

# DEMOLITION ASSISTANCE PROGRAM

**(DAP) provides financial assistance to property owners in Phillips County for the demolition of dilapidated residential and commercial structures.**

## HOW DOES IT WORK?

The removal of dangerous and dilapidated structures is essential to our future community development and enhancement. Approved DAP projects receive an award of matching funds up to \$2,500 for residential and \$3,500 for commercial upon completion. These funds act as reimbursement to offset any accrued project expenses **such as contractor fees, material removal and landfill costs.**

## HOW DO I APPLY TO PARTICIPATE IN THE PROGRAM?

Submit a “before” picture of your property along with your completed application form (*see reverse*) and you will receive an approval response within 30 days. If you are approved to participate, you will then have **180 days** to complete your project.

**Applications will not be accepted for projects that are either completed or currently in progress.**

## WHAT ARE THE PROJECT REQUIREMENTS?

Demolition projects must conform to all municipal and county regulations and standards. Where applicable, permits must be obtained before commencing demolition.

The property owner will be responsible for:

- Disconnection of utilities
- Any potentially required inspections **PRIOR** to commencement of structure destruction, including, but not limited to asbestos inspections. Inspections must also be completed prior to receiving approval from PCED.
- The entire removal and proper disposal of above and below grade structures and of any hazardous waste located on the property.
- Filling any voids created through the demolition process (such as basement or storm cellar) in an appropriate manner to create a safe, walkable, and debris-free ground surface.

## I OWN RENTAL PROPERTY – CAN I STILL APPLY?

If you own rental property, you can apply to participate in the program. However, you will only be able to demolish one property per year-commercial or residential-including personal property.

## CAN I DO THE WORK MYSELF OR DO I NEED TO HIRE A CONTRACTOR?

We recommend using a professional contractor to carry out your demolition project. However, should you choose to do the project yourself, you **must** contact your local city office to ensure that you are complying with all rules, regulations, and requirements before starting your demolition. However, labor costs can only be reimbursed for professional contractors.

## HOW DO I RECEIVE MY FUNDS?

DAP participants must submit an “after” picture of their project along with itemized receipt(s) or invoice(s) within 30 days of project completion, for all costs incurred during the 180-day time frame. Reimbursement will then be issued providing that all conditions have been met.

## HOW MUCH FUNDING IS AVAILABLE?

The DAP program will reimburse up to 6 residential projects and 4 commercial projects per year. Funding will be approved on a first come, first serve basis. Once all funds have been depleted for the year, no applications shall be accepted again until the following calendar year beginning on January 1. Applicants are encouraged to reapply each year.

## CAN I RECEIVE MY AWARDED FUNDS AHEAD OF COMPLETION?

**No.** DAP funds will only be awarded to an approved applicant upon total project clearing and completion. Applicants must submit “after” pictures that demonstrate project completion along with itemized receipts and invoices of reimbursable costs within 30 days of project completion.

# DEMOLITION ASSISTANCE PROGRAM APPLICATION FORM

Please complete ALL fields. Incomplete applications will be rejected.

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Applicant's Phone: \_\_\_\_\_

Applicant's Email: \_\_\_\_\_

Demolition Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Project Description:

Anticipated project start date: \_\_\_\_\_ Anticipated project completion date: \_\_\_\_\_

Applicant is the property owner of the DAP project address? Yes  No

## DECLARATION

I will be demolishing the described property and removing all associated material from the plot.

Yes  No

I have contacted my local city office and I am aware of all applicable regulations pertaining to completion of this project.

Yes  No

I have been approved for all necessary permits and licenses required to complete this project.

Yes  No

I understand that it is my responsibility to dispose of all waste, hazardous or otherwise, in a safe, legal and compliant manner.

Yes  No

I have previously applied for DAP funds for another property.

Yes  No

I am paid up to-date with all property taxes.

Yes  No

I grant permission to PCED to use pictures for marketing purposes.

Yes  No

I hereby apply for reimbursement through the DAP program and declare that the information provided on this application is true and correct to the best of my knowledge.

\_\_\_\_\_  
Property Owners Signature

\_\_\_\_\_  
Date

## ATTACHMENTS *(Please enclose the following with your application)*

"Before" picture of the property for which DAP assistance is requested.

Copy of bids or estimates for DAP project costs.

Supporting documentation to show project details.

Proof of Property Ownership (Copy of mortgage statement etc.).

Any permit/approval required from governing body.

**Office Use Only**    Appr    Rej    Init    \_\_\_\_\_    Date    \_\_\_\_\_    RMB Date    \_\_\_\_\_