

CITY OF EAST PROVIDENCE

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM REQUEST FOR PROPOSALS

2007 - 2008

The City of East Providence is currently soliciting proposals for the use of 2007-2008 Community Development Block Grant funds. It is estimated that approximately **\$800,000** will be available beginning **July 1, 2007**.

A Grant Workshop will be provided on:

Friday, March 2nd, 2:00 p.m. - 3:00 p.m.
145 Taunton Avenue
East Providence City Hall, Room 306

Applications and answers to questions are available by calling David Bachrach at 401.435.7535, mailing to Community Development Coordinator, 145 Taunton Avenue, East Providence, RI 02914, or e-mail dbachrach@cityofeastprov.com

Proposed projects must meet both of the requirements below or will be designated as not eligible for funding:

1. **At least 70% of the total CDBG request must benefit low and moderate-income families / households directly.** Eligible income of beneficiaries must be documented either on an individual or an area wide basis. A project that is located in, or provides service to a HUD-defined low and moderate-income area that benefits a neighborhood generally is considered meeting the low & moderate income requirement. A location map and income limits are attached.
2. **Projects must be consistent with, and further one of the goals of the Five Year Consolidated Plan.** A Summary is attached. The entire 2005-2010 Consolidated Plan is available at the Planning Department at City Hall, 145 Taunton Avenue, Room 309.

All proposals must be submitted on the 2007-2008 Application for Funding form preferably in an electronic medium such as e-mail, no later than the **Application Deadline of March 19, 2007**. Technical assistance is available to all organizations in the preparation of the proposal by calling the Community Development Coordinator, David Bachrach at 435-7535. Completed applications should be e-mailed to dbachrach@cityofeastprov.com or mailed / delivered to:

**Community Development Coordinator
Department of Planning and Urban Development
145 Taunton Avenue, City Hall
East Providence, RI 02914**

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

APPLICATION FOR FUNDING

2007-2008

****ALL APPLICATIONS DUE March 19, 2007****

INSTRUCTIONS: This application contains the minimum amount of information necessary for review of your proposal. Additional information should be included as necessary. Where specific questions herein do not apply to your proposal, please print "Not Applicable". Please refer to attached Evaluation Criteria for scoring priority.

For additional information or assistance, please contact: **David Bachrach, City Hall, 145 Taunton Avenue, East Providence, R.I. at 435-7535 or e-mail dbachrach@cityofeastprov.com.**

SPONSORING AGENCY: _____

ADDRESS: _____

PROGRAM CONTACT PERSON: _____

TELEPHONE: _____ **E-Mail** _____

PROGRAM TITLE: _____

AMOUNT REQUESTED: _____

CONSISTENCY WITH FIVE YEAR CONSOLIDATED PLAN.

- a. Which goal in the Consolidated Plan does the Project help address?

- b. What bench marks and timeline will be used to measure the impact and effectiveness the Project has toward reaching the Consolidated Plan's goal?

Please note the following questions are rated and scored. Please refer to the attached Evaluation Criteria.

1. **STATEMENT OF NEED.** What problems or needs will this program address? If possible, state needs in numerical terms.

2. **ELIGIBLE PARTICIPANTS.** Who is eligible to benefit from your program?

3. **PROGRAM DESCRIPTION**
 - a. **Demographic description:** Describe who will be served by the program? What income range are the persons served? What race, family type, sex, age, etc. of the people you will benefit?

 - b. **Geographic description:** Where is the project located and what is the Targeted service area of the project?

 - c. **Outputs:** What are the direct products of the program's activities, such as number of low-income households or persons served, number of loan application processed, number of units constructed or rehabilitated, linear feet of curbs and cutters installed, or numbers of jobs created or retained? What will the proposed program do? What bench marks will be used?

 - d. **Outcomes:** What community impact will result or issue will be addressed? Outcomes typically relate to a change in conditions, status, attitudes, skills, knowledge, or behavior. Common outcomes could include improved quality of life for program participants, improved quality of local housing stock, or revitalization of a neighborhood.

4. **PROGRAM ACTIVITIES**
 - a. **Service Provision:** Itemize activities needed in providing service

 - b. **Outreach:** How is it directed to potential beneficiaries in an accessible manner with consideration for language and cultural issues?

 - c. **Access:** Is it provided within the City of East Providence?

 - d. **Management:** Provide a clear chain of responsibilities including cohesive key staff

5. HOW WILL THIS PROJECT BE FUNDED IN THE FUTURE?

- One time only project.
- CDBG funds will be used as seed money.
- Will probably apply for CDBG funds annually.
- CDBG funds will be used for leveraging other funding

6. ESTIMATED PROGRAM BUDGET

a. Please indicate your proposed project in one, or more, as appropriate, of the general categories.

CDBG REQUEST		OTHER FUNDS	TOTAL
AQUISITION			
PUBLIC FACILITIES IMPROVEMENT			
REHABILITATION PROJECT			
PLANNING OR CAPACITY BUILDING			
SOCIAL SERVICE PROGRAM			
OTHER			
TOTAL			

b. Please indicate your proposed CDBG budget within the following categories:

A. Salary and fringe: Position _____ FT or PT \$ _____

Position _____ FT or PT \$ _____

Subtotal \$ _____

B. Non-salary costs: Category _____ \$ _____

Category _____ \$ _____

Category _____ \$ _____

Subtotal \$ _____

TOTAL: \$ _____

2007-2008

COMMUNITY DEVELOPMENT PROPOSAL SUMMARY

THIS SHOULD BE AS CONCISE AS POSSIBLE. IT WILL BE USED AT PUBLIC HEARINGS AND OTHER TIMES FOR QUICK REFERENCE.

AGENCY: _____

ADDRESS: _____

PERSON: _____

AMOUNT REQUESTED: _____

PROGRAM TITLE: _____

OBJECTIVES/NEEDS:

WHO IS SERVED/PROPOSED # OF BENEFICIARIES:

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

2006 – 2007

PROGRAM INFORMATION

The Community Development Act's Objectives:

The development of viable urban communities, including decent housing and suitable living environment, and expanding economic opportunity, principally for persons of low and moderate income

Basic Eligible Activities:

- a. **Acquisition:** Acquisition by purchase, long-term lease, donation or otherwise, in whole or in part, of real property for any public purpose.
- b. **Public Facilities and Improvements:** Acquisition, construction, rehabilitation or installation of public facilities and improvements carried out by the City or other public or private, non-profit entities.

Example: Shelters for the homeless, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community, senior and health centers, parking, streets, curbs, sidewalks, parks and playgrounds.

- c. **Clearance Activities:** Clearance, demolition, removal of buildings and improvements, including movement of structures to other sites.
- d. **Public Services:** Directed towards improving the community's public services and facilities, including those concerned with employment, crime prevention, child care, health, drug abuse counseling and treatment, education, energy conservation, welfare or recreational needs, job training, public safety services, and senior services.
- e. **Removal of Architectural Barriers:** Special projects to remove material and architectural barriers restricting the mobility and accessibility of elderly or disabled persons to publicly owned and privately owned buildings, facilities and improvements.

Example: Ramps, curb cuts, wider doorways, elevators.

- f. **Rehabilitation Activities:** Finance the rehabilitation of any publicly or privately owned property.

Types of assistance:

- a. Assistance to private individuals and entities, including profit and non-profit organizations, to acquire for purpose of rehabilitation and to rehabilitate properties for use or resale for residential properties;
 - b. Improvements, renovations or repair; replacement of principal fixtures and components; increasing efficient use of energy such as installation of storm windows and doors, siding, insulation and heating and cooling equipment;
 - c. Rehabilitation services such as rehab counseling, tool bank, energy auditing, preparation of work specifications;
- g. **Planning and Capacity Building:** Studies, analyses, data gathering and preparation of plan.

Example: Individual project plans, community development plans, small area and neighborhood plans, environmental and historic preservation studies.

Community Development Consolidated Plan Summary
Strategic Plan Goals
2005 - 2010

All CDBG funded programs must be consistent with, and contributing to the achievement of the following goals in order to be considered for funding.

HOUSING STRATEGIC PLAN

Goal One: Ensure that a diversity of housing exists in the City providing residents with a range of decent, safe and affordable housing choices.

Goal Two: Maintain and preserve the existing housing stock, including subsidized developments subject to prepayment.

Goal Three: Increase the supply of affordable housing for the various household income groups in the City.

Goal Four: Preserve the quality of existing residential neighborhoods while accommodating growth.

Goal Five: Increase the level of homeownership in the City.

Goal Six: Ensure a balance between housing development and the environment, including open space, recreational and economic development opportunities.

COMMUNITY DEVELOPMENT STRATEGIC PLAN

The City's housing strategic plan is developed by reference to existing planning documents that are official City policy and reflect current needs. The City will direct the use of the Community Development Block Grants towards activities that meet federal purposes and are consistent with the policy documents. The following identifies the objectives that address the highest priority needs in the identified categories:

Public Facilities/Public Infrastructure Needs

GOAL ONE: Continue to identify and prioritize public infrastructure needs in eligible neighborhood areas, such as upgrading or replacing sewer lines, road and sidewalk reconstruction.

GOAL TWO: Continue to identify and prioritize revitalization needs of public facilities, such as parks and playgrounds, recreational sites and other eligible public properties.

Public Service Needs

GOAL ONE: Continue to meet the financial, social and environmental needs of the senior population.

GOAL TWO: Provide programs for youth which allow them to reach their full potential and guide them toward appropriate social and recreational opportunities.

GOAL THREE: Continue to support quality, accessible and affordable medical services for all eligible residents.

GOAL FOUR: Continue to provide job training programs and re-training programs which graduate residents with usable skills in fields with employment opportunities.

GOAL FIVE: Continue to provide educational opportunities and appropriate social services to families in need of assistance in order to improve their economic or social circumstances.

Economic Development Needs

GOAL ONE: Continue to support and create programs that facilitate the rehabilitation of commercial businesses in eligible areas.

GOAL TWO: Continue to support and create programs that provide job training for unemployed, underemployed or unskilled persons.

2007 – 2008 CDBG APPLICATION RANKING

The categories of Housing, Public Services, Public Works, Public Facilities, and Economic Development below will be ranked separately. Each category is allocated a percent of the total CDBG annual award of \$800,000 based on the priorities of the Five Year Consolidated Plan (2005-2010). The top ranked proposals in each category will be included in a draft One Year Action Plan and made available for public comment for 30 days starting with a Public Hearing on April 10, 2007 at City Hall, room 306 at 6:00 p.m., and ending on May 10, 2007 at 4:00 p.m. Once all comments have been considered and responded to, final recommendations will be made to the City Manager and Council for funding. The approved Action Plan will then be submitted to HUD by May 11, 2007. Programming is expected to start by July 1, 2007 and end by June 30, 2008.

1. STATEMENT OF NEED Up to 25 points

- 7 points - Up to date data documented from a reliable statistical source
- 6 points - Documented need is higher than rest of state
- 6 points - Program targets a sub-population with higher needs than general population
- 6 points - Need is shown as having a significant negative impact to basic quality of life issues

2. ELIGIBLE PARTICIPANTS Up to 10 Points

- 5 points - Targeted sub-population
- 5 points - New beneficiaries, not existing

3. PROGRAM DESCRIPTION Up to 25 points

- 2a. Demographics 3 points - Income, education, family type, ethnic background, age, etc. of those that will benefit from Program
- 2b. Geographic 6 points - Area over 70% low/moderate income
3 points - Area over 60% low/moderate income
2 point - Area over 50% low/moderate income
- 2c. Outputs 5 points - Clear time table with achievable bench marks
- 2d. Outcomes 6 points – Program benefit lasts beyond program delivery
5 points - Impact documented need by over 5%
3 points - Impact documented need by over 1%

4. PROGRAM ACTIVITIES

Up to 20 points

- 3a. Service Provision 5 points - Itemize activities needed in providing service delivery
- 3b. Outreach 5 points - Outreach is directed to potential beneficiaries in an accessible manner with consideration for language and cultural issues
- 3c. Access 5 points - Service delivery provided within City of East Providence
- 3d. Management 5 points - Clear chain of responsibilities including cohesive key staff

5. FUTURE FUNDING

Up to 10 points

- 10 points - CDBG funds used as SEED funding with documented financial sustainability
- 5 points - CDBG funds will leverage documented additional funds

6. ESTIMATED BUDGET

Up to 10 points

- 6 points - Budget accounts for all costs associated with program activity
- 4 points - CDBG funds represent less than 25% of total project budget
- 2 points - CDBG funds represent less than 50% of total project budget

**PROPOSED SCHEDULE FOR PREPARATION OF 2007-2008
CDBG**

ALL APPLICATIONS DUE March 19, 2007

February 2007

Solicitation of Proposals

Notices published the week of February 19th in the East Providence Post and Portuguese Times. The East Providence Reporter will publish it in their February issue. Applications will be mailed to agencies and commissions.

March 2, 2007

Grant Workshop

Applications and strategies for getting funded will be discussed

March 13 & 20, 2007

Notice of Public Hearing

Notices published during the weeks of March 13th & 20th also in the newspapers named above; published in the March issue East Providence Reporter.

March 19, 2007

Applications for funding due at 145 Taunton Avenue, City Hall, Room 309

March 20, - April 2, 2007

Applications ranked

Staff review and scoring of applications for funding.

April 10, 2007

Public Hearing-Room 306

Present the proposed use of 2007/8 CDBG funds. Obtain views on the proposed use of funds; community development and housing needs; review of CDBG program and application process; review of Performance of CDBG Activities. 30-day comment period begins.

April 10 - May 10, 2007

Public Comment Period begins after Public Hearing and ends approximately 30 days later on May 10, 2007.

May 1, 2007

Presentation to City Council

City Manager presents proposed use of funds for Council Approval.

May 11, 2007

Submission to HUD

Submit plan for use of funds to HUD for approval within 46 days.

Income Limits

Low & Moderate Income is determined based on family/household size and gross income. All families with incomes at or below 80% are eligible as CDBG beneficiaries.

HUD Annual Income Limits

#Family/ Household	Very Low 30%	Low 50%	Moderate 80%
1	\$15,350	\$25,600	\$41,000
2	\$17,550	\$29,250	\$46,850
3	\$19,750	\$32,900	\$52,700
4	\$21,950	\$36,600	\$58,550
5	\$23,700	\$39,500	\$63,250
6	\$25,450	\$42,450	\$67,900
7	\$27,250	\$45,350	\$72,600
8	\$29,000	\$48,300	\$77,300

2000 U.S. Census Tracts
Designated LMI Areas

