



NY Forward

Lindenhurst

NYF Small Project Fund

Application

The Lindenhurst community has been awarded funds through the New York State NY Forward (NYF) program to fund catalytic projects in the downtown to spur revitalization. As part of the overall NY-Forward Project, the State awarded \$300,000 towards a Small Project Fund. Applicants with smaller projects (total project cost less than \$100,000) can apply for funding under this program to complete these projects.

August 27, 2025

How to Submit Your Project

1

Review the Eligibility Criteria

on page 3 to make sure your project is eligible to be considered for NYF funding.

2

Review the Project Requirements

on page 3 to learn about the requirements for projects and how your project will be considered by the Lindenhurst Local Planning Committee and New York State.

3

Review the Evaluation Criteria

on page 4 to see how the State evaluates projects and to understand how the Lindenhurst LPA may evaluate projects.

4

Fill out the Project Proposal Submission Form

on pages 5 through 11. Address each topic thoroughly and completely. The LPA will use this information to consider projects to be included in the Lindenhurst Strategic Investment Plan.

5

Submit your Completed Application

Submit your Completed Application (and any supplemental materials) either electronically, in-person, or by mail no later than **August 27, 2025.**

➔ **To submit via email:**

Email your completed application and any supplemental materials to projects@visionli.org

➔ **To submit via mail:**

Vision Long Island
24 Woodbine Ave., Ste. 2
Northport, NY 11768

?

Questions regarding project eligibility, evaluation, or the project forms can be directed to projects@visionli.org

Project Types & Requirements

It is expected that NYF funds will be used for capital projects that will transform the physical environment of the downtown in ways that will benefit current residents and future generations. However, certain non-capital projects or projects that may lead to capital investment will also be considered to the extent that they will contribute to the revitalization of the downtown. The following is a description of eligible and ineligible project types.

Eligible Project Types

- **Building Renovations.** These may include projects such interior/exterior renovations for commercial or mixed-use spaces, façade/storefront improvements, permanently affixed signage and awnings, commercial interior fit-out, HVAC, MEP, energy system upgrades, and other permanent building improvements.
- **Upper-Story Residential Improvements**
- **Permanent Commercial Machinery/Equipment** – Must be integral to the business, not a replacement unless enabling new products/services. Acquisition cost must be \$2,000+ per unit and have a useful life over one year.
- **Soft Costs** – architectural, engineering, and environmental services
- **Public Art**

Ineligible Project Types

- **General ineligible uses** - acquisition costs, improvements to buildings owned by religious or private membership organizations, improvements to municipally owned/operated buildings, furnishings, electronics, tools, disposable supplies, temporary fixtures or artwork
- **Site Work Restrictions** - NYF funds cannot be used for septic systems/laterals, grading, parking lots, sidewalks, patios, decks, garages, sheds, landscaping, fences, freestanding signs, or general maintenance/repairs.
- **Business Activity Restrictions** - inventory, rent or lease expenses, working capital, other undefined operating expenses
- **Labor Restrictions** – labor by applicant, family or staff. In-kind labor and reimbursement for materials only.

Project Requirements

The following are the requirements for projects to be considered for NYF Funding:

- **Project Location.** Projects must be located within the Lindenhurst boundary. If your project is located outside the NYF boundary, please provide a brief description of how the project relates to the downtown and supports the stated goals of the NYF. Minor boundary modifications may be considered by the LPC.
- **Project Funding.** Projects should have financing commitments largely secured or be able to demonstrate a clear path to securing sufficient financing. Projects that use other funding sources will be more competitive for

funding awards. All projects may be subject to varying match requirements based on the Local Planning Committee's discretion.

- **Project Sponsors.** Every project must have an identified project sponsor. Sponsors may be not-for-profit, or private entities with the capacity and legal authority to undertake the proposed project.



Evaluation Criteria

The following are the State criteria by which each proposed project will be evaluated. The Local Planning Committee will use these criteria as a guide to build on when developing local evaluation criteria.

Alignment with State and Local Goals

1

NYF State Goals

- Create an active downtown with a strong sense of place.
- Attract new businesses that create a robust mix of shopping, entertainment and service options for residents and visitors, and that provide job opportunities for a variety of skills and salaries.
- Enhance public spaces for arts and cultural events that serve the existing members of the community but also attract visitors from around the region.
- Build a diverse population, with residents and workers supported by complementary diverse housing and employment opportunities.
- Grow the local property tax base.
- Provide amenities that support and enhance downtown living and quality of life.
- Reduce greenhouse gas emissions and support investments that are more resilient to future climate change impacts.

2

Catalytic Effect

The project is likely to have a significant positive impact on the revitalization of the downtown by attracting other public and private investment at a scale appropriate for the NYF community.

3

Project Readiness

The project should be well-developed and poised to proceed in the near-term in a way that will jump start the redevelopment of the NYF area.

4

Eligible Project Type

The project must be one of the eligible project types outlined in the Eligibility Criteria section on pages two and three and must meet all the requirements for that specific project type.

5

Cost Effectiveness

Investment of NYF funds in the project would represent an effective and efficient use of public resources.

6

Co-Benefits

The project will result in secondary benefits to both the community and project developer, beyond the primary goal of the project, which will generate additional economic activity, grow the local property tax base, improve quality of life in the neighborhood, and/or result in improved buildings likely to create healthier, more comfortable and productive environments in which to live and work.

NYF Project Form

Fill out this form to be considered for LPC project review and potential NYF funding. Please address each topic thoroughly and completely. The LPC will use this information to consider projects to be included in the Lindenhurst Strategic Investment Plan. Project sponsors are expected to provide timely responses to requests for any additional information from New York State and/or the NYF consultant.

1

Project Sponsor

Provide the contact information for the project sponsor.

Name:

**Sponsor business or organization
(if applicable):**

Title (if applicable):

Mailing Address:

Phone:

Email:

If there are additional people who should be contacted as part of this proposal, please provide their contact information.

Name:

Phone:

Email:

Affiliation:

Name:

Phone:

Email:

Affiliation:

2**Project Location**

Please indicate the location of the proposed project.

Project Address or Location:

3**Existing Conditions**

Describe the project site's existing conditions.

4**Project Title and Description**

Please provide a description of the proposed project's scope of work, including:

- Indicate the size of the project (e.g., square footage of the building and of the space to be renovated (if applicable), number of floors, acreage)
- Describe in detail the proposed look of the improvements. Please include renderings (if available) as an attachment to this application.
- Identify the exact components of the project that the grant funding will be used for.
- Please attached a page if additional space is required.

5**Property Ownership**

Identify the owner of the property on which the proposed project will be located. If the project sponsor and the property owner are not the same, please describe how the project sponsor will obtain the legal authority to implement the project at this site.

6**Project Site Information**

a. Is the proposed work visible from a public right of way? Yes No

b. Will the services of an architect be used? Yes No

If an architect will be used, please provide their name/address:

c. Are the municipal taxes on the property current? Yes No

d. Are the school taxes on the property current? Yes No

e. Are the water/sewer bills on the property current? Yes No

f. Are there any liens on the property? Yes No

If the answer was yes to any of the above questions, please explain:

7**Applicant Information**

a. Has the applicant received or been awarded an Economic Injury Disaster Loan (EIDL) in the past? Yes No

b. Is the applicant a minority? Yes No

c. Is the applicant a woman? Yes No

d. Is the applicant a veteran? Yes No

e. Previously applied for NYF open call for projects? Yes No

8

Preliminary Funding Estimate

State the total estimated project cost and the amount of NYF funds requested. **Grant request may not exceed 50% of the total project cost for private applicants and 25% of the total project cost for non-profit applicants.**

NYF funds are structured as reimbursable grants. If NYF funds are awarded, the grant recipient may need to finance the total project cost using a bridge loan, owner equity, or another financing mechanism. In this situation, grant funds will be released once the project is completed per the contracted scope of work.

Please use the following definitions to guide the response for the Status of Funds.

Secured: This funding source and amount of funding is guaranteed.

Anticipated: This funding source is reasonably expected to be available at the time of project implementation, but the project sponsor does not have the funds currently available. This status may apply for funding sources such as loans, bonds, or fees.

Requested: The project sponsor has submitted a request to a funding entity for the amount identified but has not received confirmation of funding. This category is appropriate for the NYF funding source or other grants.

Undetermined: This funding source has not been secured, and the project sponsor has not fully identified the funding sources and amounts.

Action	Cost	Funding source	Status of Funds
Total NYF funding request	\$		
Total funds from other sources	\$		
Total project cost	\$		

**If a proposed project has not yet developed cost estimates or identified sources of funding, please provide as much detail as possible at this stage.*

**A project may include the cost of acquisition in the project budget, but the acquisition must be covered by another funding source, as NYF funds cannot be used to acquire property.*

9

Capacity

Describe the project sponsor's experience in implementing projects similar in scope/complexity to the proposed project, including any experience with grant administration.

10**Partners**

Identify any partner entities or organizations needed to implement the project (e.g., funding, operating, or business partners). Describe their roles in the implementation of the project.

11**Project Readiness and Timeframe for Implementation**

- Describe any work that has already been completed to date to advance the project, such as feasibility studies, market studies, preliminary site design, permits obtained, and/or funding or financing that has been secured. **Submit any studies, preliminary designs, legal agreements, permits, documentation of site control, and/or documentation of funding secured as supplemental materials.**
- Describe the proposed timeline for project implementation that includes major project milestones.
- Describe any known challenges, such as regulatory issues and environmental constraints, and explain how these challenges will be addressed in a timely manner.

12

Anticipated Revitalization Benefits

Describe the expected impact the proposed project will have on the building, the occupying or future business(es), and the community. Additional consideration should be given to the economic, environmental, social, and/or health benefits that would be gained with this project, such as job creation, additional housing opportunities, preservation of historic structures, redevelopment of vacant or underutilized spaces, remediation of a brownfield, beautification, etc.

13

Required Attachments

(Please Initial the following has been attached. Do not provide originals.)

Photos of the project site in its current condition

Drawings of plans of the building which illustrate all proposed work including any structure work or repair, paint colors, materials, samples, etc. (grant admin can provide assistance) _____

Information on the methods and material to be used _____

Signed declaration from property owner _____

Proof of building ownership OR proof of permission for project and lease extending through three (3) year compliance period _____

Proof of financial resources to complete project, such as loan commitment, documentation of available line of credit, or cash in account _____

Itemized budget (template attached) _____

Certifications

Please initial the following statements indicating you understand and agree to each:

- a. Prior to starting, NYS NY-Forward projects must undergo an environmental review and clearance of scope of work by the State Historic Preservation Office. _____
- b. NYS NY-Forward applications must have at least two bids for each phase of work and reimbursement will be based on the lowest responsible bid. _____
- c. If the applicant chooses a bid other than that selected by the Village, the applicant will be responsible for 100% of the difference with no reimbursement. _____
- d. Only work completed by a vendor that is previously approved by the Village of Lindenhurst will be reimbursed. _____
- e. Awardees of NYS NY-Forward program funds must execute a declaration agreeing to maintain improvements for three years following project completion. _____
- f. NYS NY-Forward project grants will be reimbursed for eligible projects only following the satisfactory completion of an approved scope of work and submittal of required documentation. _____
- g. If chosen, a deposit will be required to cover the costs of the environmental review. Such deposit will be forfeited if the project is not completed. _____

I hereby certify that the information provided in this form is true and correct to the best of my knowledge. In order to be considered for NYF funding, I agree to provide timely responses to requests for additional information from the Village of Lindenhurst, New York State and/or its NYF consultants.

Project Sponsor Signature:

Date:

I understand that submission of this form does not constitute an application for or guarantee of funding from New York State, that the information provided herein will be reviewed and considered by the NYF Local Program Administrator for possible submission to New York State. I further understand that inclusion in the submission to New York State does not constitute a guarantee of funding from New York State, that all funding decisions will be made by New York State, and if funded I will comply with all State funding requirements.

Project Sponsor Signature:

Date:

Further, I hereby acknowledge that I have read the NYF project criteria and understand that any NYF funding provided for projects will be made available on a reimbursement basis only after expenses are incurred or in some cases, after a project has been successfully completed in its entirety. I also understand that NYF funding will be subject to all applicable New York State requirements, including, but not limited to MWBE utilization, competitive procurement for goods and services, and project status reporting.

Project Sponsor Signature:

Date:

→ To submit via email:

Email your completed application and any supplemental materials to
projects@visionli.org

→ To submit a hard copy, mail or hand-deliver to:

Vision Long Island
24 Woodbine Ave., Ste. 2
Northport, NBY 11768

→ More information:

For more information, visit www.lindenhurstnyf.com

Deadline for Submission:

August 27, 2025

Village of Lindenhurst Small Project Fund - Project Budget

Project Name

Site Location

Project Lead:
Start Date:

Budget Summary

Budget	Actual	Under/Over

[illegible]