

# 2023 FUNDING REQUEST

## ONONDAGA COUNTY COMMUNITY DEVELOPMENT

Assistance with completing this FUNDING REQUEST is available by contacting Michael LaFlair at 435-3558.

Use a separate funding request for each project. You are not limited to one project application per year. Projects previously submitted must be resubmitted on new forms. Please answer all questions applicable. Do not submit more than one copy. Please provide a map and photographs of the project site. Please e-mail your application to [michaellaflair@ongov.net](mailto:michaellaflair@ongov.net).

Completed FUNDING REQUESTS must be submitted to Community Development by April 7, 2023.

### 1. GENERAL INFORMATION

Project Name \_\_\_\_\_

Project Location \_\_\_\_\_  
(Attach a map which locates the project. Also locate your project on a copy of the income map.)

Street Address \_\_\_\_\_

Town/Village \_\_\_\_\_

Municipal Contact \_\_\_\_\_  
(name) \_\_\_\_\_ (phone)

Engineer/Architect \_\_\_\_\_  
(name of firm)

Application prepared by \_\_\_\_\_  
(name of contact) \_\_\_\_\_ (phone)

Application prepared by \_\_\_\_\_  
(name) \_\_\_\_\_ (phone)

Census Tract # \_\_\_\_\_ Block Group # \_\_\_\_\_  
(refer to enclosed map) (refer to enclosed map)

Number of Persons/  
Households Benefiting \_\_\_\_\_

Public Hearing Held  YES  NO Date: \_\_\_\_\_

Resolution Included  YES  NO Date: \_\_\_\_\_

Is Project Site Owned by the Municipality  YES  NO

If no, who owns project site? \_\_\_\_\_

Who will provide long-term maintenance? \_\_\_\_\_

**2. PROJECT DESCRIPTION**

**Include exact street locations, number of feet of sidewalks, etc. Example: 1,300 lineal feet of sidewalk on the east side of Chappell Street between Mechanic Street and North Street. Five (5) trees, 4 benches, 800 lineal feet of curbing on Charles Avenue between Katherine and Downer.**

**3. PROJECT ELIGIBILITY**

**This project:**

\_\_\_ will principally benefit low income persons

\_\_\_ will benefit elderly or handicapped

**a. LOW INCOME BENEFIT**

# of houses in project area (or) \_\_\_\_\_

# of low income people benefiting \_\_\_\_\_

**b. HANDICAPPED OR ELDERLY BENEFIT (explain)**

\_\_\_\_\_  
\_\_\_\_\_

**4. DEFINITION OF THE PROBLEM**

**Briefly explain the problem this proposal seeks to eliminate. Indicate why, where, and how the problem exists; supply documentation to support your opinions (i.e. surveys, studies, documents, reports, photographs, etc.). Indicate how the proposed project will alleviate the problem.**

**5. IMPLEMENTATION**

**Describe your implementation schedule. Funding will be available in early 2024. The project must be completed by December 31, 2024.**

**A. Construction schedule**

**B. Describe long term maintenance plan, e.g. who will be responsible for snow removal on new sidewalks, etc.**

**6. COST ESTIMATES**

Provide detailed cost estimates for the proposed project. Community Development cannot pay cost overruns; therefore, your cost estimates should be as accurate as possible. Costs should be based on engineering or architectural estimates. When preparing this data, consider these factors:

1. Project should be completed in one phase if possible. If it is necessary to divide the project into phases, each phase should be functional by itself because of the uncertainty of future funding. Funding cannot be stockpiled from year to year;
2. Federal Prevailing Wage Rates apply to construction projects over \$2,000;
3. Cost estimates should be as detailed as possible;

*NOTE: Attach separate page(s) for the cost estimate.*

**7. BUDGET**

Because the total amount of funds is limited, it is recommended that your municipality provide local funds for at least 25% of your project. Chances of a project's approval will be enhanced if there is a local share. If you feel no local share can be provided, please document why that is the case.

a. Total estimated cost of project: \$ \_\_\_\_\_

b. Funds to be provided from other sources:  
(list amounts and sources)

		<u>approved</u>	<u>date</u>
1. source _____	\$ _____	___ YES ___ NO	_____
2. source _____	\$ _____	___ YES ___ NO	_____
3. source _____	\$ _____	___ YES ___ NO	_____
4. source _____	\$ _____	___ YES ___ NO	_____

*(note: If funding from other sources has not yet been approved, please indicate when approval is expected.)*

Total funds from other sources: \$ \_\_\_\_\_

c. Amount of funds requested from CDD: \$ \_\_\_\_\_

**8. Environmental Considerations**

If your project is approved, the municipality is responsible for completing the State Environmental Quality Review (SEQR) and submitting the appropriate documentation once the SEQR is completed.

The Community Development Office will complete the federally required National Environmental Policy Act (NEPA) Review.

YES NO

Is the project located in a floodplain?

Note: Buildings in a floodplain must be covered by flood insurance.

\_\_\_ \_\_\_

Is the project located in a wetland?

\_\_\_ \_\_\_

If yes to either question, include a topographical map.

Will you be removing any trees?

If yes, how many and what size (dbh – diameter at 4.5 feet above ground)?

\_\_\_ \_\_\_

\_\_\_\_\_

Is the property listed on, or eligible for, the National Register of Historic Places?

\_\_\_ \_\_\_

If the project includes building renovation, what year was the building built?

\_\_\_\_\_

If there were additions, what year(s) were they added?

\_\_\_\_\_

Does the building contain any: Lead  
Asbestos  
Mold  
Radon

\_\_\_ \_\_\_  
\_\_\_ \_\_\_  
\_\_\_ \_\_\_  
\_\_\_ \_\_\_

Please explain how this was determined. If yes, where is it located?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there any tanks, toxic or hazardous materials located on the site or nearby?

\_\_\_ \_\_\_

Is the site located within 1/2 mile of the airport?

\_\_\_ \_\_\_

Additional information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE PROVIDE THE FOLLOWING:**

1. Census Map showing exact project location; topographical map, if required
2. Photographs of the project site or neighborhood in a clear plastic sleeve
3. Resolution of the Town or Village Board which authorizes the application
4. Evidence of a public hearing
5. Cost estimate
6. Construction schedule
7. Indication of project priority if submitting more than one project and an explanation of your priorities
8. E-mail your application to [michaellaflair@ongov.net](mailto:michaellaflair@ongov.net)