



NOTICE OF FUNDING AVAILABILITY
Lewis County Façade & Streetscape Improvement
Program Round 1 Open
Applications Due by November 5, 2021

August 18, 2021

Objective: Lewis County’s downtown districts and public spaces hold central importance for community gatherings, special events, and the success of small businesses. The Façade & Streetscape Improvement Program aims to revitalize the historic character and attractiveness of villages and hamlets in Lewis County through public and private investment. To encourage and advance revitalization efforts, this program will provide 75/25 matching funds for eligible improvements to mixed-use and commercial buildings and streetscape enhancements in Lewis County’s villages and hamlets. Together, these improvements will help business growth and retention, enhance tourism, increase spending in the local economy, and reduce the number of blighted and vacant properties.

Details: The program will provide up to 75% in funding for eligible projects with a 25% match requirement.

Façade Improvement

Project Eligibility:

- Property owners and businesses with mixed-use and commercial buildings located in a downtown area of a hamlet or village
- Aligns with local zoning regulations and/or design standards (if applicable)

Project Type: Some eligible project types include the following:

- Awnings & canopies
- Interior display & exterior lighting
- Repair or replacement of façade windows, doors, and paint
- Window boxes and permanent planters
- Entryway improvements
- Signage: wall, perpendicular, free-standing signs
- Awning and window lettering

Ineligible expenses: Engineering and/or design costs associated with project.

Streetscape

Project Eligibility:

- Open to municipal governments
- Improves walkability and/or community aesthetics in a village or hamlet
- Publicly accessible

Project Type: Some eligible project types include the following

- Permanent public art (murals, sculptures, etc.)
- Gateway & wayfinding signage
- Street furniture
- Public fixtures (kiosks, plaques, etc.)
- Street trees and permanent landscaping
- Bike racks and similar active transportation infrastructure

Ineligible expenses: Engineering and/or design costs associated with project.

Project Selection & Oversight

- This is a competitive funding application.
- A review committee with representation from the Department of Planning and Community Development, Naturally Lewis, County Manager, Lewis County Historical Society, and the Board of Legislators will lead project selection. Municipal Zoning Enforcement Officers will participate in the project review process to ensure compliance with local zoning regulations.
- Projects that are not selected for any given funding round will receive feedback on how to improve their proposal for a future application.
- The Department of Planning and Community Development and Naturally Lewis will lead day-to-day oversight of project implementation and will provide the County Manager with monthly summaries to present to the Finance and Rules Committee.

For projects involving historic structures, priority will be given to those that align with best practices in historic preservation as outlined in the Secretary of the Interior's Standards for Rehabilitation, downloadable for free at: <https://www.nps.gov/tps/>.

If project funding is awarded, the final scope of work will need to be approved by the committee. Expenses incurred prior to the final scope approval will not be eligible for reimbursement. Depending on the project, a building and/or land use permit may be required. If the project includes signage, the awardee will need to apply for a permit, if applicable. Permits are not required to submit the application; however, they must be in place before any work can begin.

Timeline:

The Façade and Streetscape Improvement Program will have two funding cycles to help capture new businesses in a timely fashion and provide more opportunities for participation. Recipients will have twelve months after award notice to complete a project barring exceptional circumstances. Funds will be limited to one project per applicant for the entirety of this program and funding will be distributed as a reimbursement once a project is complete.

Round 1

- Funding Open: August 18, 2021
- Application Due Date: November 5, 2021
- Committee Review: November 19, 2021
- Award Notifications: December 1, 2021

Round 2

- Funding Open: September 2, 2022
- Application Due Date: November 4, 2022
- Committee Review: November 18, 2022
- Award Notifications: December 2, 2022

Project Compliance and Completion Requirements:

Projects must be completed within twelve months of the award notice to complete a project barring exceptional circumstances. Monthly update forms must be completed and sent to the Lewis County Planning and Community Development Department on the last Friday of each month.

Temporary and permanent signage acknowledging the participation in the Lewis County Façade and Streetscape Improvement Program will be supplied and required to be displayed at the project sites during the project and upon its completion.

Funds will not be distributed until verification of work has been completed and that all vendors have been paid in full. Upon project completion, proof of payment to the contractor/vendor is required in the form of an invoice and cancelled check or credit card statement. Cash payments are not acceptable and will not be reimbursed. Personal labor by the business or property owner and sales tax are not reimbursable expenses. Only expenses detailed in the approved scope of work will be eligible for reimbursement and to meet the 25% match requirement.

For questions about this program, please contact Megan Krokowski, Community Development Specialist, at 315-376-5423 or megankrokowski@lewiscounty.ny.gov.