

**Inc. Village of Hempstead**

# **COMMUNITY DEVELOPMENT AGENCY**

**50 CLINTON ST - SUITE 504**

**HEMPSTEAD, NY 11550**

###### Community Development Block Grant (CDBG) Program

###### Public Service Organization

###### Grant Application

###### Federal Fiscal Year 2023 (49th Program Year)

**(**September1st, 2023 – August 31st, 2024)

**Name of Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Submission: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**WAYLYN HOBBS, JR. DANIELLE OGLESBY**

**mAYOR cOMMISSIONER**

**Name of Organization:**

**Address of Organization:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Person:**

**Title:**

**Telephone Number:**

**Email Address:**

**Charities Registration #:**

(Obtained from NYS Attorney General)

**Tax ID #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DUNS Number (required):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If your organization does not have a DUNS number, apply online at <https://eupdate.dnb.com/requestoptions.html> or call toll free at 1-866-705-5711.

**Year(s) in Operation:**

Funding available from the Nassau County Office of Community Development (NC OCD) is received through an allocation from the U.S. Department of Housing and Urban Development (HUD). All requests for funding must thus comply with applicable requirements of the Community Development Block Grant (CDBG) Program. Such requirements include being eligible for assistance and benefiting a clientele that is principally of low and moderate income.

Funding requests should be project or program specific. Projects selected for funding will be included in the FY 2023 Action Plan to be submitted to HUD for final approval. Nassau County’s 2023 Program Year begins on September 1, 2023.

Application is due to this office no later than **Wednesday, March 1, 2023**.

Sarian Parker

Inc. Village of Hempstead Community Development Agency

50 Clinton St. Suite 504

Hempstead, NY 11550

**Please attach the following required documentation to the application, unless the information has not changed from last year’s application. Incomplete applications will be returned.**

**Check each item that is attached. If you do not attach a particular document, please provide and explanation.**

\_\_\_\_\_Articles of Incorporation and By-Laws

\_\_\_\_\_State and Federal Tax Exemption Determination Letters

\_\_\_\_\_Current List of Board of Directors

\_\_\_\_\_Organizational Chart

\_\_\_\_\_List of any officers and/or staff to be compensated under the program

\_\_\_\_\_Resume of Program Administrator

\_\_\_\_\_Resume of Fiscal Officer

\_\_\_\_\_Copy of Lease Agreement of building where program takes place

\_\_\_\_\_Copy of Most Recent Audited Financial Statements Prepared in Compliance with OMB

2 CFR Part 200*, et seq.*

\_\_\_\_\_Copy of Most Recently Filed IRS Form 990 – Return of Organization Exempt From

Income Tax

\_\_\_\_\_Copy of Current Annual Operating Budget (*include both sources & uses of funds*)

\_\_\_\_\_Copy of Most Recent Interim Financial Statements for Current Year (Balance Sheet &

Profit & Loss Statement) Not More Than 60 Days Old.  **\_**\_\_\_\_Copies of Intake Forms for program participants.

**Intake form** must include household size, income level, and self-identification of race and ethnicity. Attach a minimum of 10 intake forms (if available) and any other income documentation provided by program participants. Please black out any personal information. If program participants have not been identified at the time of application submission, please forward to Theresa Dukes as soon as they are available. [[1]](#footnote-1) This is not applicable for low/mod *area* benefit public services.

**All client intake forms must contain the following language and must be signed**:

“*I certify that the above information is accurate to the best of my knowledge. While I have been assured that the information is kept confidential, I am aware that it is subject to verification by the agency providing services, the Nassau County Office of Housing and Community Development and/or HUD. I, therefore, authorize such verification, and will provide supporting documents if requested.”*

###### Explanation for omitted documentation:

**Certification**

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining funding under this Nassau County HUD-funded program is true and complete to the best of the Applicant's knowledge and belief. Verification may be obtained from any source named herein.

The applicant further certifies that no employee, agent, consultant, officer, or elected or appointed official of the subrecipient agency may obtain a financial interest in the program for which funding is being requested, either for themselves or those with whom they have business or immediate family ties, during their tenure and for the period of one (1) year thereafter.

**Print Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature**: **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **PROJECT DETAIL**
2. **Project Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. **Location of Services (block/address):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. **Project Description and Anticipated Accomplishments during the Program Year** (be specific):
5. **Anticipated Program Start date:**

**Anticipated Program Completion date:**

1. **Total Budget Request: ­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Budget Breakdown for Project:**

|  |  |
| --- | --- |
| **Budget Item**  **(i.e. rent, personnel, transportation)** | **Amount** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
| **Total** |  |

1. **Program Eligibility**

The HUD CDBG regulations require that all funded activities meet one of the Program’s National Objectives. Public Service activities can qualify by meeting the needs of primarily low and moderate income persons in different ways. Please choose the **one** category that describes the activity benefit and complete the appropriate subsection.

1. **Low/Mod Benefit Categories (Check only one category)**

***Low/Mod Limited Clientele (Direct Benefit****):* \_\_\_\_\_\_

*The limited clientele category is a way to qualify specific activities under the Low/Mod Income (LMI) benefit national objective. Under this category, 51% of the beneficiaries of an activity have to be Low/Mod Income persons. Activities in this category provide benefits to a specific group of persons rather than everyone in an area. It may benefit particular persons without regard to their residence, or it may be an activity that provides a benefit to only particular persons within a specific area.*

**Low/Mod Area Benefit:** \_\_\_\_\_\_

*The area benefit category is the national objective used for activities that benefit a residential neighborhood. An area benefit activity is one that benefits all residents in a particular area, where at least 37.98% (Nassau County exception criteria) of the residents are Low/Mod Income persons.*

***If Low/Mod Area Benefit checked, describe the service area that will be benefit from this public service (attach a map):***

1. **Additional Low/Mod Benefit Categories**

***Presumed Benefit*** *activities are those that benefit* ***one*** *of the following categories: abused children, battered spouses, elderly, severely disabled adults, homeless, illiterate persons, persons living w/ AIDS, and migrant farm workers: (Reference: 24 CFR 570.483(b)(2)(ii)(A))*.

Is this a Presumed Benefit Activity? Yes \_\_\_\_ No \_\_\_\_

If yes, please check the appropriate category:

abused children \_\_\_\_ homeless \_\_\_\_

battered spouses \_\_\_\_ illiterate persons \_\_\_\_

elderly \_\_\_\_ persons living w/ AIDS \_\_\_\_

severely disabled adults \_\_\_\_ migrant farm workers \_\_\_\_

***Nature or Location*** *activities are of such a nature and in such a location that it may reasonably be concluded that the activity’s clientele will primarily be low/mod income persons (for example, a day care center that is designed to serve residents of a public housing complex). Reference: 24 CFR 570.483(b)(2)(ii)(D****).***

Is this a Nature or Location Activity? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain how:

1. **Beneficiary Income Verification**

Describe how your organization will document the income status of the targeted beneficiaries (i.e. Income tax return document):

**HUD Uncapped Income Limits as of June 15, 2022**

HOUSEHOLD SIZE

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| Very Low 30% | 30,550 | 34,900 | 39,250 | 43,600 | 47,100 | 50,600 | 54,100 | 57,600 |
| Low 50% | 50,900 | 58,150 | 65,400 | 72,650 | 78,500 | 84,300 | 90,100 | 95,900 |
| Low/Mod 80% | 81,400 | 93,000 | 104,65 | 116,25 | 125,50 | 134,850 | 144,15 | 153,45 |
| 120% | 123,00 | 140,55 | 158,10 | 175,70 | 189,75 | 203,800 | 217,85 | 231,90 |
|  |  |  |  |  |  |  |  |  |

This chart is based on HUD’s June 15, 2022 Publication of FY 2022 Median Income for a family of four, which is now $146,400

**D. Beneficiary Group Information:**

Type of Beneficiary (Choose **One**):

\_\_\_\_People \_\_\_\_Youth \_\_\_\_Elderly \_\_\_\_Households \_\_\_\_Businesses, \_\_\_\_Organizations \_\_\_\_ Housing Units \_\_\_\_Public Facilities \_\_\_\_Jobs

Proposed Number of Beneficiaries: \_\_\_\_\_\_\_

Type of Service:

Senior Services \_\_\_\_ Handicapped Services \_\_\_\_

Legal Services \_\_\_\_ Youth Services \_\_\_\_

Transportation Services \_\_\_\_ Substance Abuse Services \_\_\_\_

Battered and Abuse Spouses \_\_\_\_ Employment Training \_\_\_\_

Crime Awareness \_\_\_\_ Fair Housing Activities \_\_\_\_

Tenant/Landlord Counseling \_\_\_\_ Child Care Services \_\_\_\_

Health Services \_\_\_\_ Abused Children Services \_\_\_\_

Mental Health Services \_\_\_\_ Housing Counseling \_\_\_\_

Food Banks \_\_\_\_ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E. Service Information:**

In order to utilize CDBG funds under the public service category, the service must be either a ***new service*** *or a* ***quantifiable increase******in the level of an existing service*** and meet the 51% low/mod criteria (at least 51% of the participants must be documented as being low/mod income individuals or families).

As per the above criteria for funding, please describe how this activity is eligible:

1. **ORGANIZATIONAL INFORMATION**
2. **Description of your agency’s Mission Statement (Attach additional information as necessary)**
3. **Experience:** Describe the experience of your organization in implementing the activities that you have proposed in the application. Specifically, include the years of experience of staff and your organization (Attach any additional info.)
4. **Outreach:** Describe the outreach efforts of your organization with regard to soliciting participation in the subject program. Please make note of any agencies/organizations that will assist in this regard (e.g. school district, village).
5. **Timeliness** - What steps will be taken to ensure timely completion of this project or activity?
6. **Additional HUD Activity Set Up Information (Check all that apply):**

Is the Primary Purpose of the activity to:

\_\_\_\_\_Help Prevent Homelessness \_\_\_\_\_Help Those with HIV/AIDS

\_\_\_\_\_Help the Homeless \_\_\_\_\_Help Persons with Disabilities

1. **PRIORITIES**
2. **Which priority does activity address (check all that apply):**

\_\_\_\_ Affordable Housing

\_\_\_\_ Downtown Revitalization

\_\_\_\_ Transit Oriented Development

\_\_\_\_ Economic Development

\_\_\_\_ Green/Energy Efficiency

\_\_\_\_ Leveraging of CDBG Dollars

\_\_\_\_ Public Service

1. **Does the activity (check all that apply):**

\_\_\_\_ Support and promote integrated communities and improve integrated living

patterns? (i.e., public service activities, multifamily rehabilitation, acquisition of property for public purpose, and homeownership assistance)

\_\_\_\_ Reduce racially and ethnically concentrated areas of poverty? (i.e. economic

development, public service activities, and homeownership assistance)

\_\_\_\_ Respond to identified disproportionate housing needs of persons protected under the Fair Housing Act? (i.e. residential rehabilitaton – for handicapped accessibility improvements, code enforcement, and public housing rehabilitation)

\_\_\_\_ Foster and maintain compliance with civil rights and fair housing laws? (i.e., housing counseling, and landlord/tenant counseling)

\_\_\_\_ Address disparities in access to key community assets which may provide greater mobility and access to vital assets including economic opportunities, employment, health, transportation and quality education? (i.e. downtown revitalization, public facility and infrastructure improvements, handicapped accessibility improvements, commercial rehabilitation, public service activities, and transportation activities).

1. **Does this activity address any of the ten (10) Impediments to Fair Housing as identified in the Nassau County Analysis of Impediments to Fair Housing Choice (“AI”) located at** [**https://www.nassaucountyny.gov/4217/2015-Analysis-Impediments?activeLiveTab=widgets**](https://www.nassaucountyny.gov/4217/2015-Analysis-Impediments?activeLiveTab=widgets)**?**

**(check all that apply):**

\_\_\_\_ Impediment #1: Discrimination in the Nassau County Housing Market

\_\_\_\_ Impediment #2: Lending Policies, Practices and Disparities

\_\_\_\_ Impediment #3: Lack of Vacant Land and High Cost of Land in Nassau County

\_\_\_\_ Impediment #4: Limited Availability of Funds

\_\_\_\_ Impediment #5: Public Policy, Zoning and Local Opposition

\_\_\_\_ Impediment #6: Limited Not-for-profit Capacity

\_\_\_\_ Impediment #7: High Construction Cost and High Property Tax Burden

\_\_\_\_ Impediment #8: Abandoned/Deteriorated Housing

\_\_\_\_ Impediment #9: Employment/Housing/Transportation Linkage

\_\_\_\_ Impediment #10: Insufficient Understanding of “Reasonable Accommodations”

1. **LEVERAGING OF OTHER FUNDING AGENCIES**

Please list other sources of funding you have applied for or have received.

**Funding Source(s) Funding Received Funding Request**

**48th Program Year 49th Program Year**

**Other Federal**

1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**State**

1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Local Government**

1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization’s Contribution**

**(List Sources)**

1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*List additional sources on a separate piece of paper if necessary.

**If CDBG were not available, what alternative funds would be available for this**

**Service?**

**WHERE TO OBTAIN ADDITIONAL INFORMATION**

For additional information on the CDBG Program, including eligibility, national objective compliance, record keeping and other federal requirements please go to:

https://www.hudexchange.info/programs/cdbg-entitlement/

**ENVIRONMENTAL REVIEW INFORMATION FORM**

##### CDBG ⯁ HOME ⯁ESG

**Organization:**

**Project Name:**

**Project Description** – this should include the exact description of what the HUD funds are intended to be used for

**Continuation Project** – Please indicate whether the activity to be carried out is a continuation of a previously funded project.

**Project Location** – exact locations/addresses are REQUIRED. Without the accurate and exact location, the (ERR) cannot be completed.

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**Age of Dwelling(s)** – For the purposes of complying with the State Historic Preservation Organization (SHPO), the age/construction date of each dwelling must be provided. In the event that a dwelling is more than 50 years of age, a photograph of the property will also be required and SHPO must be contacted. SHPO’s response will determine the status of this factor. IF SHPO determines that there is historic relevance of the property, additional information will be required.

1. [↑](#footnote-ref-1)