

Washtenaw Urban County Community Development Block Grant (CDBG) Fillable Application

Application due: March 11, 2021

LOCAL GOVERNMENT UNIT _____

PROJECT NAME _____

APPLICANT (Urban County Representative)	CONTACT PERSON (Project Lead) <i>If Different from Applicant</i>
Name	Name/Title
Phone Number (Work)	Phone Number (Work)
Address (Work)	Address (Work)
E-mail Address	E-mail Address

PROJECT INFORMATION

Location/Address	CDBG Amount requested
	Estimated Total Project Cost
Census Tract Number(s) of project location	
Estimated Project Start date	Block Group(s)

Have you already started the **planning/engineering/design** phase of this project?

- Yes → You must include a design proposal (with outlined tasks and cost for those services) with this application, or prior to any environmental review associated with this project.
- No → Do you intend to use a portion of the CDBG amount requested toward planning/engineering/design? Yes No
- Not applicable

PROJECT DESCRIPTION (please attach another page if you need more space)

PROJECT BENEFIT – (NATIONAL OBJECTIVE)

To be eligible for CDBG funding, a project must qualify within one of the three following categories. Check the box next to the letter under which the project qualifies:

- A - Located within low/mod target area
- B - Presumed benefit clientele*
- C - Slum/Blight elimination (e.g. spot-basis demolition)

***If you checked “B”, you must answer question 1-2 below:**

1) Is your program/project primarily designed to serve:

Presumed Benefit Clientele	Mark any that apply
Elderly	
Disabled	
Homeless Persons	
Domestic Violence Victims	
Child Survivors of Abuse	
Persons Living with HIV/AIDS	
Illiterate Adults	

2) Does the facility/program have income eligibility requirements? Yes No

PROPOSED PROJECT BUDGET

For infrastructure projects, attach any cost estimates from an engineer or otherwise.

ADMINISTRATION	CDBG PORTION	COMMITTED MATCH SUPPORT <i>Identify specific federal/state/local/in-kind sources</i>	TOTAL PROJECT BUDGET (include CDBG)
Professional Services	\$	\$	\$
Construction	\$	\$	\$
Engineering & Design	\$	\$	\$
Supplies	\$	\$	\$
Other	\$	\$	\$
TOTAL PROJECT COST	\$	\$	\$

PROJECT OUTCOMES

Describe specific benefits or improvements to be achieved by participants and/or the communit(ies). Discuss how the outcomes above will be measured and assessed. Also note any connection to a Capital Improvement Plan, Master Plan, Parks plan, Regional plans, adopted policies, or other formal community goals:

<i>(Describe outcomes below)</i>	
How many low-income persons OR households will benefit from this project?	___ persons OR ___ households
How many linear feet will be built or improved (sidewalk/road projects only)	___ linear feet
How many square feet of blight does the project remove? (demolition only)	_____ square feet
How many jobs will the project create?	_____ jobs
How many units of affordable housing are created or supported by this project?	_____ units

PROJECT TIMELINE

Provide Your Expected Project Timeline from project planning/design/engineering to contracting to implementation, to target completion date. Keep in mind the following:

- ✓ you can opt to carry out your project in FY2020-21 (Year 1) or FY2021-22 (Year 2);
- ✓ you will have 2 years from the date of your project’s environmental clearance, as communicated by OCED, to achieve substantial completion of your project; OCED staff will prioritize environmental reviews based on completeness of application and the specific timeline provided.

Date	Activity
	<i>Target Completion</i>

Use additional paper if you need more space for your project timeline.

REQUIRED ATTACHMENTS CHECKLIST

- Engineer's or other formal project cost estimates
- Map with location of project clearly shown (can use google maps)
- Preliminary engineering/building plans (**exception: if you indicated that some or all of this CDBG funding request will go toward planning/engineering/design, no plans required at this time – see p.1**)
- Any applicable Board/Council meeting minutes
- Proof of any matching fund commitment(s) described above
- Documentation to demonstrate compliance with zoning regulations, when applicable

SUBMIT COMPLETED APPLICATION WITH REQUIRED ATTACHMENTS BY EMAIL OR MAIL TO:

Tara Cohen, CDBG Management Analyst
Washtenaw County Office of Community and Economic Development
415 E. Michigan Ave., Suite 200
Ypsilanti, MI 48198
cohent@washtenaw.org
734-544-3056

ACKNOWLEDGEMENTS

- ✓ *I understand that an incomplete application may result in a delay of environmental review process by OCED, and therefore the requested timeline for my project may be delayed.*
_____ (initial)
- ✓ *I understand that my Township/City has 2 years from the date of environmental clearance from HUD (as communicated by OCED) to achieve substantial completion of construction.*
_____ (initial)
- ✓ *I understand that, per the Cooperative Agreement in effect between Washtenaw County and my City or Township, no portion of CDBG funds can be sold, traded, or transferred in exchange for any other funds, credits, or non-Federal considerations.*
_____ (initial)
- ✓ *I understand that it is not permissible to use this CDBG grant to replace local/municipal funding streams.*
_____ (initial)

Signed by: _____
UCEC member or current designee DATE