



NY Forward Grant Frequently Asked Questions

When does round one open?

Round one of this grant will open on October 4th, 2025.

Round two of this grant will open on February 10th, 2026.

How long is this round open for?

Applicants have six weeks to submit their application from the opening date. The deadline for the first round is November 15th, 2025 at 4pm. The deadline for the second round is March 24th, 2026 at 4pm. There will be a reminder of the closing date announced two weeks prior on the Village of Montour Falls website and social media.

What can this be used for?

Building renovation:

- “interior and exterior building renovations for commercial and mixed-use spaces, e.g. facade/storefront renovations, permanently affixed signage and awnings, commercial interior fit-out, HVAC, MEP, and other permanent building improvements”
- “Upper-story residential improvements”
- “Permanent commercial machinery and equipment, that is integral to the business and not a replacement of existing equipment unless it allows for more/new products to be offered and has a useful life of more than one year. And an acquisition cost of \$2,000 or more per unit”
- “Soft costs-architectural, engineering, environmental”
- “Public art”

Minor exterior projects

- “Activities may include signage, awning, and painting.”

Small Business Assistance

- “May be used for permanent machinery and equipment”

What can't I use this for?

- “Acquisition costs; improvements to structures owned by religious or private membership based-organizations; improvements to municipally owned and municipally operated buildings; furnishings, appliances, electronics, tools, disposable supplies, incidental business equipment, non-permanent fixtures, temporary artwork”
- “Site work or ancillary activities on a property including but not limited to: septic systems/laterals, grading, parking lots, sidewalks, patios, decks, garages, sheds, landscaping, fences, free standing signs, general maintenance or repairs”
- “Ineligible business activities include: inventory, rent or leave expenses, working capital or other undefined expenses that do not sustain business operations”
- “Funds cannot be used for participant, participant’s family or participant’s staff labor. In-kind labor and the reimbursement for materials only is also not eligible.”

How much can I apply for?

Building Renovations:

- “\$25,000-\$100,000 per building, not to exceed 75% of the total eligible project cost. Building renovation funds may be used to renovate facades, storefronts and commercial interiors, with an additional \$25,000 per residential unit up to a per building maximum of \$150,000, not to exceed 75% of the total project cost. No more than 10% of the contract award amount should be used to improve residential-only buildings.”

Minor Exterior Projects:

- “\$10,000-25,000 per project, not to exceed 75% of the total eligible project cost and not to exceed \$100,000 in Program funds. Activities may include signage, awning, and painting

Small Business Assistance

- “\$10,000-\$50,000 per project, not to exceed 75% of the total eligible project cost. Small business Assistance funds may be used for permanent machinery and equipment.”

Is there a match?

- Minimum match requirement is 25% of the total project cost.
- “Costs incurred prior to the effective date of the grant agreement are not eligible for reimbursement and not eligible as a match.”

What is the application process?

- The applicant can receive an application by emailing sustainabilityeducator@villageofmontourfalls.com or picking up a paper copy from the Village Clerk at the Village Hall.
- Applicant will fill out the application and return to the Village Clerk or email to sustainabilityeducator@villageofmontourfalls.com.
- The Review Committee will review the application and grade it based on an assessment sheet to make sure it meets the standards of the grant.
- The applicant will be notified via their preferred contact method whether their application was approved or not.
- If denied, the applicant can meet with the LPA to discuss reasons why it was rejected and a plan to resubmit.
- The winning application will be sent to the State for approval.
- The awardee will sign a grant agreement prior to starting the project.
- The awardee will then complete an environmental assessment that complies with the State Environmental Quality Review Act (SEQR). The Village will offer assistance with this if needed.
- After the project is completed and inspected to be up to code, the awardee will send all required documents to the State for reimbursement.

When do I get the grant money?

- “No reimbursement shall be requested until periodic inspections of the work has been completed by the LPA (local project administrator) or its representative. All completed work shall comply with all applicable building codes and standards.”
- Owners must provide the following information for reimbursement:
 - Written contracts;
 - Bank documents;

- Copies of invoices;
- Cancelled checks;
- Lien releases;
- And any other documents deemed reasonably necessary by the LPA or required by HTFC to maintain effective internal controls