

Schenectady Downtown Revitalization Initiative Request for Project Information Form

In early 2019 Governor Andrew Cuomo announced a fourth round of the Downtown Revitalization Initiative (DRI). DRI is a \$100 million effort to improve the vitality of urban centers across New York State by investing \$10 million in 10 municipalities statewide. Schenectady submitted an application that contained proposed a combination of both public and private revitalization initiatives, and the City was notified of being an award recipient in November.

While the City has already identified potential DRI projects, additional initiatives, both private and public, may still be identified through an open and transparent community engagement process. The following categories identify the types of initiatives that can be funded:

- Public Improvements
- New Development or Rehabilitation of Existing Structures
- Revolving Loan and Grant Funds
- Branding and Marketing

The following types of initiatives **can not** be considered for funding:

- Planning activities
- Operation and maintenance (include staffing, utilities, rent, etc.)
- Pre-award costs
- Property acquisition
- Training and other continuing expenses
- Expenses related to existing programs

For more information on the DRI including types of projects that are both eligible and not eligible, please visit:

<https://www.ny.gov/downtown-revitalization-initiative/round-four-dri-frequently-asked-questions>

We welcome the opportunity to hear from non-profits, arts and cultural institutions, property owners, developers, and others. DRI funding is for capital projects and can include an extensive list of economic development, transportation, housing, and community initiatives that align with the community's vision for the downtown and that may be implemented with a variety of public and private resources, including but not limited to the DRI allocation. Recommended projects may range in cost and scale from small improvements to large-scale construction projects.

However, it is important to note that ***each initiative will need to have a project sponsor that has the capacity and authority to complete the effort.***

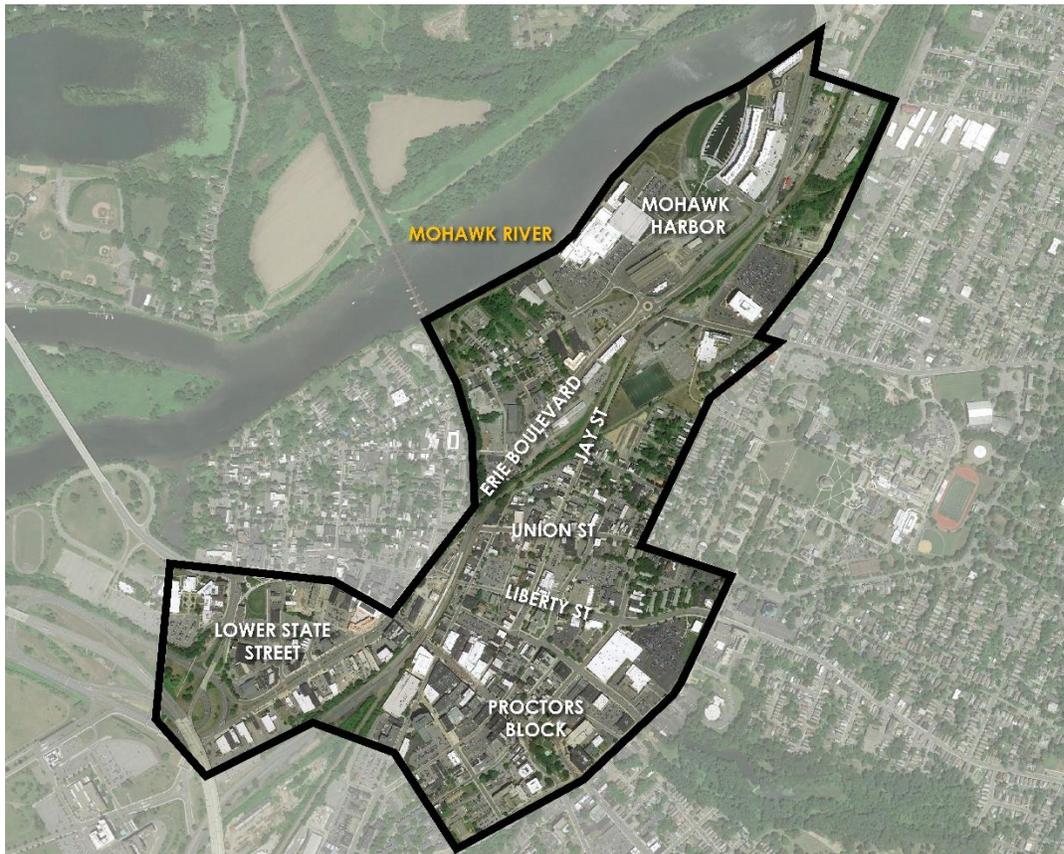
The Strategic Investment Plan developed through this process must present implementable projects that align with the goals and strategies developed by the LPC. The consulting team is in the process of collecting project information and reviewing project feasibility. If you or your organization has a project to be considered for DRI funding and inclusion in the Strategic Investment Plan, please complete the form that follows to provide information about the project. As the DRI allows for a wide variety of projects, it may be necessary to adapt the form to fit the type of project you are suggesting.

**If you have questions, please reach out to Steve Kearney at steve.kearney@stantec.com
Project forms need to be submitted to Steve Kearney by email by FRIDAY, January 24, 2020.**

Please note the following:

- This is NOT a funding application. This information is needed to help LPC members and the consultant team evaluate your project for possible financial assistance. If the proposed project is recommended for assistance, a separate funding application may be required.
- The LPC may request additional information or clarification, including financial projections.

SCHENECTADY DRI STUDY AREA



All potential projects must be located within the study area to be considered for funding.

DRAFT VISION STATEMENT

The City of Schenectady—already a center for culture, education, commerce, and recreation—is entering the next chapter of our ongoing comeback story. In the next phase we will continue to diversify our job base; increase a full range of quality housing options; celebrate and preserve our historic resources; and make the Mohawk River fully accessible to all; Our DRI will connect our rebounding downtown with our new waterfront to create a dynamic 24/7 destination for residents, businesses, and visitors alike.

DRAFT GOALS

- *Increase linkage opportunities to connect Lower State, Proctors, and Mohawk Harbor*
- *Become a City with a firmly established 24/7 downtown environment*
- *Diversify our economy and job base*
- *Build on and celebrate our historic and cultural richness*
- *Expand access to our green- and blue-ways*
- *Make sure Downtown and the Waterfront are attractive and a source of pride to ALL residents*

Please note that the Draft Vision and Goals will be reviewed and receive input from both the Local Planning Committee and the community during the first public event.

1. PROJECT SUMMARY

a. Project Title

Present as an action-oriented statement (e.g. Renovate Smith Building for Mixed Uses; Install LED Lighting in Business).

b. DRI Funding Request and Total Project Cost

State the amount of DRI funding requested for the project, as well as total project cost.

c. Project Description

Include a concise description of the project (5-7 sentences).

2. PROJECT SPONSORS

a. Responsible Parties

Identify the full legal name of the entity(ies) or individuals responsible for development, management and long-term sustainability of the project. Identify a project contact person and provide contact information for follow up questions about the project.

b. Project Partners

Include a list of any public, non-profit, and private entities or organizations needed to implement the project and their role. Specifically identify if these parties are already involved in the project or proposed for involvement.

c. Capacity

Address the capacity of the responsible party(ies) to implement and sustain the project. Identify other DRI project profiles that the entity(ies) is/are involved with.

3. ABOUT THE SITE

a. Location

Include the street address of the project or area of coverage. This should correspond to an attached location map.

b. Existing Uses

c. Building Condition (if applicable)

d. Environmental Conditions or Other Constraints

e. Site Ownership

Identify site ownership/jurisdiction over the project; identify any site control issues and proposed resolutions.

f. Regulatory Requirements

Identify review, approvals, and/or permits related to the project (local, State, Federal) as applicable.

4. PROPOSED DEVELOPMENT

a. Description and Concept

Provide a detailed description of the proposed project:

- For new development and building renovations, please describe the uses and the yields for each (units, floor area)
- Identify the catalytic/transformational nature of the project.
- Identify maintenance or management arrangements.
- Identify any relationship to other proposed projects, if possible.

b. Market Study / Analysis

Briefly describe the findings of relevant research of market studies to demonstrate the market feasibility. Attach corresponding document if applicable.

c. Implementation

Provide a general timeframe to demonstrate project readiness. Include:

- Phasing for implementation with milestones and deliverables, with immediate next steps expressed in number of months (e.g. prepare engineering design document (2 months), permit submissions, review and approval (3 months), etc.).
- Describe any preliminary work that is needed to advance the proposed project and indicate whether any of this work has been completed or what parts of this work remain to be completed.
- Provide any known or anticipated start and completion dates, recognizing that projects supported by DRI funds must be implemented within a short timeframe.

5. COST ESTIMATES AND FINANCING PLAN

a. Estimated Costs

Include a breakdown of the project's estimated costs including full development budget and soft costs.

b. Funding Sources

Identify each source of funds and specifically identify if the source is formally committed or proposed. Clearly identify the amount of DRI funds being sought.

6. JOBS CREATED

Describe the level of anticipated job creation, both temporary and long-term.

7. LOCAL IMPACT

Describe the project's anticipated impacts on Schenectady (economic impacts, community benefits, etc). Please identify metrics that may be used to measure the project's success.

ATTACHMENTS

A. Documentation of Qualifications/Relevant Experience

Include entity overviews/brochures and detailed information on similar development projects completed within the past 10 years.

B. Project Location Map

C. Project/Site Photos or illustrations of the project, site plan, renderings or other appropriate design imagery.

D. Market Analysis

E. Budget

CERTIFICATION

I, [Print Full Name] certify that I am authorized to submit this project proposal on behalf of [Legal Name of Entity identified as responsible party].

Signature