

Application Checklist: Restore NY Communities Initiative

Municipal Name				
Item	Yes	N/A		
Application fee payable to Empire State Development Corporation				
A true and complete copy of the Municipal Resolution				
Property Assessment List				
Proof of Publication of Property Assessment List				
Proof of Publication of Public Hearing Notice				
Individual Property Packet for all properties				
Up to 2 Façade Photos for all properties				
Letters from local planning/zoning officials stating project compliance				
Project Site Map				
Certification of Completeness				
Written commitment(s) for project financing				
Non-municipal entity Project Proposal				
Third Party Project Estimates				
Credentials of individuals and/or lead entities involved in project*				
Five years operating pro forma*				
SEQR Environmental Assessment Form (EAF)*				
SEQR Negative Declaration*				
EIS Findings Statement*				
SHPO Review Materials*				

^{*}These items are not considered required documents, but will help to demonstrate project readiness

Certification of Completeness

By entering your name below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in the Application and all statements, data, and supporting documents which have been made or furnished for the purpose of receiving assistance for the project described in the application, are true, correct, and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

Chief Elected Official		
Signature		
Title	Date	



Property Assessment List

Municipal Name	
Project Name	

List and sequentially number all properties submitted for this project. Properties with both a demolition/deconstruction phase AND a rehabilitation/ reconstruction phase must use separate lines to define EACH project phase. This list must be published in a local daily newspaper for three consecutive days and be the subject of a public hearing.

#	Site Name /Address	Sq.Ft.	R-Residential C-Commercial	DM-Demolition DC-Deconstruction RH-Rehabilitation RC-Reconstruction	V-Vacant A-Abandoned C-Condemned S-Surplus