

COMMUNITY IMPACT PROGRAM

(CIP) aids Phillips County homeowners and commercial building owners in rehabilitating their existing residential or commercial property, or in the demolition of no less than two (2) dilapidated residential or commercial structures.

CIP: Demolition Instructions

The Demolition portion reimburses homeowners **up to 25%** in matching funds, **not to exceed \$15,000**, to help offset expenses such as contractor fees, material removal and landfill costs. These funds may be used for the *demolition* of **no less than 2 residential or commercial properties**.

Please verify property zoning for the application process.

CIP: Demolition participants must also sign a contract verifying their commitment to one or more of the following (Contract is attached to this application):

1. Each house or commercial building listed for demolition must be replaced by another home, commercial building, or community hub within **2 years** of project completion.
 2. If the property owner does not plan to rebuild the demolished homes, they must market and sell the properties for home ownership within **one year** of demo completion.
 3. If the commercial property owner does not plan to rebuild the commercial buildings or build a community hub in their place, they must market and sell the properties for commercial use within **one year** of demo completion.
 4. Vacant properties (residential OR commercial) are NOT to be sold for more than the total cost of the demolition process.
- It is highly recommended that disposal of demolition projects be done within Phillips County, but it is not required.
 - Owner must be current on all property tax payments.
 - Applicants will only be reimbursed for material removal, landfill costs, and the *labor* performed by an insured contractor.
 - Funds may NOT be used for the replacement or sale of structures.

Applicants have **one year** to complete the Demolition process.

This does not include the above stated time to rebuild or sell new structures, or properties.

PCED Board may allow an extension upon request. Justification must be provided.

PCED reserves the right to do a walk-through before, during, and after project completion.

***PCED requires that applicants adhere to laws regarding licensing and permits of the county seat of Phillips County – Phillipsburg. ***

How Do I Apply?

Submit all required attachments listed on the application (see *page 5*) along with your completed application form and you will receive an approval response within 30 days. **You must schedule a time for PCED Staff to come take “Before” photos of your Demolition project.** If you are approved to participate, you will then have **365 days** to complete your Rehabilitation or Demolition project.

APPLICATIONS WILL NOT BE ACCEPTED FOR PROJECTS THAT ARE EITHER COMPLETED OR CURRENTLY IN PROGRESS.

How Do I Receive My Funds?

Approved CIP Demo participants must submit the following:

- “After” photos of their demolition project
- Proof of payment for materials and labor
- Plan for sale and/or redevelopment within **30 days** of Project completion as outlined in the attached contract.
 - Implementation of the sale or redevelopment must begin within **90 days** of project completion.
 - Redevelopment must be finalized within **two years** of original project completion.
 - Sales must be finalized within **one year** of original project completion.

All Demolition projects are subject to board approval prior to reimbursement.

How Much Funding is Available?

The CIP program will reimburse up to **5 Rehab projects per year per year**. Applications not approved due to the depletion of the annual funding allocation will be reconsidered the following calendar year. Applicants are encouraged to reapply. Incomplete applications will be rejected from the approval process. In this instance, the applicant would still be eligible to reapply for participation.

*Applicants may NOT participate in the Residential Revitalization Program, Commercial Revitalization Program, Demolition Assistance Program, or a PCED Loan Program, **AND** the Community Impact Program in the same year for the **SAME** Project, nor can they use the CIP to receive funding for projects that are more aligned with our smaller-scale programs.*

*Applicants MAY apply for a PCED Program or Loan Program in the same year for a **DIFFERENT** project.*

All completed applications will be evaluated by the PCED Board in the order in which they were received. Funds cannot be received prior to project completion.

PCED reserves the right to do a walk-through at any time throughout the life of the project.

****PCED Staff and Board Members are NOT engineers or contractors. ****

COMMUNITY IMPACT APPLICATION FORM

Please Note: Incomplete applications will be rejected from the approval process. In this instance, the applicant would still be eligible to reapply for participation. All **completed** applications will be evaluated in the order in which they were received.

Applicant's Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Applicant's Phone: _____
Applicant's Email: _____

IF APPLICABLE:

Demolition Property #1 Address: _____
City: _____ State: _____ Zip Code: _____
Property Zoning: _____

Demolition Property #2 Address: _____
City: _____ State: _____ Zip Code: _____
Property Zoning: _____

Project Description(s):

****Attach sheet with more addresses and project descriptions if applicable.**

Home Details:

Number of Bedrooms: _____ Number of Bathrooms: _____ Number of Garage Bays: _____

Finished Basement? Yes No N/A
Do you currently have Central Heat? Yes No N/A
Do you currently have Central AC? Yes No N/A

Anticipated project start date: _____

Anticipated project completion date: _____

DECLARATIONS

1. I OWN THE PROPERTY LISTED ON THIS APPLICATION FORM.	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. I LIVE AT THE PROPERTY LISTED ON THIS APPLICATION FORM.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
3. I HAVE A TENANT LIVING AT THE PROPERTY LISTED ON THIS APPLICATION FORM.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
4. I HAVE A SIGNED CONTRACT FOR A TENANT TO MOVE IN UPON COMPLETEION OF THIS PROJECT.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
5. I HAVE APPLIED FOR A RRP, CRP, OR DAP FOR ANOTHER PROPERTY THIS CALENDAR YEAR	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. ALL PROPERTY TAXES ON THIS BUILDING ARE CURRENT.	Yes <input type="checkbox"/> No <input type="checkbox"/>
7. I WILL BE DEMOLISHING THE DESCRIBED PROPERTY(S) AND REMOVING ALL ASSOCIATED MATERIAL FROM THE PLOT.	Yes <input type="checkbox"/> No <input type="checkbox"/>
8. I HAVE CONTACTED MY LOCAL CITY/COUNTY OFFICE AND I AM AWARE OF ALL APPLICABLE REGULATIONS PERTAINING TO THE COMPLETION OF THIS PROJECT.	Yes <input type="checkbox"/> No <input type="checkbox"/>
9. I AM AWARE THAT PCED REQUIRES ADERHEANCE TO ALL LICENSING AND PERMIT LAWS AND POLICIES OF THE COUNTY SEAT OF PHILLIPSBURG.	Yes <input type="checkbox"/> No <input type="checkbox"/>
10. I HAVE BEEN APPROVED FOR ALL NECESSARY PERMITS AND LICENSES REQUIRED TO COMPLETE THIS PROJECT.	Yes <input type="checkbox"/> No <input type="checkbox"/>
11. I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO DISPOSE OF ALL WASTE, HAZARDOUS OR OTHERWISE, IN A SAFE, LEGAL, AND COMPLIANT MANNER.	Yes <input type="checkbox"/> No <input type="checkbox"/>
12. I GRANT PERMISSION TO PCED TO USE PICTURES FOR MARKETING PURPOSES AND PLACE A PCED SIGN IN THE WINDOW OR YARD OF MY PROJECT.	Yes <input type="checkbox"/> No <input type="checkbox"/>
13. THESE FUNDS ARE NOT BEING USED IN CONJUNCTION WITH ANY INSURANCE CLAIM RELATED TO THIS PROJECT	Yes <input type="checkbox"/> No <input type="checkbox"/>
14. THESE FUNDS ARE NOT BEING USED IN CONJUNCTION WITH ANY OTHER PCED PROGRAM OR LOAN PROGRAM FOR THE SAME PROJECT	Yes <input type="checkbox"/> No <input type="checkbox"/>

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

“Before” picture of the property for which CIP assistance is requested, photographed by PCED representative	<input type="checkbox"/>
Copy of itemized bids or estimates for CIP project costs	<input type="checkbox"/>
Supporting documentation to show project details (Drawings, contractor plans, etc.)	<input type="checkbox"/>
Proof of Property Ownership (Copy of mortgage statement etc.)	<input type="checkbox"/>
Any building permit/approval required from governing body.	<input type="checkbox"/>
Rental Agreement for either current, or new, tenant as explained above	<input type="checkbox"/>
Signed contract as outlined in CIP: Demolition (If applicable)	<input type="checkbox"/>
Contractor’s proof of licensure in Phillips County (if applicable)	<input type="checkbox"/>
Contractor’s proof of insurance	<input type="checkbox"/>
Form W9 – Award subject to 1099	<input type="checkbox"/>

Property Owners Signature

Date

Return your completed application to: PCED, PO Box 604, Phillipsburg, KS 67661

Office Use Only *Appr*__ *Rej*__ *Init*

Date

RMB Date
