**Background**

The Community Development Block Grant (CDBG) program was established by congress in 1974 with passage of the Housing and Community Development Act and is administered by the United States Department of Housing and Urban Development (HUD). This program provides funds to municipalities and other units of government around the country to develop viable urban communities. **The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable, and to create jobs through expansion and retention of businesses.**

Local units of government develop their own programs and funding priorities, all activities must be consistent with one or more of the following HUD national objectives:

* Principally benefits Low- and moderate-income persons
* Prevents or eliminates slum or blight
* Addresses an urgent need or problem in the community (e.g. natural disaster)

As an entitlement community under the CDBG program, the City Of Grand Island receives annual funding allocations from the federal government to fund activities to address these national objectives.

As a funding recipient, the City Of Grand Island is required to submit a 1-5 year consolidated plan along with a yearly Annual Action Plan that describes how the City of Grand Island will utilize federal funds to address the national objectives in a manner that will produce the greatest measurable impact on the community.

The City of Grand Island has created a 5 year consolidated Plan which supports the Annual Action Plan through the 2019 - 2023 program years. The following are proposed goals which have been identified:

* Increase Quality Affordable Housing Options
* Cultivate Small and Emerging Business
* Support Public Services and Vulnerable Populations

**Background Information and Definitions: National Objective**

Federal regulations require that activities funded with CDBG must meet one of HUD’s three National Objectives:

1. **Benefit Low- and moderate-income(LMI) persons/households** (at or below 80% of median family income for hall county, as defined by HUD)
   1. **Limited Clientele Benefit(LMC)** –activity benefits LMI individuals (at least 51% of beneficiaries must be LMI)
      1. **Certain categories of limited clientele are presumed to be LMI beneficiaries under CDBG regulations**. The activity must serve this clientele exclusively. (LMC/PB) reference 570.208(a)(2)(i)(A)
         1. Elderly
         2. Severely disabled Adults
         3. Abused Children
         4. Homeless persons
         5. Battered Spouses
         6. Illiterate Adults
         7. Persons with AIDS
         8. Migrant Farm Workers
   2. **Housing Benefit (LMH)** -activity carried out for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low-and moderate-income households
      1. 100% of single family units must be occupied by households at or below 80% if median family income;
      2. 51% of multifamily units must be occupied by households at or below 80% of median family income reference 570.208(a)(3)
   3. **Job Creation/Retention Benefit (LMJ)** -activity creates or retains jobs of which at least 51% must be taken by or made available to LMI persons. Reference 570.208(a)(4)
   4. **Low- and Moderate- income Area Benefit (LMA) -** Activity will be available to or benefit all residents in an area that is primarily residential and is located in a census tract where 42.8% or more of the population is low-moderate income. (not applicable to housing activities) reference 570.208(a)(1)
2. **Prevent Slum or Blight(SBA or SBS)**
   1. Area Basis(eligible areas are determined by local ordinances) reference570.208(b)(1)
   2. Spot basis (specific properties are determined by local ordinance) reference 570.208(b)(2)
3. **Meet a Community Urgent Need** (typically natural disaster) reference 570.208(c)

**\*This National objective is not applicable for this application.\***

**HUD Statutory Program Goals**

1. **Decent Housing –** including, but not limited to:
   * Assisting homeless persons to obtain affordable housing;
   * Assisting persons at risk of becoming homeless
   * Retaining the affordable housing stock;
   * Increasing the availability of affordable permanent housing in standard condition to low-income and the basis of race, color, religion, sex, national origin, familial status, or disability;
   * Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and
   * Providing affordable housing that is accessible to job opportunities.
2. **Suitable Living Environment**- Including, but not limited to:
   * Improving the safety and livability of neighborhoods;
   * Eliminating blighting influences and the deterioration of property and facilities;
   * Increasing access to quality public and private facilities and services;
   * Reducing the isolation of income groups within the areas through special deconcentration of housing opportunities for lower income persons and revitalization of deteriorating neighborhoods;
   * Restoring and preserving properties of special historical, architectural, or aesthetic value; and
   * Conserving energy resources and use of renewable energy sources.
3. **Expanded Economic Opportunities**- including, but not limited to:
   * Job Creation and retention;
   * Establishment, stabilization and expansion of small businesses(including micro-businesses);
   * The provision of public services concerned with employment;
   * The provision of jobs to low- income persons living in areas affected by these programs and activites, or jobs resulting from carrying out activities under programs covered by the plan;
   * Availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
   * Access to capital and credit for development activites that promote the long-term economic and social viability of the community; and
   * Empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing, public housing.

**Long-term outcomes linked to these goals are:**

* **Availability /Accessibility**- This outcome relates to programs that make services, housing, infrastructure, public services, or shelter accessible or available to low- and moderate-income persons, including those with special needs and/or disabilities.
* **Affordability** – This outcome relates to programs that provide affordability to low- and moderate- income persons and can include affordable housing
* **Sustainability** – This outcome relates to programs that improve communities and promote viability, such as removing slums and blight, or other services that sustain communities.

**Definitions**

* + **Income –** Grantees may select any of the three definitions of income (1) Annual income as defined under section 8 (24CFR Part 5);(2) Annual income as reported under the Census long form; or (3) Adjusted gross income as defined by the IRS form 1040.
  + **Low –and Moderate – Income** – Family or household with an annual income less than the Section Low Income Limit, generally 80% of the area median income, as established by HUD.
    - **Extremely low Income** – Family or household with an annual income equal to or less than 30% of the area median income, as established by HUD
    - **Very Low Income** - Family or household with an annual income equal to or less than 50% of the area median income, as established by HUD.
    - **Family**- As defined in 24CFR 5.403, includes, but not limited to, the following, regardless of actual or perceived sexual orientation, gender identity, or marital status; (1) a single person, (2) a group of persons residing together.
    - **Household** – All persons occupying a housing unit.
    - **Micro-Business** – A Business that has five or fewer employees, one or more of whom owns the business.

**Evaluation and Selection:** The selection process of applications for funding will be based upon an evaluation of the written information provided in comparison to the needs outlined in the City’s 5-year Consolidated Plan.

The Entitlement Stakeholders will evaluate applications based on the following rating system (100 points possible) applicants must meet an HUD CBDG national objective and score at least 50 points in order to be eligible to receive funding. The Entitlement stakeholders group will determine the amount funds awarded to each eligible project.

|  |  |  |  |
| --- | --- | --- | --- |
| Section 1: Max 5 points | | | |
|  | Agency information and Well Planned Project budget | | 5 Points |
| Section 2: Max 50 Points | | | |
|  | Description of project | | 35 points |
|  | Need and Justification for project | | 15 Points |
| Section 3: Max 40 points | | | |
|  | Serves Vulnerable population in need | | 30 Points |
|  | Ability to track and count clients | | 10 Points |
| Section 4: Max 5 Points | | | |
|  | Staff in Place in order to ensure compliance and completion of project | | 5 Points |
|  | | Total: | 100 Points |

Application and Contract Requirements

Each grantee selected to receive funds is required to sign a contract with the City of Grand Island. No costs incurred prior to the execution of an agreement with the City are reimbursable. Under CDBG laws and regulations certain requirements must be met in order to negotiate an agreement. These requirements include the following:

1. Any agency applying for funds will be required to have a DUNS along with being registered in the System for Award Management (SAM) before funds can be awarded.
2. After the application is approved for funding and if awarded, a contract will be prepared for authorized signatures. The contract will specify the amount of the award, the period for which the project is approved, the contract term and administrative provisions. Special conditions, if required will also be specified in the agreement.
3. Grantees will be required to submit and file quarterly reports on expenditures, performance progress and objectives. A minimum of one site visit every six (6) months. Records to be maintained are found in 24 CFR 570.506 and reporting requirements in 24 CFR 570.507.
4. Each Agency receiving CDBG funding is required to certify that it will conduct its business in compliance with the non-discrimination requirements for the City, State and federal governments, as applicable, equal Opportunity in Employment policies will be required.
5. In the event of non-compliance, the agreement may be terminated or suspended in whole or in part.
6. All recipients will be required to comply with the federal government’s audit requirements as described in OMB circular A-133 (for HUD’s programs, these requirements are codified as 24 CFR Part 84). All applicants must have an annual audit if receiving $750,000 or more in federal financial assistance in a fiscal year. Audits for entities FY on or after 12/26/2014 are subject to the new requirements. The funds received as part of this grant contribute to the total amount of federal funds received by an organization.

Disclaimer:

This solicitation is offered in accordance with the federal and state requirements governing based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses that no application received is either feasible, meets a local need, or serves eligible or intended beneficiaries.

**Note:** Recipients of any proposed projects or services must be City of Grand Island residents only.

Office Use Only

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
| Eligible |  | Yes |  | No | Application Number |  |
|  |  |  |  |  |  |  |
| Initial |  | |  |  | Date/Time Received |  |
|  |  |  |  |  |  |  |

Section 1: Project Criteria (Max 5 points)

**Project Title**

|  |
| --- |
|  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Applicant Legal Name:* |  | | | | | | | | | | |
| *Type of Agency:* |  | 501(c)(3) |  | Gov’t/Public |  | For Profit |  | | Faith Based |  | Other |
| *Date of Incorporation:* |  | | | | *Federal Tax ID Number:* | | |  | | | |
| *Agency DUNS Number:* |  | | | | *Annual Operating Budget:* | | |  | | | |
| *Number of Paid staff:* |  | | | | *Number of Volunteers:* | | |  | | | |

|  |  |
| --- | --- |
| *Project Address(es)* | |
|  |  |

**Funding Request**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Total CDBG funding Request in this Application:* | $ | |  | |
| *Total cost to complete project:* | $ |  | |
| *Project Completion Date:* |  |  | |

***\*Please attach a more detailed project budget\****

|  |  |  |  |
| --- | --- | --- | --- |
| *Project Start Date:* |  | *Anticipated End Date* |  |

Section 2: Project Details and Approach (Max Score 50 points) Max length 1 Page

|  |
| --- |
| *2.1 Provide a concise description of the proposed project (this must match the one provided on the cover page).* |

**Please only check one answer for each question \* Refer to pages 3-5\***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *2.3*  *Your project meets which statutory program goal* |  | Suitable living environment | *2.4*  *Your project aims to meet which Long term Outcome linked to statutory program goals* |  | Availability/ Accessibility |
|  | Decent Housing |  | Accountability |
|  | Economic Opportunity |  | Sustainability |
| *2.5*  *Your project meets which proposed Consolidated Plan* |  | Increase Quality and affordable housing options |  |  |  |
|  | Cultivate small and emerging businesses |
|  | Support public services and vulnerable populations |

|  |  |  |
| --- | --- | --- |
| *2.5 CDBG National Objective: which CDBG National Object Listed below does your proposed project meet? Refer to page 2 for more information.* | | |
| Benefit Low to Moderate income | | |
|  | LMA: Area benefit: At least 42.8 % of residents within the targeted activity area are low to moderate income(LMI) | |
|  | LMC: Limited Clientele: At Least 51% of Clientele to be served will be documented as LMI | |
|  | LMC/PB: proposed project is LMC but will serve one of the Presumed Benefit Groups exclusively. | |
|  | If proposed project is LMC/PB, Select a benefit group from list below | |
|  |  | (i) Abused children |
|  | (ii) Elderly Persons 62 years or older |
|  | (iii) Battered Spouses |
|  | (iv) Severely disabled adults(not children)- Census definition required |
|  | (v) Illiterate adults |
|  | (vi) Persons living with HIV/AIDS |
|  | (vii) Migrant farm workers |
|  | (viii) Homeless persons |
|  | LMH: Housing (select subpart below) | |
|  |  | (a) Single Family Household (must be 100% LMI) |
|  |  | (b) Multi-Unit (must be 51% LMI) |
|  | LMJ: Job Creation: At least 51% of jobs for LMI | |

|  |  |
| --- | --- |
| Prevent or eliminates Slum and Blight | |
|  | **SBA:** Slum and Blight Area Basis |
|  | **SBS:** Slum and Blight Spot Basis |

**Max Length for Questions 2.6-2.8: 2 pages**

|  |
| --- |
| *2.6 Explain how the proposed project addresses the HUD Statutory Goal?* |

[Type Answer Here]

|  |
| --- |
| *2.7 Summarize any statistics and other supporting documentation that demonstrates the importance of addressing this need or problem* |

[Type Answer Here]

|  |
| --- |
| *2.8 List up to three outcomes of the project (at least one is required) for each outcome listed, provide the expected number of participants who will benefit.* |

[Type Answer Here]

Section 3 Target Population (Max 30 Points) Max Length for Questions 3.1 -3.5 is 1 Page.

|  |
| --- |
| *3.1 What is the target population for this project?* |

[Type Answer Here]

|  |
| --- |
| *3.2 If you choose a LMC, LMH, or LMJ Project: How does your agency track and record client demographics?* |

[Type Answers Here]

|  |  |
| --- | --- |
| *3.3 What is the estimated total number of unduplicated client/households to be served?* |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *3.4 If your project is not fully funded, will your organization be able to implement the project with partial funding.* |  | Yes |  | No |

|  |
| --- |
| *3.5 Indicate whether the project is a new or expansion of existing services? If expansion, explain below the justification for expansion of service, past client number and expected numbers moving forward* |

[Type Answer Here]

Section 4: Agency Capacity and Experience (Max score 5 points)

If proposed project is funded, this form will be used to facilitate correspondences with the Project Agency’s staff. The individual listed as the program Contact should be able to respond to questions regarding the programmatic activities and reports. The listed individual listed as the Fiscal Contact should be able to respond to questions regarding the fiscal activities and reports.

|  |  |  |  |
| --- | --- | --- | --- |
| *3.1 Who will be the person responsible for the overall insight of the proposed project (Primary Contact)* | | | |
| *Name of Person* |  | | |
| *Title of Person* |  | | |
| *Education/Experience with Grants* |  | | |
| *Telephone Number* |  | *Date of Employment* |  |

|  |  |  |  |
| --- | --- | --- | --- |
| *3.2 Who will be the alternate person responsible for the overall oversight of the proposed project* | | | |
| *Name of person* |  | | |
| *Title of person* |  | | |
| *Education/Experience with Grants* |  | | |
| *Telephone number* |  | *Date of Employment* |  |

|  |  |  |  |
| --- | --- | --- | --- |
| *3.3 Who will be the person(s) responsible for the day-today- operations and management of the proposed project? Provide no more than two individuals:* | | | |
| *Name of person* |  | | |
| *Title of person* |  | | |
| *Education/Experience with grants* |  | | |
| *Telephone number* |  | *Date of Employment* |  |
| *Name of person* |  | | |
| *Title of person* |  | | |
| *Education/Experience with Grants* |  | | |
| *Telephone number* |  | *Date of Employment* |  |

|  |  |  |  |
| --- | --- | --- | --- |
| *3.4 Who will be the person(s) responsible for the Financial oversight of the CDBG expenditures and fiscal compliance? Provide no more than two individuals:* | | | |
| *Name of person* |  | | |
| *Title of person* |  | | |
| *Education/Experience* |  | | |
| *Telephone number* |  | *Date of Employment* |  |
| *Name of person* |  | | |
| *Title of person* |  | | |
| *Education/Experience*  *With Grants* |  | | |
| *Telephone number* |  | *Date of Employment* |  |

Required Certifications for Activities

Signature of Agency Representatives with Binding Authority below certifies the following statements:

Organization has no conflict of interest with any City of Grand Island appointed or elected representatives and does not employ city appointed or elected representatives or their families.

Organization will comply with federal requirements to be observed by organizations being funded with CDBG funds, including compliance with federal Labor Standards, section 3, Segregated Facilities, Equal Opportunity, Non-Discrimination, Section 109, Title VI and EO 11246. All requirements are described in 24 CFR 570 Subpart K (CDBG Entitlement Grants).

If required as part of the organizations Bylaws, the proposed Service or project has been approved by the agency’s Board of Directors.

Authorized officials certify that this CDBG Public Services application package has been reviewed and all information provided in this application and attachments is true and correct.

Sufficient funds are available from non-CDBG sources to complete the project, as described, if CDBG funds are allocated to the applicant.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Authorized Representative | Date |
|  |  |
|  |
| Printed Name |
|  |
|  |
| Title |
|  |
|  |
| Organization |

Checklist

|  |  |  |  |
| --- | --- | --- | --- |
| CITY OF GRAND ISLAND  COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM  PY 2020 CDBG APPLICATION   |  |  |  | | --- | --- | --- | | Project No. |  | (CDBG Program Office Use Only) | |

|  |
| --- |
| **APPLICATION SUBMITTAL CHECKLIST**  This checklist must be included as part of your agency’s Project Year 2020 Application packet. Applications are due by 5:00 pm on March 15, 2020. Applications may be mailed or hand delivered to:  City of Grand island  c/o Community Development  100 East First Street  Grand Island, NE 68802-1968  Please provide an emailed copy as well to [Ambera@grand-island.com](mailto:Ambera@grand-island.com) putting your organization name and CDBG application in the subject line.  **Submissions received after the deadline will be disqualified.** |

|  |  |
| --- | --- |
| Project Name: |  |
| Project Type: |  |
|  | (Housing, Economic Development, Public Service or Public Facility Improvement) |

This Application must include the following items in order as described below:

|  |  |
| --- | --- |
|  | Section 1 completed |
|  | Section 2 completed |
|  | Section 3 Completed |
|  | A detailed Project budget, which includes all funding sources and proof of leveraged funds, if referenced |
|  | Required Certifications signed by authorized official |
|  |  |
| The applicant must provide current documentation that it possesses adequate fiscal, management systems and legal certifications to implement the proposed project to do so please submit the following documents with the application. | |
|  |  |
|  | Tax return 990 forms for the most recently audited program year |
|  | Proof of liability insurance/bonding/workers Compensation |
|  | Typed list of all current board members(if Applicable) |
|  | Proof of non-profit or tax exemption status with IRS (if applicable) |