

Pike County

Community Development Block Grant

FFY 2020 Application Guidelines and Application Form

May 21, 2020

**Pike County
Community Development Block Grant
Application Guidelines
FFY 2020
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Purpose of Funding

Pike County receives Community Development Block Grant (CDBG) funding through the Pennsylvania Department of Community and Economic Development. The CDBG program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended 42 U.S.C.-530.1 et seq.

The program has three objectives:

- 1) benefit to low- and moderate- income (LMI) persons;
- 2) aid in the prevention or elimination of slums or blight; and
- 3) meet a need having a particular urgency.

At least 70% of funds must be used to benefit low- to moderate-income individuals.

Funding Available

Pike County anticipates receiving \$281,993 of Community Development Block Grant (CDBG) funding for FFY 2020 and an additional \$166,152 in CDBG-CV funding. The County intends to distribute a portion of this funding to subrecipients that will use the funding in accordance with these application and CDBG guidelines. A portion of this funding will be made available to selected nonprofit organizations in August 2020 and the remainder will be made available in January 2021.

Eligible Applicants

501(c)(3) nonprofit organizations that offer programs or services to the residents of Pike County are eligible to apply for this funding.

Eligible Projects

Eligible projects include:

- Public services that benefit low-to moderate-income individuals or areas
 - Must be either: 1) a new program or service service; or 2) a 25% increase in people served
- Acquisition of real property
- Demolition and removal of blight
- Rehabilitation of residential and non-residential structures

Application Timeline

Applications Available to the Public	Thursday, May 21, 2020
First Public Hearing	Wednesday, June 3, 2020 at 9 a.m.
Applications Due	Tuesday, June 9, 2020 at 4 p.m.
Second Public Hearing	Wednesday, July 1, 2020 at 9 a.m.
Estimated Notification of Funding Awards	July 2020
Funding Distributed	August 2020 and February 2021

The first public hearing will be held via Zoom. The purpose of this hearing is to hear from the community about needs. All applicants are encouraged to attend. To join the meeting, go to www.my-voice.link/pikecounty or call (646) 558-8656 and enter Meeting ID 868 4837 2096. Instructions for the second public hearing will be provided to all applicants and publicized in accordance with the County's Citizen Participation Plan.

Evaluation of Applications

To be considered for funding, projects must meet all program requirements described at 24 CFR Part 570. In addition, Pike County must determine that the applicant has the capacity to undertake and complete the project in an effective and timely manner.

Applications will be evaluated using the following criteria:

- Project is eligible for CDBG funding
- Project is consistent with the County's priorities
- Project addresses documented community need
- Applicant has sufficient financial and administrative capacity

Incomplete applications will not be considered.

Definition of Low- to Moderate-Income

The U.S. Department of Housing and Urban Development defines low- to moderate-income as those households with income up to and including the following amounts:

Family Size	2020 Income Limit
1	\$44,350
2	50,650
3	57,000
4	63,300
5	68,400
6	73,450

7	78,500
8	83,600

Subrecipients are required to document the income eligibility of individuals who benefit from this funding.

The following groups are presumed to be low- to moderate-income: seniors; severely disabled adults; people experiencing homelessness; people experiencing domestic violence; abused or neglected children and youth; illiterate adults; migrant farm workers; persons living with HIV/AIDS; and persons who use food banks or meal programs.

**Pike County
Community Development Block Grant
FFY 2020
Application Form**

This form and all required attachments are due to Pike County by 4 p.m. on Tuesday, June 9, 2020. Mail one original and three copies of the entire application including attachments to:

Robert Ruiz
Executive Director, Human Development
Pike County
506 Broad Street
Milford, PA 18337

In addition, submit one copy of the application via email to: rruiz@pikepa.org and jdreistadt@hailstoneeconomic.com by the due date.

Name of Organization	
Address	
City, State, Zip	
Phone Number	
Email Address	
Tax ID# (EIN)	
Executive Director	
Board President	
Contact Person	
Contact Person Title	
Contact Person Phone Number	
Contact Person Email Address	
Project Name	
Amount of Funds Requested	
Total Project Cost	

Attach the following to the application form:

1. A narrative of no more than three (3) pages that answers the following questions, in order:
 - a. What is the history of this program and your organization?
 - b. What is the purpose of this project?
 - c. What community needs does this project address?
 - d. What area does this project serve? Who is eligible to benefit from this program? How many people will benefit?
 - e. What are the goals of this project?
 - f. What other funding is committed to this project? List the source and amount.
 - g. Who in your organization will be responsible for administration of this grant? Describe their experience managing federal funding or other grants.
 - h. Which of the following CDBG objectives does this project meet? Explain how the project meets this objective.
 - i. Benefit low- and moderate-income (LMI) individuals
 - ii. Aid in the elimination of slums and blight
 - iii. Meet a need having a particular urgency
 - i. When will the project begin and end? What are the key milestones for this project?
 - j. Is this a new program or service, or will there be a 25% increase in people served? Explain your answer.
2. Project Budget
3. Organizational Budget
4. IRS 501(c)(3) Letter
5. Signature Page

**Pike County
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FFY 2020 Funding Application
Signature Page**

By signing this form, the undersigned acknowledges and certifies that they:

___ have read this application and its guidelines in their entirety;

___ will comply with all applicable laws and regulations, including but not limited to CDBG regulations, the Civil Rights Acts, the Fair Housing Act, and the Americans with Disabilities Act; and

___ are in compliance with 24 CFR Part 5 and 24 CFR Part 570.609, use of debarred, suspended or ineligible contractors or subrecipients.

CERTIFICATION

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and that I am authorized to submit this application for CDBG funding.

Signature _____

Name (print or type) _____

Title _____

Date _____