

TOWN OF DOVER

102 Route 100
Dover, VT 05356

2020 DO-IT Program – Dover Opportunity for Investment in the Town

DO-IT is an initiative designed to assist Dover businesses with revitalizing exterior aesthetics of commercial property. The program is funded through an appropriation of local option sales tax revenue on an annual basis to applicants that meet the eligibility requirements, fulfill the program guidelines and support the goals of the program. DO-IT is intended to make Dover commercial property more attractive and desirable to frequent.

The Town of Dover will rebate 75% of the approved project's total cost (PTC) between \$1,000 and \$6,000. PTC's of less than \$1,000 will not be considered for this grant. PTC includes cost of materials and contracted labor. No 'sweat equity' is includable.

Eligibility:

Applicants must meet the following requirements:

- Must be a commercial property and the property and improvements must be visible from Route 100 and/or other major town roads and/or the Valley Trail.
- Eligible projects include:
 - **Front façade** upgrades including, but not limited to, Painting, siding, roofing, outdoor dining spaces, paving of parking areas directly in front of the commercial area. Other improvement projects may be considered.
- All projects must meet appropriate state, town and zoning ordinances.
- Applications must be complete and include any and all formal material and/or labor cost itemized estimates and before photos.

Guidelines:

- Applicants should hire local contractors whenever possible.
- Multi-related commercial properties are considered as one commercial property.
- Priority will be given to first time applicants as well as those projects that increase economic viability or repair a major structural component of the building.
- Commercial properties, including multi-related properties, may apply for more than one project but will only be approved for one grant per fiscal year.
- Grants awarded under the DO-IT program may be treated as income and therefore be subject to taxation. Applicants should seek professional advice as the Town of Dover is not liable for any resulting income tax on grant amounts.
- Non-profits will be considered on a case by case basis.
- The Dover Selectboard reserves the right to approve or deny any request including dispersal of funds if program requirements are not met.

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Ineligible projects and organizations include:

- Home or mobile commercial properties.
- Organizations that discriminate because of race, color, creed, gender, national origin, or limit participation.
- Political organizations, candidates for political office, and organizations whose primary purpose is to influence legislation.
- Fraternal organizations, churches or church-related groups with proposals that promote religion or an individual doctrine, and schools and school related organizations.
- Projects that occurred in the past or are currently underway cannot qualify for grant.

Application and Payment Process:

- Completed applications with supporting documentation can be sent between May 11 and May 31, 2020 in the following ways:
 - Via email to Shannon Wheeler at econdev2@doververmont.com
 - Via mail to: Town of Dover, attn. Shannon Wheeler, PO Box 428, West Dover, VT, 05356.
 - Dropped off in person to the Town Offices, 102 Route 100, West Dover, VT 05356 during open hours
- Grant awards will be announced in early June 2020 and all work must be completed by June 30, 2021.
- Paid and dated itemized receipts/invoices for contracted labor and materials and after photos must be submitted by September 30, 2021. **No reminders will be issued.**
- Within 30 days of receipt a site inspection will be performed before rebate funds are paid.

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**2020 DO-IT Program – Dover Opportunity for Investment in the Town
Application Form**

Business Name: _____ Date submitted: _____

Owner/contact name: _____

Property address: _____

Email: _____ Phone: _____

Commercial Property Tax ID/Registration Number _____

Grant Amount Requested: _____ Total Project Cost: _____

Type of Project: Façade Improvements Paving Other Improvement Project

Is this property currently occupied by a commercial business? Yes No

If not, will this project enable the property to become occupied? Yes No

Describe your project and plan in detail including a timetable for completion.

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Will this project improve the aesthetics of this building and/or the Town? Yes No

If yes, please describe: _____

Will this project increase economic activity at this location, or within Town? Yes No

If yes, please describe: _____

Will this project increase employee hours at this location? Yes No

If yes, please describe: _____

Will this project repair a significant structural component of the building? Yes No

If yes, please describe: _____

Do you have other sources of funding for this project? Yes No

If yes, please describe: _____

Are the improvements visible from Route 100? Yes No

Has this property received DO-IT funds previously? Yes No

Have you answered all of the questions and included all of the attachments? Yes No

This completed application along with supporting documentation (before photos and a formal material and/or labor cost estimate) can be sent between May 11 and May 31, 2020 in the following ways:

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