticipate the total project cost to be approximately: \$

☐ I understand that I would be eligible for a maximum reimbursement of up to 75% of the total eligible costs. I also understand that deferred maintenance and general repairs are not eligible and I am not requesting reimbursement for these types of improvements.

☐ I further affirm that, without the reimbursement to defray up to 75% of the total eligible costs of my project, I would not be able to complete this project.

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Budget Estimate

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Budget Table

Maximum grant request is 75%
of total eligible project costs

Sign Here

5 Preliminary Budget

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

Activity	Cost
	\$
	\$
	\$
	\$
	\$
	\$
Total NY Forward Funding Request	\$
Total Project Cost:	\$

☐ If awarded funding, I understand that this project MUST result in a finished space that is ready for occupancy after the completion of the project. I also understand that this is a reimbursement program, meaning that I must complete all work in the approved scope of work, pay all contractors in full, and submit invoices and proof of payment before receiving any reimbursement.

☐ If awarded funding, I understand that I will need to make the proposed improvements in compliance with the Village of Victor's building and zoning codes, as applicable to my project. I understand that I will also need to comply with New York State environmental and environmental regulations and will need to complete the approved scope of work within 30 months of the announcement of a funding award.

Signature: _____ Date: _____

How to Submit

Thank you for completing your application! You can submit either:

- **By email:** Send your application and any attachments to VictorNYForward@gmail.com.
- **By mail or in person:** Mail or drop off your application and any attachments to the Village Hall at 402 S. Main Street, Victor, NY 14564. Mailed applications must be received by **(INSERT DATE)**.

Due Date: (INSERT DATE)

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VICTOR NY FORWARD

Coming Up Next...

Coming Up

August 6

Public Workshop & Project Application Info Session

Location and Time TBD

Introduce the NY Forward program. Review and comment on vision and goals. Step-by-step explanation of project application process with Q&A.

August 20

LPC Meeting 2

6:00 PM, Location TBD

Key findings from the market and existing conditions assessment of downtown Victor. Finalize vision and goals based on community feedback.

Your Homework

- ✓ **Review the NY Forward Guidance Document**
Online at: www.VictorNYForward.com
- ✓ **Review Victor's NY Forward Application**
Hard copy in your binder
Or online at: www.VictorNYForward.com
- ✓ **Review, sign, and return the Code of Conduct**
Hard copy in your binder
- ✓ **Learn more about the NY Forward program and see examples from past communities**
Online at: www.ny.gov/programs/ny-forward



VICTOR NY FORWARD

LPC Questions



VICTOR NY FORWARD

Public Comment



NEW YORK
STATE OF
OPPORTUNITY.

NY Forward

Guidelines

- ✓ Please **state your name**.
- ✓ Please limit your comments to **3 minutes**.
- ✓ Please be **respectful**.

Thank you for coming!

