

# Local Waterfront Revitalization

## 1. Optional Question Header:

### Local Waterfront Revitalization Program Grant: Applicant Eligibility

**Question Ref:** Q\_1129

**Question Type:** Threshold

Are you a municipality (City, Town, Village or County) located on the State's coastal waters or on a designated inland waterway?

#### HELP SECTION

Answering no to this question would mean the applicant is ineligible for Environmental Protection Fund Local Waterfront Revitalization Program grant funding.

Eligible applicants include municipalities (cities, towns, and villages) and counties located within the State Coastal Area or along a major inland waterway designated pursuant to Executive Law, Article 42. See the list of Coastal Waterbodies and Designated Inland Waterway at: <http://www.dos.ny.gov/funding/>

Work to be carried out by a community-based organization, neighborhood group, or not-for-profit group, must be part of an application submitted by an eligible municipality located on the State's coastal waters or on a designated inland waterway with jurisdiction over the project area.

## 2. Question Ref: Q\_1114

**Question Type:** Threshold

Are you able to provide the required match of at least 50% of eligible total project cost?

#### HELP SECTION

Answering no to this question would mean the project is not eligible for Environmental Protection Fund Local Waterfront Revitalization Program grant funding.

The following costs cannot be used as required local match:

- Federal dollars.
- other Environmental Protection Fund awards.
- Indirect or overhead costs of the municipality, such as rent, telephone service, and general administrative support.

- Salaries and other expenses of elected officials, whether incurred for purposes of project direction, execution, or legislation. However, volunteer services contributed by these officials to the project may be used as local match, provided that such services are outside the performance of their official duties.

Explicit demonstration of 50% match, within this application is required. Failure to demonstrate this match (the amount, type and source) will result in the disqualification of the application.

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information at <http://www.dos.ny.gov/funding/>

3. **Question Ref:** Q\_928  
**Question Type:** Basic

Project Street Address: if the project does not have a definite street address, please skip to "Project without a Street Address" below.

4. **Question Ref:** Q\_929  
**Question Type:** Basic

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc)

5. **Question Ref:** Q\_930  
**Question Type:** Basic

Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, etc.

6. **Question Ref:** Q\_969  
**Question Type:** Basic

If you are a business, have you been certified as an Minority or Women-owned Business Enterprise (MWBE)?

7. **Question Ref:** Q\_970  
**Question Type:** Basic

Additional Project Contact Last Name

8. **Question Ref:** Q\_971  
**Question Type:** Basic

Project Without a Street Address: please enter a description of the project location. Include project starting/ending street addresses, cities & zip codes if applicable.

9. **Question Ref:** Q\_972  
**Question Type:** Basic

Project county or counties.

10. **Question Ref:** Q\_973  
**Question Type:** Basic

Status of State and/or Federal Environmental Review.

11. **Question Ref:** Q\_975  
**Question Type:** Basic

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps.

12. **Question Ref:** Q\_976  
**Question Type:** Basic

Statement of Need

#### HELP SECTION

Provide a brief summary of the need for the project in the geographic area proposed, the project's financing needs, including funding gaps and, where applicable, describe the additional short and long term jobs that will be created through the development of the proposed project.

13. **Question Ref:** Q\_1034  
**Question Type:** Basic

Project Zip Code. (please use Zip+4 if known)

14. **Question Ref:** Q\_1049  
**Question Type:** Basic

Contact Last Name

15. **Question Ref:** Q\_1050  
**Question Type:** Basic

Contact Title

16. **Question Ref:** Q\_1051  
**Question Type:** Basic

Additional Contact Title

17. **Question Ref:** Q\_1052  
**Question Type:** Basic

Additional Project Contact First Name

18. **Question Ref:** Q\_1053  
**Question Type:** Basic

If project review pursuant to the National Environmental Policy Act (NEPA) has been completed has a Finding of No Significant Impact or Record of Decision been issued?

19. **Question Ref:** Q\_1054  
**Question Type:** Basic

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

20. **Question Ref:** Q\_1056  
**Question Type:** Basic

If review of the project is underway pursuant to the State Environmental Quality Review Act (SEQRA), please indicate the lead agency (if applicable).

21. **Question Ref:** Q\_184  
**Question Type:** Basic

NYS Assembly District(s) where the project is located. (please enter a number between 1 and 150 that represents your Assembly District)

#### HELP SECTION

Click [HERE](#) to determine your Assembly district.

22. **Question Ref:** Q\_190  
**Question Type:** Basic

NY Senate District(s) where the project is located. (please enter a number between 1 and 62 that represents your Senate District)

HELP SECTION

Click [HERE](#) to determine your Senate district.

23. **Optional Question Header:**

### Applicant Information

- Question Ref:** Q\_546  
**Question Type:** Basic

Legal Name of Applicant

24. **Question Ref:** Q\_547  
**Question Type:** Basic

Contact First Name

25. **Question Ref:** Q\_549  
**Question Type:** Basic

Type of Applicant (select all that apply)

26. **Question Ref:** Q\_550  
**Question Type:** Basic

If you are a DBA, what is your DBA name?

27. **Question Ref:** Q\_551  
**Question Type:** Basic

Applicant Street Address

28. **Question Ref:** Q\_552  
**Question Type:** Basic

Applicant City

29. **Question Ref:** Q\_553  
**Question Type:** Basic

Applicant State

30. **Question Ref:** Q\_554  
**Question Type:** Basic

Applicant Zip Code. (please use Zip+4 if known)

31. **Question Ref:** Q\_555  
**Question Type:** Basic

Applicant Email Address

32. **Question Ref:** Q\_556  
**Question Type:** Basic

Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

#### HELP SECTION

Applicants will be required to provide the specified ID number upon request by the funding agencies.

33. **Question Ref:** Q\_561  
**Question Type:** Basic

Additional Contact Email Address

34. **Question Ref:** Q\_562  
**Question Type:** Basic

Additional Contact Phone Number. (please include area code)

35. **Question Ref:** Q\_565  
**Question Type:** Basic

Project City

36. **Question Ref:** Q\_568  
**Question Type:** Basic

Project State

37. **Question Ref:** Q\_572  
**Question Type:** Basic

Project Latitude

HELP SECTION

[Click HERE to determine Latitude](#)

38. **Question Ref:** Q\_573  
**Question Type:** Basic

Project Longitude

HELP SECTION

[Click HERE to determine Longitude](#)

39. **Optional Question Header:**

**Project Description**

**Question Ref:** Q\_575  
**Question Type:** Basic

Project Description. Concisely describe the project, indicating the location, what will be planned, designed, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

40. **Question Ref:** Q\_580  
**Question Type:** Basic

Status of Permits

41. **Question Ref:** Q\_582  
**Question Type:** Basic

Estimated Service Life

## HELP SECTION

List the estimated service life/useful life of capital expenditure that is the focus of this request.

42. **Question Ref:** Q\_616  
**Question Type:** Basic

For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

43. **Question Ref:** Q\_651  
**Question Type:** Basic

Applicant Telephone Number, (please include area code)

**Required:** Yes  
**Answer Type:** Short Answer  
**Choice Options:**  
**Default Answer:**

44. **Question Ref:** Q\_1603  
**Question Type:** Basic

Was this project or a phase of this project awarded funding in CFA Round I ?

45. **Question Ref:** Q\_1604  
**Question Type:** Basic

If yes, with which agency(s)?

46. **Question Ref:** Q\_1605  
**Question Type:** Basic

If funding was received in a prior round of the CFA, indicate the amount of funding received.

47. **Question Ref:** Q\_1585  
**Question Type:** Attachment

If the proposed project involves a remediated brownfield, provide a certificate of completion or letter from the NYS Department of Environmental



Conservation (DEC) that recognizes the successful removal of hazardous waste.

**48. Optional Question Header:**

**Local Waterfront Revitalization: Project Map**

**Question Ref:** Q\_1113

**Question Type:** Attachment

Submit one or more map(s), to scale, identifying the project location(s) or delineating the project area. If the project is to prepare or implement a watershed management plan, depict on the map the approximate landward extent of the watershed.

HELP SECTION

The map or maps will be used to determine eligibility and the relationship of the proposed project to other projects. Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information [www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)

**49. Optional Question Header:**

**Local Waterfront Revitalization: Supplemental Project Materials - Project Work Program**

**Question Ref:** Q\_1112

**Question Type:** Attachment

Submit site plans and design drawings, photographs of existing site conditions, as applicable, and if available, to support your Project Work Program.

HELP SECTION

Consider providing site plans, design drawings and/or photographs, project schedule, to further illustrate and support your project application.

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information [www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)

Further information regarding submission of this material will be given at the end of this application process.

**50. Optional Question Header:**

**Local Waterfront Revitalization: Supplemental Project Materials - Leveraging Resources, Advancing Plans, and Developing Partnerships**

**Question Ref:** Q\_1111

**Question Type:** Attachment

Submit a table, chart or other materials to show how the proposed project Leverages Resources, Advances Plans, Develops Partnerships.

**HELP SECTION**

Consider submitting an optional table, chart or other materials which would serve to further elaborate on the answer to the question on Leveraging Resources, Advancing Plans, Developing Partnerships.

In illustrating leveraging, you may indicate how the project complements related activities and projects and leverages other funding under the Environmental Protection Fund, other New York State grant programs, federal grant programs, or other sources of public, nonprofit and private funds.

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

Further information regarding submission of this material will be given at the end of this application process.

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**51. Optional Question Header:**

**Local Waterfront Revitalization: Project Location, Eligible Waterbody or Waterway**

**Question Ref:** Q\_1580

**Question Type:** Standard Question

Indicate the name of Waterbody(ies) and/or Waterway(s) that make(s) the applicant-municipality eligible for Environmental Protection Fund Local Waterfront Revitalization Program grant funding for the proposed project.

#### HELP SECTION

Not including the name of a coastal waterbody or designated inland waterway may result in the project being determined ineligible for Environmental Protection Fund Local Waterfront Revitalization Program grant funding. See the list of Coastal Waterbodies and Designated Inland Waterway at [www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)

52. **Question Ref:** Q\_1421

**Question Type:** Standard Question

In addition to the brief project description provided above, please break down the eligible project components and work proposed for each grant for which you are requesting funding. If the grant proposal is part of a larger project, describe the complete project and identify the portion proposed for current grant funding.

#### HELP SECTION

53. **Optional Question Header:**

#### Local Waterfront Revitalization: Project Work Program

**Question Ref:** Q\_1124

**Question Type:** Standard Question

Outline a proposed work program that will guide the planning, design, and/or construction of the project indicated in the project description. The work program should include a scope of work, the location and geographic extent, project components (e.g., planning, design construction) and should be connected to issues or opportunities to be addressed, the goals and objectives to be achieved, and the outcomes and deliverables anticipated. The work program should include a project schedule of completion within three years. Refer to the Estimated Project Time Line provided in response to question Q\_975, but, in addition to estimates for the start and completion dates,

estimates for design, permitting and construction (as applicable) also provide target dates for individual major tasks/milestones and deliverables.

#### HELP SECTION

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information <<http://www.dos.ny.gov/funding/>>

You will be given an opportunity to submit plans, designs and/or photographs to support the project work program, if available.

54. **Question Ref:** Q\_1434

**Question Type:** Standard Question

Describe the administrative structures in place to administer the requested grant. Identify individuals who will be responsible for specific tasks, such as contract and grants administration, fiscal accounting, and project management. For those managers and professionals already hired, describe their qualifications. Summarize consultant selection process and schedule, noting whether it is completed, underway or proposed. For future hires, describe qualifications sought and procurement/hiring method.

#### HELP SECTION

This description should include relevant experience/background of all parties and their relationship to the applicant. Explain the qualifications of managers and professionals working on the project.

55. **Question Ref:** Q\_1450

**Question Type:** Standard Question

Will the proposed project result in the creation of construction jobs? If so, estimate the number of construction jobs to be created.

Enter zero if not applicable.

56. **Question Ref:** Q\_1459

**Question Type:** Standard Question

Will the proposed project directly or indirectly result in the creation of permanent jobs? If so, estimate the number of permanent full-time equivalent jobs that will be created.

Enter zero if not applicable.

**57. Optional Question Header:**

**Geographic Coverage**

**Question Ref:** Q\_57

**Question Type:** Standard Question

List all the municipalities (County, City, Town and Village) covered by the project.

**HELP SECTION**

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications

for information <<http://www.dos.ny.gov/communityprojects/funding.html>>

**58. Question Ref:** Q\_1385

**Question Type:** Standard Question

Describe the public benefit that will result from completion of the project. Show why the State should participate in the cost of the project. What is the economic benefit of this project to the citizens and visitors of New York State?

**HELP SECTION**

For example, how will this project impact the community in terms of community revitalization, revenue generation, visual appeal, health and safety, job creation-retention or waterfront revitalization?

**59. Optional Question Header:**

**Local Waterfront Revitalization: Distressed and Underserved Communities**

**Question Ref:** Q\_1120

**Question Type:** Standard Question

Provide a statement regarding the project's impact on areas that are densely populated and have sustained physical deterioration, decay, neglect, or disinvestment, or where a substantial proportion of the residential population is

of low income or is otherwise disadvantaged and is underserved with respect to the existing recreational opportunities.

#### HELP SECTION

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

**60. Question Ref:** Q\_1423  
**Question Type:** Standard Question

If the proposed project involves a remediated brownfield, describe how it will rehabilitate or restore the site.

#### HELP SECTION

You will be asked at the end of this application to provide a Certificate of Completion from the NYS Department of Environmental Conservation.

**61. Optional Question Header:**

#### Local Waterfront Revitalization: Vision

**Question Ref:** Q\_1131  
**Question Type:** Standard Question

Explain how the project will result in or advance a vision creating significant opportunities for addressing resolution of problems in the context of a Regional Economic Development Strategy, and/or regional or local vision for capitalizing on community assets.

#### HELP SECTION

Explain, as applicable, how the project will result in or advance a vision creating significant opportunities for addressing resolution of problems in the context of a:

- Regional Economic Development Strategy
- Regional or local vision for capitalizing on community assets

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information at <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

## 62. Optional Question Header:

**Local Waterfront Revitalization: Strategies - Regional Significance, Local Significance, Public Value, Community Livability, Sustainability, Economic Value, Natural Resource Value**

**Question Ref:** Q\_1133

**Question Type:** Standard Question

Explain how the project will result in or advance the following, as applicable: strategies of Regional Significance, strategies of Local Significance, strategies related to Public Value, Community Livability, Sustainability, Economic Value, Natural Resource Value.

### HELP SECTION

In describing how the project will address strategies of Regional Significance, explain, as applicable, how the project:

- Advances the strategies and priorities of a Regional Economic Development Council
- Demonstrates how proposed actions, policy and program changes would address critical issues and opportunities for the region
- Improves or protects natural, cultural or economic resources of regional significance
- Ensures an appropriate balance between development, open space and natural resource protection within the regional context
- Advances efforts to resolve shared issues through creative intermunicipal partnerships, encouraging local governments to enter into intermunicipal agreements to protect shared environments, deliver services efficiently, reduce costs or improve their region's economic strength
- Redevelops and/or revitalizes a regional center
- Provides facility of greater than local importance
- Advances the completion of a plan or strategy that addresses critical issues and opportunities of regional significance

In describing how the project will address strategies of Local Significance explain, as applicable, how the project:

- Protects, preserves, enhances or restores archeological, historic and/or cultural resources
- Implements public amenity that is an identified priority for a community

- Addresses environmental justice issues
- Advances the completion of a plan or strategy that addresses critical issues and opportunities of local significance

In describing how the project will address strategies of Public Value, explain, as applicable, how the project:

- Promotes and implements strategies that include integration of all income, ethnic and age groups, such as providing for a range of housing choices in proximity with amenities, employment, recreation, resources, and community development
- Ensures predictability in land use regulations and procedures
- Incorporates and advances pedestrian, bicycle and paddling trails that connect people to parks, nature and public spaces; community landscaping using native species; tree-planting and urban forestry; public recycling bins; accessible neighborhood parks, greens and/or squares; community gardens; and mitigation of “heat island” effects
- Advances the completion of a plan or strategy that enhances the quality and availability of public resources within a community or region

In describing the project's relationship to strategies of Community Livability, explain, as applicable, how the project:

- Improves or expands visual/physical access to public resources, provides new/enhanced public spaces, or enhances community character/visual environment
- Improves or expands water-dependent recreation opportunities

In describing strategies of Sustainability, explain, as applicable, how the project:

- Ensures that governmental decision-making is based on sound science, considers the cumulative effects of human actions on biodiversity and natural community structure, and protects natural interactions
- Promotes a mix of land uses and concentrates new development in urban centers where infrastructure and public services are adequate, to preserve open space, reduce sprawling development and to create the critical mass necessary to sustain neighborhood retail and mass transit while connecting streets, walkways, bikeways and paddleways
- Incorporates and advances “green” infrastructure through preservation and restoration of natural landscapes, or green infrastructure policies that reduce watershed imperviousness and preserve groundwater infiltration



- Advances "green" building principles, including energy efficiency, renewable energy, water conservation, water reuse, recycling and use of recycled materials, and the use of local products
- Provides a framework that encourages development or redevelopment of communities in sustainable locations, through incorporation of measures to reduce greenhouse gas emissions, promotion of energy conservation measures, use of renewable energy, reuse of stormwater, facilitation of appropriate long-term infrastructure maintenance

In describing strategies on Economic Value, explain, as applicable, how the project:

- Generates economic activity, creates immediate and future jobs, offers realistic economic development potential, or contributes to restoration of municipalities' tax bases
- Advances the completion of a plan or strategy that enhances economic vitality in a community or region.
- Encourages new development in existing developed centers and areas where infrastructure exists and is readily available
- Provides for downtown/hamlet revitalization
- Supports water-dependent commercial and industrial uses
- Supports tourism development
- Supports agriculture

In describing strategies on Natural Resource Value, explain, as applicable, how the project:

- Promotes conservation and protection of ecosystem integrity
- Protects, enhances or restores designated significant coastal fish and wildlife habitat, or natural protective features (wetland, floodplain, active river area, beach, dune)
- Protects, enhances or restores a scenic area of statewide significance, or other recognized scenic resource
- Protects agricultural land as a valued resource that provides for farmland uses, open spaces, and aesthetics
- Implements New York State's Coastal Nonpoint Pollution Control Program, or otherwise protects groundwater or surface water quality and hydrology, or implements measures for efficient use of water
- Conserves and protects the integrity of ecological systems to promote their health, productivity and resilience, while encouraging the restoration of degraded ecological systems

- Advances the completion of a plan or strategy that protects, restores, or enhances natural resources

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

### 63. Optional Question Header:

#### Local Waterfront Revitalization: Program Completion and/or Implementation

**Question Ref:** Q\_1122

**Question Type:** Standard Question

Describe how the proposed project will advance the completion of a Local or Regional Waterfront Revitalization Program, Plan or Strategy, or will implement such programs, plan or strategies.

#### HELP SECTION

Examples of relevant programs, plans, and strategies include full or partial Local or Regional Waterfront Revitalization Programs, Regional Strategies for Community and Waterfront Revitalization, Urban Waterfront Redevelopment Plans, Downtowns and Hamlets Revitalization Plans, Waterway/Blueway Trail Plans, Water Quality Improvement/Watershed Management Plans.

Note the issues, opportunities, and resources that will be addressed; and note any directly related, recently completed reports or plans.

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for more detailed descriptions of these categories <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

### 64. Optional Question Header:

#### Project Partners

**Question Ref:** Q\_40

**Question Type:** Standard Question

List all the project partners involved in the project and provide contact information.

## HELP SECTION

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information [www.dos.ny.gov/communityprojects/funding.html](http://www.dos.ny.gov/communityprojects/funding.html)

### 65. Optional Question Header:

#### Local Waterfront Revitalization: Process/Public Engagement and Local Commitment.

**Question Ref:** Q\_1132

**Question Type:** Standard Question

Describe the approach and process that will be followed to ensure ongoing public participation and engagement during project development and implementation and the level of local commitment and support.

## HELP SECTION

Be sure to answer all parts of the above question.

In addressing Public Engagement:

- Describe the approach and process that will be followed to ensure ongoing public participation and engagement during project development, including the involvement of partnering municipalities and the general public
- Explain how the public and stakeholders who would be affected by, or who can advance the project, will be engaged in project planning and implementation

In addressing Local Commitment:

- Describe how local leadership is committed and how the project will provide an ongoing educational component for local officials and/or community residents
- Describe the support for addressing regional land use, community development, and resource and/or environmental opportunities

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications at [www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)

**66. Optional Question Header:**

**Local Waterfront Revitalization: Leveraging Resources, Advancing Plans, and Developing Partnerships**

**Question Ref:** Q\_1135

**Question Type:** Standard Question

Explain how the project will Leverage Resources, Advance Plans, and Develop Partnerships.

**HELP SECTION**

In addressing Leveraging Resources, explain as applicable, how the project:

- Complements related activities and projects and leverages funding under the Environmental Protection Fund, other New York State grant programs, federal grant programs, or other sources of public, not-for-profit and private funds
- Makes efficient use of/protects public investment and infrastructure, such as by encouraging the use or reuse of existing buildings and sites in existing community centers and areas where infrastructure is readily available, or by facilitating the redevelopment of former industrial areas and the revitalization of underutilized commercial areas, especially those in urban areas

In addressing Advancing Plans explain, as applicable, how the project:

- Advances the strategies and priorities of a Regional Economic Development Council
- Advances an approved or substantially completed Local Waterfront Revitalization Program, watershed management plan, or regional or local plan, strategy or vision
- Is necessary to enable community and/or region to build public/private partnerships or leverage financial resources to make better use of private funds, including programs available through the CFA
- Builds upon a planning project begun under other state programs, such as a Local Waterfront Revitalization Programs, New York State Scenic Byway corridor management plans, and greenway plans
- Advances a Brownfield Opportunity Area (BOA) plan, where there is a completed area-wide analysis (Nomination) and the proposed project advances the stated community vision

In addressing Development of Partnerships explain, as applicable:

- The record of developing public/private partnerships

- How the project will create or advance regional, intermunicipal, intergovernmental, public, private, or not-for-profit partnerships to address development issues
- How the project will create or advance regional, intermunicipal and intergovernmental partnerships in order to increase efficient, planned, and cost-effective delivery of government services

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information at <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

#### 67. Optional Question Header:

### Local Waterfront Revitalization: Implementation - Scope of Work, Time Frame, and Project Readiness

**Question Ref:** Q\_1134

**Question Type:** Standard Question

Clearly define how the project will be carried out/implemented. Link your explanation to your project Scope of Work, Time Frame, and Project Readiness.

#### HELP SECTION

#### **In addressing Scope of Work, linking back to the project description**

- Clearly define the location and area covered by the project, what will be done, how it will be done, who will do it, and when it will be completed
- Clearly define project deliverables consistent with program objectives
- Explain, as applicable, how the project is integral part of a set of actions that comprehensively addresses an issue or opportunity
- Explain, as applicable, how the project will provide for decision-making based on sound science, such as in the consideration of the cumulative effects of human actions on biodiversity and natural community structure

#### **In addressing project Time Frame**

- Demonstrate that the applicant and/or key project personnel have sufficient experience and ability of the applicant to successfully complete the project within the three-year time period, with the possibility of two extensions of one year each

**In addressing Project  
Readiness**

- Demonstrate as applicable, existing or proposed inter-municipal organizational structure adequate to advance and sustain implementation of the project
- Explain how the project builds on previous successful grant projects, evidenced by the quality of applicant's performance under previous grants
- Explain how work needed to advance the project to the next phase has been completed (for example, designs prepared, permits an/or other approvals obtained)

Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information [www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)

**68. Optional Question Header:**

**Reasonableness of Budget and Cost Certification**

**Question Ref:** Q\_1572

**Question Type:** Standard Question

Describe and document how the budget and cost were determined.

**HELP SECTION**

Identify the person(s) responsible for compiling the budget; include relevant experience and background of all parties. What method/approach was used to arrive at estimates? Points are awarded based on the answers you provide. Do not leave blanks.

For the Local Waterfront Revitalization Program, please refer to Evaluation of Budget and Cost in the Environmental Protection Fund Request for Applications

<http://www.dos.ny.gov/funding/>

For the programs administered through OPRHP, please refer to the CFA Selection Criteria that can be found under Grant Program Information at

<http://nysparks.com/grants/consolidated-funding-app.aspx>

**69. Question Ref:** Q\_1573

**Question Type:** Standard Question

Describe and document how costs meet eligibility requirements of the program.

#### HELP SECTION

In addition to documenting eligibility of costs, budget narrative must demonstrate required matching funds will be provided. Points are awarded based on the answers you provide. Do not leave blanks.

For the Local Waterfront Revitalization Program, please refer to Evaluation of Budget and Cost in the Environmental Protection Fund Request for Applications

<http://www.dos.ny.gov/funding/>

For the programs administered through OPRHP, please refer to the CFA Selection Criteria that can be found under Grant Program Information at

<http://nysparks.com/grants/consolidated-funding-app.aspx>

70. **Question Ref:** Q\_1574

**Question Type:** Standard Question

Describe and document how costs clearly relate to and support activities in the proposed work plan.

#### HELP SECTION

Budget narrative must demonstrate logical justification for all expenses proposed. Points are awarded based on the answers you provide. Do not leave blanks.

For the Local Waterfront Revitalization Program, please refer to Evaluation of Budget and Cost in the Environmental Protection Fund Request for

Applications <http://www.dos.ny.gov/funding/>

For the programs administered through OPRHP, please refer to the CFA Selection Criteria that can be found under Grant Program Information at

<http://nysparks.com/grants/consolidated-funding-app.aspx>

71. **Question Ref:** Q\_1575

**Question Type:** Standard Question

Describe and document how the budget includes adequate detail for all project components involved, is cost-effective, presents necessary and realistic costs, and does not contain extraneous expenses.

#### HELP SECTION

Budget must be accurate and thorough with no extraneous or ineligible expenses. Budget narrative must include an explanation for the estimate of each budget line and clearly support the applicant's need for financial resources requested to achieve project outcomes.

Budget narrative must describe how the grant recipient will monitor expenditures during the life of the project to ensure that the project stays on schedule and within budget.

Points are awarded based on the answers you provide. Do not leave blanks. For the Local Waterfront Revitalization Program, please refer to Evaluation of Budget and Cost in the Environmental Protection Fund Request for Applications <http://www.dos.ny.gov/funding/>

For the programs administered through OPRHP, please refer to the CFA Selection Criteria that can be found under Grant Program Information at

<http://nysparks.com/grants/consolidated-funding-app.aspx>

## 72. Optional Question Header:

### Local Waterfront Revitalization: Performance Measures

**Question Ref:** Q\_1130

**Question Type:** Standard Question

Answer each part of this project Performance Measures question: 1) How will you measure and record progress during the life of the project in terms of products/deliverables, and project goals and objectives? 2) How will you monitor to make mid-course corrections, if necessary, to the project to ensure milestones are met and that successful completion is achieved? 3) What measure(s) will you use to determine successful completion of the project with regard to products/deliverables? 4) Describe how the project management structure will ensure that adequate capacity exists to monitor the proposed project toward successful completion.

#### HELP SECTION

Do not leave blank. Answer all four parts of the above question. Points are awarded based on the answers you provide.

In answering each part of the Performance Measures question, make linkages with your Estimated Project Timeline (answer to Q\_975), your Project Work Program (answer to Q\_1124), your Supplemental Project Materials – Project Work Program, (Q\_1112), if applicable, and to your answer to Implementation – Scope of Work, Time Frame, and Project Readiness (answer to Q\_1134).



Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications at <[www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)>

**73. Optional Question Header:**

**Smart Growth Questions:**The NYS Smart Growth Public Infrastructure Policy Act requires that a project meet the relevant smart growth criterion to the extent practicable. Please respond to the questions below regarding smart growth criteria.

**Question Ref:** Q\_1059

**Question Type:** Smart Growth

Does the proposed project use, maintain, or improve existing infrastructure?  
Y/N/Not Relevant. Please explain all responses.

**HELP SECTION**

If you are maintaining or improving existing infrastructure, please answer “YES”. If you are building new infrastructure, or expanding infrastructure answer “NO” and provide justification that explains the need to build new infrastructure instead of using or improving existing infrastructure.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

**74. Question Ref:** Q\_1060

**Question Type:** Smart Growth

Is the proposed project located in a municipal center? Y/N/Not Relevant.  
Please explain all responses.

**HELP SECTION**

Municipal Centers are areas of concentrated and mixed land use that serve as centers of various activities (civic, commercial, recreational, and residential, among others). Specific examples include Central Business Districts; Brownfield Opportunity Areas (BOAs); Downtowns in Local Waterfront Revitalization Program (LWRP) Areas; Transit-Oriented Development, Environmental Justice Areas and Hardship Areas; in many instances, an entire city, village or hamlet can be considered a municipal

center. This definition can include development “adjacent to municipal centers” and a “future municipal center” – an area planned and zoned to be a municipal center.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

75. **Question Ref:** Q\_1061  
**Question Type:** Smart Growth

Is the proposed project located in a developed area or an area designated for concentrated infill development in a municipally approved comprehensive land use plan, local waterfront revitalization plan and/or brownfield opportunity area plan? Y/N/Not Relevant. Please explain all responses.

HELP SECTION

Please explain how your project advances infill development or redevelopment in existing developed areas consistent with an approved plan. Infill development includes redevelopment, rehabilitation and new development between existing buildings on vacant or under-utilized sites.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

76. **Question Ref:** Q\_1062  
**Question Type:** Smart Growth

Will the proposed project protect, preserve and enhance the State's resources, including agricultural land, forests, surface and groundwater, air quality, recreation and open space, scenic areas, and significant historic and archeological resources? Y/N/Not Relevant. Please explain all responses.

HELP SECTION

Beyond simply avoiding or minimizing negative environmental impacts, please indicate the resources that may be impacted by your project and how your project will preserve and enhance these resources.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

77. **Question Ref:** Q\_1063  
**Question Type:** Smart Growth

Will the proposed project foster mixed land uses and compact development, downtown revitalization, Brownfield redevelopment, the enhancement of beauty in public spaces, the diversity and affordability of housing in proximity to places of employment, recreation and commercial development and the integration of all income and age groups? Y/N/Not Relevant. Please explain all responses.

#### HELP SECTION

Please explain how your project advances these objectives and improves the quality of life in your community.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

78. **Question Ref:** Q\_1064  
**Question Type:** Smart Growth

Will the proposed project provide mobility through transportation choices including improved public transportation and reduced automobile dependency? Y/N/Not Relevant. Please explain all responses.

#### HELP SECTION

There are many alternatives to automobile transportation. Please explain how your project provides or complements alternatives to automobile travel such as bikes, pedestrians, public transit, air travel or rail travel.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

79. **Question Ref:** Q\_1065  
**Question Type:** Smart Growth

Will the proposed project involve coordination between state and local government and inter-municipal and regional planning? Y/N/Not Relevant. Please explain all responses.

#### HELP SECTION

Identify any interaction between the applicant and any municipal and county governments, planning boards, regional planning associations or similar organizations. Document any outreach by the applicant to these organizations regarding the project and any relevant correspondence.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

80. **Question Ref:** Q\_1066  
**Question Type:** Smart Growth

Will the proposed project involve participation in community based planning and collaboration? Y/N/Not Relevant. Please explain all responses.

#### HELP SECTION

Please explain how the project results from an inclusive, multi-stakeholder (including traditionally underserved populations) process of community-based planning and collaboration. To assist with your explanation, identify any affected community groups or organizations with an interest in the proposed project and if the planning process involved outreach to citizens and stakeholders at all stages of development of the project.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

81. **Question Ref:** Q\_1067  
**Question Type:** Smart Growth

Will the proposed project ensure predictability in building and land use codes? Y/N/Not Relevant. Please explain all responses.

#### HELP SECTION

Provide any additional relevant information.

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

82. **Question Ref:** Q\_1068  
**Question Type:** Smart Growth

Will the proposed project promote sustainability by strengthening existing and creating new communities which reduce greenhouse gas emissions and do not compromise the needs of future generations, by among other means encouraging broad based public involvement in developing and implementing a community plan and ensuring the governance structure is adequate to sustain its implementation? Y/N/Not Relevant. Please explain all responses.

#### HELP SECTION

Please explain how your project promotes sustainability. For example does your project include buildings and plans that seek to minimize consumption of fossil fuels (coal, petroleum), reduce water usage / consumption, and encourage the use of renewable energy (wind, solar, and geo-thermal).

For specific guidance on rail/port, aviation, and other transportation projects please refer to <https://www.nysdot.gov/programs/RegionalEconomicDevelopmentCouncils>

83. **Optional Question Header:**

#### General Certifications

**Question Ref:** Q\_1037  
**Question Type:** Certification

By entering your name in the box below, you certify and agree that you are authorized on behalf of the applicant and its governing body to commit the applicant to comply with the requirements of Article 15-A of the New York State Executive Law: Participation By Minority Group Members and Women With Respect To State Contracts by providing opportunities for MBE/WBE participation. You further certify that the applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

84. **Question Ref:** Q\_1038  
**Question Type:** Certification

By entering your name in the box below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving Assistance for the project described in this application, are true, correct and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

**85. Optional Question Header:**

**Local Waterfront Revitalization Program Reasonableness of Budget and Cost Certification**

**Question Ref:** Q\_1579

**Question Type:** Certification

By entering your name in the box below you are submitting an application under the Environmental Protection Fund Local Waterfront Revitalization Program, and hereby certify that all components of the requested Total Project Cost are reasonable and necessary for the conduct of the proposed project and that prudent analysis has been undertaken, as outlined below, to insure that all costs are consistent with current prevailing costs for such goods and services in the geographic area that will benefit from the project.

**HELP SECTION**

Not answering this question would render the project ineligible for Environmental Protection Fund Local Waterfront Revitalization Program grant funding. Please refer to the Environmental Protection Fund Local Waterfront Revitalization Program Request for Applications for information [www.dos.ny.gov/funding/](http://www.dos.ny.gov/funding/)

**86. Optional Question Header:**

**Funding Sources (Enter dollar amounts below)**

**Question Ref:** Q\_657

**Question Type:** Budget

Total Project Cost

87. **Question Ref:** Q\_659  
**Question Type:** Budget

Amount provided directly by applicant toward project

88. **Question Ref:** Q\_660  
**Question Type:** Budget

State sources committed to project

HELP SECTION

For each source, list: program name, type of assistance (loan, grant, interest rate subsidy, etc), and amount of assistance. For loans, list interest rate and term.

89. **Question Ref:** Q\_662  
**Question Type:** Budget

Federal sources committed to project

90. **Question Ref:** Q\_664  
**Question Type:** Budget

Local (municipal) sources committed to project, if different than applicant.

91. **Question Ref:** Q\_665  
**Question Type:** Budget

Private sources committed to project

HELP SECTION

For each source, list: program name, type of assistance (loan, grant, interest rate subsidy, bond financing, sales tax exemption on construction materials and/or non-manufacturing machinery or equipment, mortgage recording tax waiver, etc), and amount of assistance. For loan and bond financing, list interest rate and term.

92. **Question Ref:** Q\_668  
**Question Type:** Budget

Not-for-Profit/foundation funding committed to project

**93. Optional Question Header:**

**Expenditure Activities (Enter dollar amounts below)**

**Question Ref:** Q\_670

**Question Type:** Budget

Planning

94. **Question Ref:** Q\_672

**Question Type:** Budget

Design

95. **Question Ref:** Q\_674

**Question Type:** Budget

Construction/Renovation

96. **Question Ref:** Q\_676

**Question Type:** Budget

Property Acquisition

97. **Question Ref:** Q\_677

**Question Type:** Budget

Training

98. **Question Ref:** Q\_679

**Question Type:** Budget

Marketing, Outreach, Advertising

**99. Optional Question Header:**

**Budget Categories (Enter dollar amounts below)**

**Question Ref:** Q\_681

**Question Type:** Budget

Salaries and Wages

HELP SECTION



For each person assigned by the applicant, indicate the position, title, annual salary including fringe benefits, and dollar amount to be charged to the project. (Fringe benefits include social security, workers' compensation, unemployment insurance, health insurance, and any other benefits).

100. **Question Ref:** Q\_685  
**Question Type:** Budget

Travel

HELP SECTION

State the purpose and the estimated cost of travel by the applicant

101. **Question Ref:** Q\_682  
**Question Type:** Budget

Supplies/Materials

HELP SECTION

State the cost and describe briefly the supplies and materials to be purchased by the applicant. Note that the donation of supplies and materials should be listed in Other

102. **Question Ref:** Q\_684  
**Question Type:** Budget

Equipment and Machinery

HELP SECTION

This category is for the purchase of equipment and machinery directly by the applicant. List each piece of equipment/machinery to be purchased outlining the purpose of its use with an estimated cost. Note that equipment/machinery rental and the value of the use or donation of equipment/machinery should be listed in Other.

103. **Question Ref:** Q\_686  
**Question Type:** Budget

## Contractual Services

### HELP SECTION

State the cost and describe briefly the extent and purpose of contractual services to be procured directly by the applicant. Each activity should be listed separately, unless procured together under one subcontract.

104. **Question Ref:** Q\_688

**Question Type:** Budget

Other

### HELP SECTION

State the cost and describe briefly budget items that do not fit in the categories above

For actual costs to be incurred list the type of cost, purpose and total cost.

For Volunteer Services – provide a generalized description and the total value.

For Donated Professional Services - indicate the service being provided and the total value.

For Donated Supplies and Materials – indicate the supplies and materials being provided and the total value

For Equipment Usage or Donated Equipment - indicate the purpose of its use and the total value.

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