



CITY OF PASSAIC
COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG)
2016-17 FUNDING APPLICATION

Mayor

Dr. Alex D. Blanco

City Council

Gary Schaer, President

Jose Garcia

Thania Melo

Chiam M. Munk

Terrance L. Love

Zaida Polanco

Daniel J. Schwartz

Business Administrator

Ricardo Fernandez

Community Development Director

Ronald Van Rensalier

CDBG Program

About the Program

The Federal Housing and Community Development Act of 1974, as amended, created a new Community Development funding program administered by the U.S Department of Housing and Urban Development (HUD). The City of Passaic (The City) is an Entitlement Community, and receives an annual formula allocation of Community Development Block Grant Funds (CDBG), for the creation and implementation of eligible activities that benefits low-moderate income persons. The City, under the program requirements, must submit a yearly application to HUD for approval of the proposed activities to be undertaken during the program year.

The Objective

The Primary Objective of the CDBG program is to create suitable living environments and economic opportunities, for low-moderate income persons.

Project & Activity Qualifications

To qualify for CDBG funding, proposed projects and activities must satisfy the following criteria:

- Principally benefit low-moderate income persons (as defined by American Fact Finder.gov)
- Urgent Need (Natural Disaster, Floods, etc)
- Prevention and/or elimination of Slums and Blight

Activity Eligibility

Community Development Block Grant rules and regulations specify eligible activities as follows:

- Acquisition of property
- Clearance, Demolition, and Removal
- Public Facilities and Improvements
- Rehabilitation and Preservation
- Economic Development
- Economic opportunities for low and very low income persons
- Removal of architectural barriers
- Public Services

APPLICATION -Due 2/19/16

Section I – General Information

APPLICANT INFORMATION

Contact Name:

Address:

Phone Number:

Email Address:

ORGANIZATIONAL INFORMATION

Organization Name:

Address:

Executive Officer:

Website:

Phone Number:

DUNS#:

Tax ID #:

Is your organization a 501 (c)(3) non-profit? Yes No (if yes, please provide a copy of the State and Federal Tax exemption letter with this application)

Is your organization a governmental agency? Yes No

Does your agency owe any taxes or other debts to the City of Passaic? Yes No

If yes, describe debt owed and amount: _____

ACTIVITY INFORMATION

Activity Name:	
Activity Costs:	Amount of funds Requested: \$
Source of Other Funds (Type)	Amount of other sources:
1.	\$
2.	\$
3.	\$
Activity Overview (attach summary sheet as necessary):	
Activity Start Date:	Activity End Date:
Target Population (Census Tract/area of activity):	Number of Participant to be served:

SECTION II — ACTIVITY ELIGIBILITY

CDBG NATIONAL OBJECTIVES

Please indicate (check box) which eligibility criteria apply to this proposal. Your proposal must meet one of these National Objectives.

1. Benefit to Low- to Moderate-Income Persons

- Direct Benefit to Low- to Moderate-Income Persons. This Activity will directly benefit low- to moderate-income persons as shown by actual beneficiary income documentation.
- Direct Benefit to Limited Clientele. This Activity will directly benefit a class of persons who, by federal regulation, are presumed to be low- to moderate-income persons (e.g. abused children, battered persons, severely disabled persons, homeless persons, or elderly persons).
- Area Wide Benefit. This Activity will benefit residents of a particular low- to moderate-income neighborhood or area (attach a City map showing the boundaries of the area that will be served by the Activity).

2. Prevent or Eliminate Slums or Blight

- If your Activity meets this objective, attach a map showing the City designated blighted area, and the location of the Activity within the blighted area.

3. Urgent Need

This category is reserved for City Activities that meet a serious and immediate threat to public health, safety or welfare. The condition must have occurred within the last 18 months. The City’s chief executive officer and financial officer must certify that the City is unable to finance the Activity and that no other funding sources are available

CLIENT DEMOGRAPHICS

Please complete the following tables to show the number of clients in each category for your activity. Current income limits can be found at <https://www.hudexchange.info/onecpl>

Number of Persons or Households served, Income Group

	Extremely Low Income Level <30% of Median	Very Low income level <50% of Median	Low Income Level <80% of Median	At or above Income level = or > 80% Median	Total
Persons					
Households					

Please mark which of the following specific objectives would be addressed by this Activity. Your application must meet one of these specific objectives to conform to the City's Action Plan.

A. Homeless and Special Populations Goals:

Provide housing opportunities, improve living conditions and promote self-sufficiency among homeless and at-risk homeless individuals and families with children.

Maintain the existing supply of emergency shelters and permanent housing units by providing financial assistance to agencies serving the homeless

Provide technical assistance and financial support to agencies providing housing placement, life skills training, and other supportive services to homeless individuals and families

Improve housing affordability and living conditions for low- and moderate-income elderly and physically disabled persons in the City of Passaic by addressing housing quality, safety and accessibility

Rehabilitation of building (interior and exterior façade) and/or emergency-efficiency improvements including providing handicapped accessibility for low-income and special needs individuals/families.

B. Non-Housing Community Development Goals:

Work with residents and neighborhood organizations to create more livable, safe, clean and attractive neighborhoods in the City of Passaic

Sewer Services

Improve park and recreation facilities in low-moderate income neighborhoods in the City of Passaic

Repair and improve street surfaces, sidewalks, crosswalks, street-lighting and safety improvements in low-moderate

C. Public Services addressing the needs of Low-moderate income individuals/families

Provide funding to public service providers to assist households with landlord/tenant counseling, housing counseling, transportation services, nutrition services, recreation services, and/or neighborhood clean ups

Youth development center/services in low-moderate income neighborhoods in the City of Passaic

Other, please describe: _____

Section III Narratives:

Describe how your proposal will accomplish the specific objective(s) checked above:

Please provide a detailed description of your activity:

Geographical area(s) served (be as specific as possible):

City funds must be spent entirely within the City, and all people directly served with City CDBG funds must be City residents. Will any people living outside the City be directly served under this Activity?

Yes* No * If Yes, what other funds will be used to serve this population?

Please describe how you will collaborate with other entities on this activity:

Please explain how your clients will provide evidence and verification of their eligibility and income:

TIMETABLE

Identify the implementing stages and completion for the proposed activity:

Actions needed

Target Completion Date

Actions needed	Target Completion Date

SECTION IV - PERFORMANCE MEASUREMENTS

GOALS:

The proposed Activity meets which of the following goals (select **only** one):

- Create Suitable Living Environment:** Activities designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) or social issues such as crime prevention, literacy, or elderly health services.
- Provide Decent Affordable Housing:** Housing activities where the purpose of the Activity is to meet individual, family, or community needs and not activities where housing is an element of a larger effort, since such activities would be more appropriately reported under suitable living environment.
- Create Economic Opportunities:** Activities related to economic development, commercial

OBJECTIVES:

Select the most appropriate objective for the proposed Activity (select **only** one):

- Availability/Accessibility:** Activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low- and moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low- and moderate-income people where they live.
- Affordability:** Activities that provide affordability in a variety of ways in the lives of low- and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or daycare
- Sustainability:** Activities aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income, by removing or eliminating slums or blighted areas through multiple activities, or services that sustain communities or neighborhoods

SECTION V - BUDGET

CDBG Funds Requested	Other Funding \$\$ and Source(s)	Total

CONTINGENCY PLAN

What is your organization's contingency plan if your agency does not receive the requested CDBG funding, or receives less than the amount requested?

APPLICATION CHECKLIST

You must provide a copy of the following sections in the order listed

- Application and all pertaining information** - complete and sign the application.

- Non-profit status verification** — include your proof of non-profit status with an official document (copy) from the Internal Revenue Service (IRS), DUN and BRADSTREET NUMBER (DUNs), TAX ID Number.

- Board of Directors** — Provide a list of the Board of Directors or equivalent and their respective contact information (telephone numbers and addresses).

- Bylaws** — provide a copy of the organization's current bylaws or equivalent. 111 Organizational Chart or Organization Structure.

- Organization's total fiscal budget (current year) and most recent audit**

- Certificate of Incorporation.**

- Additional information** — if you feel the questions or information required by the application are not sufficient to describe your Activity completely, feel free to submit additional information. Plus attach any letters of support or other applicable information, if needed.

Questions about this application

If you have questions about this application, please contact:

Cathleen Rivera 973-365-5613 (crivera@cityofpassaicnj.gov)

Submission of this application

All application should be submitted to the following person via mail or email

Application Deadline: **by Mail 2/19/2016 3:00 pm (fill out, print, mail)**
by Email 2/19/2016 12 pm (fill out, save, and attach to email)

Cathleen Rivera
City of Passaic
330 Passaic St
Passaic, NJ 07055
Community Development
Main: 973-365-5613
Fax: 973-365-5552
crivera@cityofpassaicnj.gov