



## **Sidewalk Incentive Grant Program Guidelines**

**July 2022**

The Sidewalk Incentive Grant Program is specifically designed for the improvement of City of Ontario sidewalks to make the City more walkable. The program utilizes public funds to entice private investment by property and business owners interested in rehabilitating or constructing sidewalks. The goals of this program are: 1) to encourage sidewalk rehabilitation and creation, 2) to eliminate gaps between sections of sidewalk, 3) to improve the City of Ontario's walkability and public safety.

To qualify for assistance an applicant must seek to accomplish at least one of the goals listed above. Projects must be approved by the Planning Director, Public Works Director, and a designee from the engineering division.

All property owners within Ontario city limits are eligible for this program. Projects may be completed on commercial, commercial/residential mixed-use, and to all residential use lots. Projects may consist of new installation, rehabilitation, and infill of sidewalks. All Existing Oregon Structural Specialty Building Codes, ADA requirements, ISWPC, and Ontario Supplemental Standards shall apply. Consideration will be given to clear cases of economic hardship or deprivation of reasonable use of the owner's property.

### **Eligible Activities: (items included but not limited to)**

1. Sidewalk
2. ADA ramps
3. Rehabilitation of driveway cuts for ADA compliance
4. Wraparound sidewalk for ADA compliance surrounding driveway approach
5. Improvements for a voluntary remodel, that does not include building footprint change.

### **Ineligible Activities: (items included but not limited to)**

1. Creation of new driveway cuts
2. Driveway approach section
3. Improvements required by a building permit
4. If sidewalk is installed by owner, only cost of materials may be applied for.

### **Program Implementation:**

- Applications and guidelines for the program are available on the City website or at the Public Works Department at **1551 NW 9th St, Ontario, OR 97914**. Applications are also available at the Community Development Center or City Hall front desk.
  - The applicant can apply for up to \$5,000 or 50% of the project cost, whichever is less.
  - The grant is a dollar for dollar match up to \$5,000 maximum.



- The sidewalk incentive program is an on-going grant program with limited funds. Application packets will be submitted to the Public Works Department and date/time stamped. First come, first served. Application packets must include a completed application, drawings and plans of the sidewalk which illustrate all proposed work, including cost estimates and construction schedules.
- The City will consider all applications which comply with the grant goals and eligible activities.
- Applicants requesting funds must sign an agreement with City of Ontario. The applicants will be required to abide by the eligible activities and rules included in the ISPWC and City of Ontario Supplemental Standards.
- Applicants must provide two bids from contractors.
- Program participant must provide proof of payment (invoices and receipts) and an "after" picture are required for reimbursement after project completion.
- In the event the owner constructs the sidewalk themselves, they must provide a cost estimate including quotes for materials at the time of application and provide proof of payment (invoices and receipts) for materials at the time of project completion.
- Grant funds will be distributed to the applicant upon completion of the approved project and inspections conducted by the Public Works Department.
- Right of way permits must be approved and issued prior to any construction activity.
- During construction, the Public Works Department will monitor the progress of the project.
- Changes in originally approved work specifications must be approved by the Public Works Department prior to any changes being made to the sidewalk.
- Approved changes in the work verification will be attached to the original applications dated and signed by the Public Works Department.
- Deviations from an approved plan without approval may disqualify the applicant from receiving matching funds.

*The goal of this program is to create safe walking paths for the residents of Ontario.*

*For questions regarding this program, please contact Al Haun, Senior Engineer Tech, by phone at 541-889-8572 or by email at [al.haun@jacobs.com](mailto:al.haun@jacobs.com).*