



COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

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| <input type="radio"/> CDBG Public Services
<input type="radio"/> CDBG Housing Construction/Acquisition
<input type="radio"/> CDBG Housing Rehabilitation | <input type="radio"/> CDBG Public Facilities/Improvements
<input type="radio"/> HOME Housing Construction/Acquisition
<input type="radio"/> HOME Housing Rehabilitation |
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Organization (Fiscal Sponsor) General Information

Organization/Agency Name		Phone		DUNS#	
Mailing Address	City	ST	Zip	Website	
Executive Director/CEO			Email Address		

Project General Information

Program/Project Name		CDBG/HOME Funding Amount Requested			
Program/Project Site Address	City	ST	Zip		
Application Contact Person		Title of Contact Person			
Email Address			Phone		

1. Planning Areas Served: Indicate what geographic area the requested funding will serve. Please indicate approximate % of services provided in each area. For Housing projects with current residents, please indicate where your project is located.

Novato	San Rafael	County Other	Total

2. What other County of Marin funds is your organization receiving?

Funding Source			
Grant Amount			

3. Organizational Overview: Provide a brief description of your organization including mission, programs, number of clients served, etc.

4. Project Description: Provide a detailed scope of work including services to be provided and/or development activities to be engaged. Describe how this project will benefit the community.

Additional information for Public Service projects

5. Which community priority does your project align with? (check as many boxes as applicable)

- Housing Support Services Children, Youth and Parent Services Basic Health Services

6. How will this project Affirmatively Further Fair Housing¹?

7. Describe how this project will conduct affirmative marketing to members of the Protected Classes^{2?}

8. HUD National Objective to be served

(check at least one):

- Activities benefiting low and moderate-income persons. (LMI)
- Activities benefiting low and moderate area. (LMA)
- Activities which aid in the prevention or elimination of slums or blight.

9. Approximately how many moderate, low, very low, and extremely low-income persons will directly benefit from the program/project? Projects that support low-income persons will be prioritized.

(Use the income level table found in the Application Guidelines document):

Moderate Income	
Low-Income	
Very Low Income	
Extremely Low-Income	

10. Estimate the demographics of the moderate, low, very low, and extremely low-income persons who will directly benefit from the program/project:

Ethnic Category	Total # of Persons	# of Persons Identifying as Hispanic
American Indian or Alaskan Native		
Asian		
Black or African American		
Native Hawaiian or other Pacific Islander		
White		
American Indian and White		
Asian and White		
Black and White		
American Indian and Black		
Multi-Racial		
TOTAL		
Female-Headed Households (out of above total)		
Persons with Disabilities (out of above total)		

1 Affirmatively furthering fair housing is to promote fair housing and to empower and give special assistance to groups that have historically been disadvantaged
 2 Federally protected classes include race, religion, color, national origin, sex, disability or familial status

11. How does your organization verify client income? (Income verification is required except if the client is presumed benefit by HUD. Presumed benefit applies to abused children, battered spouses, the elderly, adult persons with serious disabilities, the homeless, illiterate persons, and migrant farm workers.)

PROJECT MANAGEMENT & FINANCIAL DATA

12. If funded previously, list past project goals and accomplishments/activities using CDBG/HOME funds.

13. If your agency has remaining CDBG/HOME funds previously approved, please describe the timeline for expending the fund balance:

14. Describe your organizations experience with administering federal grant programs. For Housing and Capital (construction and renovation) projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

15. Describe who will supervise and manage the project and their past experience with project management.

For Housing and Capital

16. For Housing and Capital (construction and renovation) projects, list any entitlements, planning approvals, or authorizations that are necessary for the project to proceed and list those already received.

17. For Housing and Capital (construction and renovation) projects, what stage are you in? Select the current phase of the proposed.

Predevelopment		Cost Estimate	
Planning		Building	

18. For HOME projects, Please describe how you will meet the 25% funding match requirement?

Task	Date of Completion
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

Please sign and date your application below:

Required Attachments:

A. Project Budget: Complete the project budget template provided and submit along with application. If you have a project budget that provides the information requested in the template, you may submit that in-lieu of the template. Please note: the project budget should reflect the total cost of the project NOT just the CDBG/HOME request.

- For Public Service projects: Project budgets should cover a 1-year time period only. Year two funding allocations will be based on the 1-year budget in relation to outcomes achieved and HUD funding levels.
- For Capital/Housing projects: Project budgets should be developed spanning a two-year time period, with specific outcomes and line items associated with each year. If your project has received planning approvals, has an environmental review on file, and is ready to move forward in a 1-year time frame please indicate so.

B. Organizational Budget: Upload your organization or fiscal sponsors annual budget.

**Application submittal deadline is Thursday, February 6, 2020 by 5 p.m. PST
POSTMARKS WILL NOT BE ACCEPTED**