

TOWN OF DOVER

102 Route 100
Dover, VT 05356

DO-IT

Dover Opportunity for Investment in the Town

The Dover Opportunity for Investment in the Town program is an initiative designed to assist Dover business owners with revitalizing the exterior aesthetics of their business. The goal is to make Dover businesses more attractive and hence more desirable to frequent. The program is funded through an appropriation of local option sales tax revenue on an annual basis, and distributed on a first come, first served basis to applicants that meet the eligibility requirements, fulfill the program guidelines, and support the goals of the program.

Goals

“DO-IT” is intended to assist business OWNERS OR LESSEES with the cost of improving the exterior aesthetics of their property with projects related to their business. Beyond the basic requirements of the program, projects with a larger scope are preferred to those with a smaller scope.

Eligible Projects

Any for profit organization legally doing business in Dover, Vermont which has a valid sales and use or meals and rooms tax permit or is registered with the Secretary of State as doing business in Dover, Vermont and which is visible from a well travelled Town or State road, may apply for a REVITALIZATION grant. Non Profits will be considered on a case by case basis. Multi related businesses are considered as one business. For example a business operates an Inn, a Restaurant and a Deli in 3 different locations, but they are all related. That business will qualify for only 1 grant request in a given fiscal year. If a business initiates a REVITALIZATION campaign that is consistent with the goals of the grant program, a rebate on the materials and/or contracted labor are eligible. The total cost of materials and/or contracted labor must be greater than or equal to \$500 and less than or equal to \$2500. In such eligible cases, 100% of the cost will be rebated to the applicant after paid invoices are submitted to the Economic Development Department. Receipts and work must be completed prior to June 30th of the next fiscal year. For example, for the program in FY '14 - FY '15 which extends from July 1, 2014 – June 30, 2015, work must be completed by June 30, 2015. Payment will be made within 90 days of receiving the receipt and will include a physical inspection. No upfront monies will be given. The Selectboard reserves the right to deny any requests that involve objectionable or inappropriate projects.

Guidelines

- Only Dover, Vermont year round, “brick and mortar” businesses with valid Tax ID or registration with the Secretary of State as doing business in Dover, Vermont may qualify.
- Grant is for a rebate of materials and/or labor and must be between \$500 and \$2500.
- Businesses, including multi related businesses may only apply for one grant every other fiscal year.
- All projects must meet appropriate state, town and zoning ordinances.
- Applications must include formal materials and/or labor cost estimates.
- Requests are to be submitted and awarded on a first come, first served basis starting July 1st.
- All work must be completed by June 30th of the current fiscal year.
- Ineligible organizations include:
 - Home or mobile businesses

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- Organizations that discriminate because of race, color, creed, gender, national origin or limited 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.
- Businesses are required to submit paid receipts for the materials and/or contracted labor in question and submit to a site inspection before funds are paid.
- Businesses are required to prominently display a town provided sign, for the duration of the project, indicating work paid for in part by Dover Economic Development Fund.
- Projects that occurred in the past or underway cannot qualify for rebate. Applications must be approved prior to the project start.
- Applicants should have work performed by local businesses whenever possible.
- Applications should be sent with supporting documentation starting July 1st of the program year by one of the following methods:
 - Electronically to dovereds@sover.net with the subject as Business Revitalization Rebate Program
 - US Mail to Director of Economic Development, Dover Town Offices, 102 Route 100, West Dover, VT 05356
 - Bring to the Economic Development Department at the Dover Town Offices, 102 Route 100, West Dover, VT 05356 and have it date and time stamped.

Payment

All work must be performed by June 30th of current fiscal year. Invoices must be submitted by August 31 of the next fiscal year or they will be forfeited. **No reminders will be issued.** Before and after photographs of the project are encouraged. Payment will be made within 90 days of receipt of paid materials and/or contracted labor invoices by the methods described above and a physical inspection will be conducted to ensure that the work was performed.

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Date _____

Name _____

Business Name _____

Business Address _____

Business Email _____

Business Website _____

Business Tax ID/Registration Number _____

Telephone (Office/Cell) _____

Describe your project and plan in detail including a timetable for completion. Include formal cost estimates for all materials and contracted labor relating to the project

Requested Amount (Attach Materials and Contracted Labor Quotes)