

**County of Union
Community Development Block Grant
Program Year 45**

September 1, 2019 to August 31, 2020

**Proposal
Submission
Application**



Application Deadline

December 7, 2018

9:30AM

Please submit One (1) Original and Four (4) Copies

**County of Union
Department of Economic Development
Division of Community Services
Administration Building, 3rd Floor
Elizabeth, New Jersey 07207**

Disclaimer

By using this fill-able word document you agree not to modify any text within the actual application. You also agree that if the application is altered or modified, it may disqualify the application.

Document Instructions

All boxes with a light gray background are fill-able. You can adjust the font size within the boxes if needed. Fields with just a bottom line are fields that are required to be handwritten in.

Submission Instructions

Please return **one original (1) and four (4) copies** of your completed applications to:

**County of Union
Department of Economic Development
Division of Community Services
Administration Building, 3rd Floor
10 Elizabethtown Plaza
Elizabeth, New Jersey 07207
Attn: Grace Minas**

**COUNTY OF UNION
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION
FISCAL PROGRAM YEAR 2019 – 2020 (YEAR 45)**

I - Project Name

Project Name

Project Address Amount Requested \$

Census Tract(s) Block Group(s)

Contact Person Title

E-mail Address

Phone Number Fax Number

II – Name of Applicant

Name of Applicant DUNS #

Applicant Address

Contact Person:

Email Address:

Phone Number Fax Number

III - Person Preparing Drawdowns

Contact Person:

Address:

Email Address:

Phone Number Fax Number

IV - Person Preparing Progress Reports / Final Reports

Contact Person

Applicant Address

Email Address:

Phone Number Fax Number

V. CDBG Eligibility

National Objective

Check one

- Benefit Low/Mod Income Persons
- Prevent/Eliminate Slums or Blight
- Urgent need

Type of Project

Check One

- Facility/Public Improvement**
Complete page 9 + 10
- Housing**
Complete page 11 + 12
- Social Services**
Complete page 13
- Administrative & Planning**
Attach separate description
****NOTE: All applicants must complete pages 14-17.**

Activity Category

Check One

- Acquisition
- Public Facilities & Improvements
- Social Services
- ADA Improvements
- Housing Rehabilitation
- Planning & Administration

Certification of Eligibility

- Number of Persons benefiting from the project
- Number of Low/Mod Income Persons Benefitting from Project (per HUD Sections 8 Income Limits)
- Percentage of Low/Mod Income Persons Benefitting from Project (Must be at least 51% of total)

Data Source

Check one

- Low/ Mod Job Creation
- Limited Clientele
- Census Tract
- Section 8

VI. Performance Measures

A. Objective of Project

1. Identify which objective will be addressed by the activity proposed in this application.

Choose only one objective:

	Suitable Living Environment - This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
	Decent Affordable Housing - This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort.
	Creating Economic Opportunities - This objective applies to the types of activities related to economic commercial revitalization or job creation.

B. Expected Outcome of Project

2. Identify which outcome category best reflects what you are seeking to achieve (the results) in funding this particular activity.

Choose only one outcome:

	Availability / Accessibility - This outcome category applies to activities that make services, infrastructure, housing, or shelter 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.
	Affordability - This outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate income people. It can include the creation of maintenances of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
	Sustainability: Promoting Livable or Viable Communities - This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefits to persons of low and moderate income, or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

VII. Budget Information/Project Funding

Complete budget pages

VIII. Prior CD Funds Received

CD / Year 44 \$

CD / Year 43 \$

CD / Year 42 \$

VIII. Certification

I hereby certify that all information included in this application is correct to the best of my knowledge.

SIGNED

AGENCY

Date the application has been discussed at a local public meeting

MAYOR'S SIGNATURE

DATE

***Please Note: Certain types of proposals can be combined. For example, if requesting funding for a senior social service program and a senior bus program, one application can be submitted. Also, if an application is for performing several improvements to a senior center, it is okay to one application that includes all the activities rather than submitting separate applications.**

***IMPORTANT: ALL APPLICANTS MUST SUBMIT THEIR DUNS NUMBER. NON-PROFITS MUST INCLUDE THEIR 501 (C)(3) DOCUMENTATION, A LISTING OF THE MEMBERS OF THEIR BOARD OF DIRECTORS OR EQUIVALENT, AND A COPY OF THEIR LAST AUDIT.**

Facilities / Public Improvements

1. Project Description: Describe very specifically what you would want to use CD funds for in one or two sentences in space below. (i.e. resurface Main Street; install services on Main Street; construct ADA improvements; install new roof on building; etc.) (DO NOT SAY "See Attached")

2. Determine Service Area: Detail location of project. Specify the geographic location of the people who will benefit from these funds (i.e. census tract, block groups, neighborhood boundaries, etc.) **You must identify the boundaries of the service area. Please use the maps available at www.ucnj.org to indicate the boundaries. Indicate street addresses including house numbers.**

3. Is this project located in a primarily residential area? (please check one)

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

4. Will the project have a significant negative impact on the environment? (please check one)

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

IF YES, PLEASE EXPLAIN:

5. Describe the impact of the project on the Community

6. Supply appropriate documentation to support the degree of need. Examples of documentation may include planning and/or engineering studies, letters from State of N.J., other public agencies, and newspaper articles.

7. Do the improvements require approval by the municipal planning board or zoning board?

YES
NO

If yes, what is the date of proposed or actual submission?

If yes, what is the date of approval?

8. Project how all Community Development funds will be spent within the 12 month contract period.

- a. Plans & Specifications Completion Date:
- b. Estimated Bid Date:
- c. Estimated Project Start Date:
- d. Estimated Finish Date:

9. Site Control? Check one.

Owned	
Option	
Lease	
Other	

If Leased, what is the termination date?

If Option, what is the expiration date?

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Budget Information & Project Funding

Total Cost of Project \$

Grant Amount Requested \$

Percentage Total

Total of Other Funding

Other Agencies Applied to for Funds

Name	Amount	Status (Check)
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined
	\$	Pending
		Approved
		Declined

Proposed Budget

Budget Category	Amount	Description
Project Cost	\$	
Project Salary	\$	
Project Fringe	\$	
Architect / Engineer	\$	
Consultant	\$	
	\$	Total Budget Request

Matching Funds

Budget Category	Community Development Share	Agency / Municipal Share	Other Federal & State Funds	Other Source Share	Total Program Budget
Project Cost	\$	\$	\$	\$	\$
Project Salary	\$	\$	\$	\$	\$
Project Fringe	\$	\$	\$	\$	\$
Architect / Engineer	\$	\$	\$	\$	\$
Consultant	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

Application Check List

Please review the checklist to insure all the necessary steps have been taken to submit a completed application.

✓	Item
	Is the project eligible for funding? (See Criteria for Eligibility)
	Does the project meet a National Objective?
	Does your Organization have records to document low income eligibility? (i.e. Housing and Social Services need to meet Section 8 Income Limits (copy enclosed) and must obtain information pertaining to family size and income. Public Improvements/Facilities need to show service area and include eligible low income census tracts.)
	Did you conduct a public hearing and include the public notice ad and minutes of that meeting with the application?
	Did you include Priority Listing of projects submitted?
	Is the application signed by the Mayor of your municipality?
	Is the application and FOUR copies being submitted in a sealed envelope with the label firmly attached? (If submitting more than application, each application and copies must be in separate envelopes)
	For non-profit agency: Did you include a copy of 501(C)(3) IRS designation letter, listing of your Board of Trustees, and copy of latest audit?
	Did you include your agency's DUNS number?
	Did you clearly describe the project in detail (Question #1 "Project Description" pages of application depending on the category of request)?

Listing of Applicable Statutes and Regulations by Area of Compliance

Historic Properties

- National Historic Preservation Act of 1966, Section 106 (16 U.S.C. 470f)
- Preservation of Historic and Archaeological Data Act of 1974 (16 U.S.C. 469-469c)
- Executive Order 11593, Protection and Enhancement of Cultural Environment

Floodplain

- Flood Disaster Protection Act of 1973 (42 U.S.C. 4001 et. seq.) and Implementary Regulations
- Title 24, Chapter X, Subchapter B, Nation Flood Insurance Program (44 CFR 59-79)
- Executive Order 11988 and HUD Procedure for Floodplain Management (24 CFR Part 55) (When Issued)

Wetlands

- Executive Order 11990, Protection of Wetlands and Applicable State Legislation or Regulations. Also 24 CFR Part 55 (When Issued)

Noise

- HUD Regulations (24 CFR Part 51, Subpart B)

Air Quality*

- Clean Air Act of 1970 as Amended (42 U.S.C. 7401- 7742)
- EPA Regulation 40 CFR Part 50, and Partially)
- 40 CFR Part 51, 52, 61.

Man-Made Hazards

- HUD Regulation (24 CFR Part 51, Subpart C)
- HUD Notice 79-33) Indefinite Notice, September 10, 1979.
- HUD Regulation 24 (CFR part 51 Subpart D)

Water Quality*

- Federal Water Pollution Control Act, as Amended (33 U.S.C.1251-1376)
- Safe Drinking Water Act of 1974 (42 U.S.C. 300f-300j-10) as Amended
- U.S. Environmental Protection Agency (EPA) Implementing
- Regulations 40 CFR Parts 100-149

Solid Waste Disposal*

- Solid Waste Disposal Act as Amended by the Resource
- Conservation and Recovery Act of 1976 (42 U.S.C. 6901-6987)
- U.S. Environmental Protection Agency (EPA) Implementing
- Regulations 40 CFR Parts 240-265

Coastal Areas

- Coastal Zone Management Act of 1972 as Amended (16 U.S.C.1451-1464)
- Coastal Barrier Resources Act of 1982 (16 U.S.C. 3501 et. seq.)

Endangered Species

- Endangered Species Act of 1973 as Amended (16 U.S.C. 1531-1543)

Farmlands Protection

- Farmlands Protection Policy Act of 1981 (U.S.C. 4201 et. seq.) Implementing Regulations 7 CFR Part 658

Wild and Scenic Rivers

- Wild and Scenic Rivers Act of 1968 as Amended (16 U.S.C.1271 et. seq.)

**** Environmental laws that have permit, license or other forms of compliance usually implemented through a State agency are also listed here.***

End of Application