



## Cheyenne Downtown Development Authority

(307) 433-9730 • administrative@downtowncheyenne.com • 2101 O'Neil Ave., Room 202, Cheyenne, WY 82001

# SIDEWALK IMPROVEMENT GRANT

## Purpose

The **Sidewalk Improvement Grant (SIG) Program** is a 50/50 grant that helps downtown property owners repair their adjacent sidewalks for half the cost, and without having to facilitate the work themselves. The Downtown Development Authority partners with the City of Cheyenne's 1% Construction Division to pay for 50% of sidewalk repairs and facilitate the repairs by accruing bids for the property owner, as well as overseeing the construction process.

## Eligible Applicants

- Property owners, businesses, or tenants located within the DDA boundary *with written approval from the property owner (when applicable)*.

## Ineligible Project Types

- Improvements not located in the public right-of-way (side entrances, parking lots, building interiors, etc.)
- Improvements on private property.
- Improvements not within the Downtown District.

## Application Process

1. **Contact:** Commercial property owner reaches out to the DDA, or the DDA identifies the sidewalk as a priority repair. Interested property owners will apply on OpenGov, uploading all necessary information and pictures.
2. **Site Review:** 1% Construction Division will inspect the site and decide if the project is eligible. They will then create a cost estimate and send it to the property owner for approval or denial.
3. **Agreement:** DDA will create the agreement, and both parties will sign. The 50% property owner match + 10% contingency will be due at signing.
4. **Construction:** Once the agreement is signed, the construction will start, overseen by the 1% Construction Manager.
5. **Completion:** Once construction is completed, DDA staff will do a Site Inspection.
6. **After Completion:** The property owner may be asked to take a survey about the ease of the grant program process.



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### **Grant Amount and Match**

- The DDA will fund up to **50%** of the project.

### **Payment Structure**

- Upon agreement signing, the property owner will provide cash or a check for their 50% match + 10% contingency.
- Refunds will be issued if the final cost is less than the estimate.
- If the final cost is higher than estimated, the property owner will be responsible for 50% of the overage.

### **General Conditions**

- DDA and the City of Cheyenne 1% Construction Department reserves the right to decline any application or to request modifications.
- Procuring cost estimates from 1% Construction may take many months, due to
- All work must comply with applicable municipal codes, ADA guidelines, building codes, and permitting requirements.
- Grantees are responsible for any future maintenance unless otherwise agreed.

For additional information, email: [administrative@downtowncheyenne.com](mailto:administrative@downtowncheyenne.com)