

## Program Purpose Statement:

A plan to repair such infrastructure is important and critical for the continued wellbeing of the community and its citizens. This policy establishes a program governing the repair and reconstruction of sidewalks, curbs and gutters within the City of Fort Scott.

## Eligibility:

- At the time of application, all taxes, fees or other debts owed to the City by the applicant or building owner are paid up-to-date.
- The Grant Committee will evaluate the program on an annual basis to determine if any changes to the guidelines are needed.

## Terms:

- Grant monies will fund 50% of a qualifying improvement project, up to the amount of \$2,000.
- The program ends when the City's budget has been expended.
- A minimum of two (2) written bids must be submitted to the City. The City will participate in the least expensive bid.
- The Contractor must adhere to City specifications.
- Any construction must be done to City specifications in order to qualify for reimbursement. Any deviations must have the written approval of the City. The curb and gutter specifications are attached to this sheet. Sidewalk specifications will be done on a case by case basis.
- The City will not participate in any driveway approach reconstruction unless it is directly related to the project and is at least 50% of the project.

## Application Procedure:

1. Before construction begins, the applicant shall obtain a Sidewalk, Curb and Gutter Program Application, and the appropriate permit from the Code Department.
2. The applicant shall be responsible for submitting a copy of any permit along with the completed and signed application to the Economic Development Department located in City Hall.
3. The Codes Office will review the application and visit the project site prior to providing the applicant with an approval letter for grant funds.
4. Upon completion of the project, the applicant shall notify the Codes Office for review of work and provide copies of itemized project invoices and receipts to the Department of Economic Development for reimbursement.
5. A final inspection must take place by the City before reimbursement is made.
6. The Director of Finance will disburse grant monies to the applicant.