



Invest DSM Block Challenge Grant

**Individual Scope of Work Form**

This form needs to be filled out by each property owner participating in the challenge. **Please complete with as much detail as possible and be sure to submit your “before” pictures to your team DropBox.** Digital forms and pictures are encouraged but not required. Please use additional sheets if needed and attach any bids from contractors you plan to use.

Name	Phone	Email
Property Address		Home Address (If Different than Property Address)
Have You Participated in the Block Challenge Program Before? Y/N	If Yes, Please List Years of Participation:	

If property owner’s home address is different than the property address, please explain below. Note: All rental properties must have a valid rental certificate on file with the City of Des Moines.

Please use the table on the next page to describe the eligible improvement(s) you plan to complete. Provide as much detail as possible, including types of materials, exact location on the property, designs, and approximate measurements of spaces. Invest DSM may request drawings of the improvements.

- Example 1: If you want to paint or repair the front porch, list the specific materials (e.g., type and color of paint, type of wood or composite material to be used), the approximate length and width of the porch, and intended design of final improvement.
- Example 2: If you want to add shrubs and perennials to the front of the property, list how wide the lawn is, how deep the bed can be, exact location of the shrubs and perennials, and the specific types of shrubs and perennials you intend to use.

If you are planning to complete the labor yourself, please do **not** include labor costs in the cost estimate because this is not an eligible expense. If you plan to use a contractor, please include their information and a copy of the bid. The bid must include separate line items reflecting the contractor’s labor and material costs. Please attach additional pages, drawings and bids as needed. All contractors are subject to Invest DSM’s staff approval and may be required to submit additional documentation to Invest DSM staff to evidence such contractor’s qualifications to complete the project in conformity with BCG Program requirements and applicable law. Neither the requirements indicated in this provision, nor the approval Invest DSM of any such contractor(s) ultimately engaged by property owner, should be construed to, or interpreted as, creating any relationship as between Invest DSM and the contractor, including, without limitation, that of an independent contractor, partnership, employment, agency or joint venture between the two parties. The eligible improvements should be completed in a good workmanlike manner and in compliance with applicable law and BCG Program requirements. All materials used in connection with the eligible improvements should be of good quality.

<b>Eligible Improvement</b>		
<b>Description</b> (Include details such as estimated measurements, type of materials, etc.)		
<b>Estimated Total Cost</b>	<b>Contractor (name, if known) or Personal Labor</b>	<b>Anticipated Completion Date*</b>
<b>Eligible Improvement 2:</b>		
<b>Description</b> (Include details such as estimated measurements, type of materials, etc.)		
<b>Estimated Total Cost</b>	<b>Contractor (name) or Personal Labor</b>	<b>Anticipated Completion Date*</b>
<b>Eligible Improvement 3:</b>		
<b>Description</b> (Include details such as estimated measurements, type of materials, etc.)		
<b>Estimated Total Cost</b>	<b>Contractor (name) or Personal Labor</b>	<b>Anticipated Completion Date*</b>

\*You have 90 days to complete the approved improvements.

<b>Eligible Improvement 4:</b>		
<b>Description</b> (Include details such as estimated measurements, type of materials, etc.)		
<b>Estimated Total Cost</b>	<b>Contractor (name) or Personal Labor</b>	<b>Anticipated Completion Date*</b>
<b>Eligible Improvement 5:</b>		
<b>Description</b> (Include details such as estimated measurements, type of materials, etc.)		
<b>Estimated Total Cost</b>	<b>Contractor (name) or Personal Labor</b>	<b>Anticipated Completion Date*</b>
<b>Eligible Improvement 6:</b>		
<b>Description</b> (Include details such as estimated measurements, type of materials, etc.)		
<b>Estimated Total Cost</b>	<b>Contractor (name) or Personal Labor</b>	<b>Anticipated Completion Date*</b>

\*You have 90 days to complete the approved improvements.

**If you have more than 6 planned projects, please attach an additional page.**

**Contractor Information (If Applicable)**

<b>Contractor Name</b>	
<b>Improvement #</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Attached Bid? Y/N</b>	

<b>Contractor Name</b>	
<b>Improvement #</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Attached Bid? Y/N</b>	

<b>Contractor Name</b>	
<b>Improvement #</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Attached Bid? Y/N</b>	

**Contractor Information (If Applicable)**

<b>Contractor Name</b>	
<b>Improvement #</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Attached Bid? Y/N</b>	

<b>Contractor Name</b>	
<b>Improvement #</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Attached Bid? Y/N</b>	

<b>Contractor Name</b>	
<b>Improvement #</b>	
<b>Address</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Attached Bid? Y/N</b>	

## **ADDITIONAL PROVISIONS**

- If more time is needed to complete an improvement, you must contact Invest DSM with a revised timeline for approval and an explanation for the event causing the delay. Delays are subject to extension by staff if the delay relates to an unforeseen event outside a team's or its member's control (i.e. weather) and the team or member, as applicable, has demonstrated that but for the event the project would have been completed on time and a commitment to re-commence work after the event giving rise to the delay ends. Approval of an extension is within Invest DSM staff's discretion.
- If changes need to be made while the project is in process and the property owner wants those expenses to be considered for reimbursement, an email request needs to be submitted to Invest DSM staff for approval before any related expenses are incurred. Once a revised Scope of Work is signed by a participating property owner and is approved by staff, all work shall comply with such revised Scope of Work to be eligible for reimbursement.
- Media/Publicity Release and Waiver ("Release and Waiver"):
  - I hereby irrevocably permit, authorize, grant, and license Invest DSM and its affiliates, successors, and assigns, and their respective licensees, advertising agencies, promotion agencies, and fulfillment agencies, and the employees, officers, directors, and agents of each and all of them ("**Authorized Persons**"), the rights to display, publicly perform, exhibit, transmit, broadcast, reproduce, record, photograph, digitize, modify, alter, edit, adapt, create derivative works, exploit, sell, rent, license, otherwise use, and permit others to use my name, image, likeness, and appearance, voice, biographical information, testimonials and other personal characteristics and private information, including the address of my property and "before" and "after" photos of my property, and all materials created by or on behalf of Invest DSM that incorporate any of the foregoing ("**Materials**") in perpetuity throughout the universe in any medium or format whatsoever now existing or hereafter created, including but not limited to, in and on magazines, brochures and other print publications, electronic, and other advertising and promotional materials, press releases, the internet and other digital transmission or delivery methods, mobile applications for any purpose, including but not limited to advertising, public relations, publicity, and promotion of Invest DSM and its affiliates and their businesses, and services, without further consent from or royalty, payment, or other compensation to me.
  - Invest DSM shall be the exclusive owner of all rights, including copyright, in the Materials. I hereby irrevocably transfer, assign, and otherwise convey to Invest DSM my entire right, title, and interest, if any, in and to the Materials and all copyrights and other intellectual property rights in the Materials arising in any jurisdiction throughout the universe in perpetuity, including all registration, renewal, and reversion rights, and the right to sue to enforce such copyrights against infringers. I acknowledge and agree that I have no right to review or approve Materials before they are used by Invest DSM and that Invest DSM has no liability to me for any editing or alteration of the Materials or for any distortion or other effects resulting from Invest DSM's editing, alteration, or use of the Materials, or Invest DSM's presentation of me. Any credit or other acknowledgment of me, if any, shall be determined by Invest DSM at their sole discretion. Invest DSM has no obligation to create or use the Materials or to exercise any rights given by this Release and Waiver.
  - To the fullest extent permitted by applicable law, I hereby irrevocably waive all legal and equitable rights relating to all liabilities, claims, demands, actions, suits, damages, and expenses, including but not limited to claims for copyright or trademark infringement, infringement of moral rights, libel, defamation, invasion of any rights of privacy (including intrusion, false light, public disclosure of private facts, and misappropriation of name or likeness), violation of rights of publicity, physical or emotional injury or distress, or any similar claim or cause of action in tort, contract, or any other legal theory, now known or hereafter known in any jurisdiction throughout the world (collectively, "**Claims**") arising directly or indirectly from the Authorized Persons' exercise of their rights under this Release and Waiver or the production, exhibition, exploitation, advertising, promotion, or other use of the Materials, and whether resulting in whole or in part by the negligence of Invest DSM, or any other person, covenant not to make or bring any such Claim against any Authorized Persons, and forever release and discharge the Authorized Persons from liability under such Claims. I understand that Invest DSM is relying on this Release and Waiver, and I agree that this Release and Waiver cannot be terminated, rescinded, or modified, in whole or in part.  
**THIS RELEASE AND WAIVER PROVIDES INVEST DSM WITH YOUR ABSOLUTE AND UNCONDITIONAL CONSENT, WAIVER, AND RELEASE OF LIABILITY, ALLOWING INVEST DSM TO PUBLICIZE AND COMMERCIALY EXPLOIT YOUR NAME, LIKENESS, AND OTHER PERSONAL CHARACTERISTICS AND PRIVATE INFORMATION AS SET OUT ABOVE.**

- If any term or provision of the Scope of Work is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of this Scope of Work or invalidate or render unenforceable such term or provision in any other jurisdiction. Invest DSM may assign this Scope of Work and its rights hereunder, in whole or in part, to any party. This Scope of Work is binding on and inures to my benefit and the benefit of Invest DSM, and our respective heirs, executors, administrators, legal representatives, successors, and permitted assigns. All matters arising out of or relating to this Scope of Work shall be governed by and construed in accordance with the internal laws of the State of Iowa without giving effect to any choice or conflict of law provision or rule (whether of the State of Iowa or any other jurisdiction). Any claim or cause of action arising under this Scope of Work may be brought only in the federal and state courts located in Polk County, Iowa, and I hereby irrevocably consent to the exclusive jurisdiction of such courts.

**BY SIGNING, YOU ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND ALL OF THE TERMS OF THE BCG PROGRAM, THE APPLICATION, THIS SCOPE OF WORK AND ANY RELATED DOCUMENTS AND MATERIALS, AND THAT YOU ARE GIVING UP SUBSTANTIAL LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE INVEST DSM.**

**You represent and warrant that you are: (1) at least eighteen (18) years old, and (2) that the information in the Application, this Scope of Work, and any related documents and materials you have provided to Invest DSM is true and accurate and that your participation in, and opportunity for reimbursement by, the BCG Program is predicated upon the truth and accuracy of the information provided by you.**

**You represent and warrant to Invest DSM that any contractors used for the project are licensed and legally authorized to perform the work.**

Applicant's Name (Printed): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Submit completed Scope of Work with your team application to your Dropbox, by email to [applications@investdsm.org](mailto:applications@investdsm.org), or by mail to:

Invest DSM Block Challenge Application  
525 SW 5<sup>th</sup> St, Suite F  
Des Moines, Iowa 50309

Questions? Contact us by phone at (515) 221-8410

