



**CVAP
(Clean Vessel Assistance Program)**

www.efc.ny.gov/CVAP

GRANT PROCESS

Grant Process for construction, renovation, replacement, and repairs:

1. Complete the application and mail to EFC
2. The application will be reviewed and if eligible it will be approved
3. Once the application is approved, a Funding Agreement/Contract will be provided to the Authorized Representative for review and execution (original signature in the presence of a notary)
4. Mail two signed Contracts to EFC, CVAP
5. EFC will then sign the Contracts and one fully executed Contract will be returned to the Authorized Representative
6. Complete your project
7. Save all invoices and proofs of payment throughout your project
8. Contact EFC, CVAP to schedule an inspection once all reimbursement package items are completed
9. Complete and sign the Reimbursement Application (Appendix B) form from your Contract and submit along with copies of all invoices, proofs of payment, photos, and any other required documentation to EFC, CVAP
10. Your project will be inspected
11. Upon a successful inspection and receipt of all required reimbursement information, your reimbursement payment will be processed
12. Payment will be mailed to the address of the Authorized Representative