



Department
of State



Downtown
Revitalization
Initiative



NY Forward

NY Forward Capacity Building Webinars

Frequently Asked Questions

Q1: *For the application, is there an expectation that we'd have a final vision or a vision that we want to work further if we are awarded the grant?*

A1: The vision statement that is included in your application should be supported by the community. The potential projects included in the application should clearly advance that vision. However, through the NY Forward planning process the vision statement will be revisited and refined as needed.

Q2: *Can a NY Forward application involve a partnership between a municipality and a non-profit organization with either taking lead agency position?*

A2: New York State towns, villages, and cities are the eligible entities that may apply. Municipalities are welcome to partner with relevant non-profits as they develop their application. Non-profits may also serve on the Local Planning Committee during the planning process.

Q3: *Please share the specific web site where the recorded seminars are posted.*

A3: You can view replays of the seminars on our website at: <https://www.ny.gov/ny-forward/capacity-building-webinars>.

Q4: *We are applying for a NY Main Street Technical Assistance grant and a Restore NY application as well. Is that a problem?*

A4: No, you can apply for other grant sources.

Q5: *What's the smallest village awarded so far?*

A5: We have worked with villages with as few as 500 people. You can learn more about the communities we have worked by viewing their applications on our website.



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- Q6: *Do we have to do mapping for the application or is this something we do if we are awarded?*
- A6: A boundary map is the only map required for the application. While not required, mapping the potential projects included in your application will help to show how projects are connected, synergistic, and how they will holistically transform your downtown.
- Q7: *When you create a micro-grant program for facades, etc., do you typically require some kind of match from the property owner to ensure they have some skin in the game? Would a match be required as part of New York Forward?*
- A7: The Small Project Fund, will require a match of at least 25%. The fund will be administered locally, so if the community desires they are able to require a higher match. If the fund is included in the application, the match will be required of the participants taking advantage of the fund once it is established and those participants have been selected.
- Q8: *So many of these examples are from places with a much bigger tax base and sources of public technical assistance that we don't have. Do you have examples for smaller communities?*
- A8: We are currently in the first round of New York Forward and do not yet have examples to point to for this program. However, examples from our Downtown Revitalization Initiative (DRI) communities can be found on our website.
- Q9: *A key project element that is often forgotten is, what happens after the project is completed in terms of who is responsible for its long-term maintenance, and where is the funding going to come from for that maintenance?*
- A9: One of the key factors we consider in the selection process is the project sponsor's ability to develop and move these projects forward. Project sponsors must demonstrate their capacity to carry out the project in order for their project to be considered, and they will maintain the project going forward.



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Q10: *When you discussed the "who" of project implementation, you didn't mention the "consulting team" and "project manager" from the Department of State (DOS) that communities will be paired with. Could you clarify the these roles?*

A10: Once a community is awarded, we go through a seven-month planning process to create the Strategic Investment Plan. The community will work with a consultant, selected by DOS, to prepare this revitalization plan. The DOS project manager will ensure that program goals and intentions are met, but the process is driven by the community and conducted by the consultant.

Once the Strategic Investment Plan is complete and projects have been awarded, project contracts may be held either by DOS, Empire State Development or the Office of Homes and Community Renewal. The project manager in the respective agency will monitor project implementation. For public projects, DOS will likely be the contracting agency.