



CITY OF MADERA

CDBG 2022/2023 GRANT APPLICATION
Capital Projects/Public Improvements



Cover Sheet

Application due date: On or before May 26, 2022 by 5:00 PM

Contact: Marcela Zuniga (559-661-3692) or mzuniga@madera.gov

(For office use only) Date and Time Submitted:	
Applicant Name:	Amount Requested: \$
Physical Address:	
Mailing Address:	
Program Name:	
If you have Non-profit Internal Revenue Code Section 501(c)(3) status, enter your organization's Federal Tax ID Number:	
Grant Administrator (Principal contact) First & Last Name and Title: Telephone Number and Email Address:	
Program/Project Administrator (Manages Day-to-Day Tasks of Program) First & Last Name and Title: Telephone Number and Email Address:	
Project Description (summary of main objective of project):	

CDBG APPLICATION SUBMISSION

Application Deadline:	May 26, 2022, by 5:00 p.m.
Application Delivery:	Applications will only be accepted electronically via City Data Systems – www.citydataservices.net .
Currently Funded Agencies:	Agencies that are currently funded by Madera in FY 2021-22 that wish to apply for FY 2022-23 funding will find a link, Apply for FY22-23 in the "Applications" column when they log in at www.citydataservices.net .
New Applicants	Agencies that are not currently funded should log into www.citydataservices.net and use MAD2022 (case sensitive) as both their Username and Password. Applicants will be prompted to enter basic information to receive a unique Username and Password. By logging in with these new credentials, the FY 2022-23 application will be available as a link in the "Applications" column.
City Contact:	Marcela Zuniga, (559) 661-3692, mzuniga@madera.gov

Capital Project/Public Improvements 2022/2023 Proposal Application

Community Development Block Grant (CDBG)

What is CDBG funding?

Community Development Block Grant (CDBG) is administered by the U.S. Department of Housing and Urban Development (HUD). HUD distributes annual CDBG allocations to entitlement communities such as City of Madera (City). For fiscal year 2022/2023 the City's proposed CDBG allocation is anticipated to be \$950,000. Note that all funding amounts are approximates and considering that HUD has not notified the City of the exact funding amount.

It is noted that there is also an additional \$60,000 of reallocation housing funds from the 2021-2022 allocation that will be reallocated this funding cycle. The total amount of anticipated CDBG funds available will be approximately \$1,010,000. This amount allows:

- Up to \$190,000 for Administration proposals (20%)
- \$142,500 for Public Services (15%) proposals to low- and moderate-income households (according to household size by total gross annual income) and
- \$737,500 for Capital Projects/Public Improvements.

Each year, an Annual Action plan is developed by the City. The Annual Action Plan is an assessment of the most pressing needs in the community as outlined in the City's 5-Year Consolidated Plan. It is data and community-based driven, includes extensive input from different groups in as well as individuals, and ultimately provides guidance for City staff on how to utilize these funds to respond to the identified needs in the community. The City's 2020-2024 Consolidated Plan can be viewed at:

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:2144f928-5165-37ac-8e04-36dcddb5a4e8>

Needs Identification Methods 2022/2023

The Priority Needs were developed after the data was collected using four complementary methods:

- Secondary Data Analysis
- Interviews
- Group Video Discussions
- Community-wide Quantitative Survey

The community needs that were identified by participants and survey respondents were prioritized based, in part, on approaches supported by The Office of Community Planning and Development of the U.S. Department of Housing and Urban Development (HUD), the Centers for Disease Control and Prevention, the National Community Development Association and others.

Needs Prioritization and Funding Criteria

The prioritization process suggests that on an annual basis, funded projects will:

- Address at least one of the identified Top Need Areas;
- Address one or more of the Target Services; and/or
- Continue services recognized by the community as essential.

Applications for Funding

Applications for funding through the City's CDBG program shall adhere to CDBG funding criteria. The City's internal departments and not-for-profit agencies will adhere to the following criteria.

- ✓ 100 percent of the funds received from the City must serve City residents. Funding will be denied if it is found that this requirement is not met.
- ✓ Address at least one of the identified Top Needs Areas (See Attachment A).

Applicant must respond to all the following sections. Refer to the Scoring Rubric for point allocation per section:

A. Ability to Address Community Need or Priority

1. Summary description of proposed project and anticipated accomplishment. (If desired, include diagram of the area within this section or you can attach, but any referenced attachment will be counted within the 6-pg. limit):
2. Need (Explain why project is needed):

B. National Objective, Measurable Outcomes, Priority Need

1. What HUD National Objective does your program meet?
2. To be eligible for funding, a project must either benefit low and moderate-income persons or prevent/eliminate slums or blight. Indicate how the proposed project meets this requirement. Projects that primarily benefit handicapped or senior citizens meet the criteria for benefiting low and moderate-income persons.
 - a. Primarily benefits low and moderate-income persons.
 - i. Number of persons served annually:
 - b. Service Area:
 - i. Number of City residents served annually:
 - ii. Number of persons with disabilities or seniors served:
 - iii. How will the proposed project prevent or eliminate slums or blight
 - iv. What measurable goals will your program deliver?
 - v. What are the project's expected outcomes? How are the outcomes assessed?

C. Schedule

1. Timetable (assuming a start date of July 1, 2022). Will your proposal meet these goals in one year?
2. Give starting date for activity and significant milestone completion timeframes. (Insert any timeline attachment you desire, or refer to an attachment to be counted as part of the 6-pg. limit)

D. Ability to Locate other Funds

1. Estimated cost of project and source of estimate (if available)
2. Please identify other sources of funds to implement this project. If funds other than CDBG are proposed, please provide supporting documentation/letters of commitment.

E. Public Input/Citizen Participation

Project proposals should include evidence of citizen support for activity.

1. What was done to receive public input/participation? Please provide details. What were the outcomes? Include documentation of support for the proposal such as meeting minutes, letters and petitions.
2. Note complaints that have been received, etc.
3. Evidence of collaboration with other agencies within the community.
4. Please see Priority Needs for the 2022/2023 Action Plan (Attachment A) and eligible CDBG Census Tracts (Attachment B) map. Public Service recipients shall be a minimum of 51% or more designated as low- to moderate-income. Public Service recipients may be qualified as Presumed Benefit (homeless persons, persons with disabilities and seniors).

F. Work Plan and Capacity

1. Environmental Impacts:
 - a. Historical:
 - i. If modifications are proposed to a structure, how old is the affected structure?
 - ii. Will this project affect an historically significant (or potentially historic) structure?
 - b. Archeological:
 - i. Will this project involve any ground disturbance?
 - ii. If so, how deep will excavation be and what is the volume of earth to be moved?
 - a. Water/Wastewater:

- i. Does this project involve a sewer or water system? If yes, how does it impact the system/s?

G. References

- 1. Please provide the name, title, company/agency, phone and email address for three references. Staff will contact references and obtain “Yes” and “No” responses for the following:
- 2. Was your experience working with this agency successful?
- 3. Have you seen at least one very successful project developed by this organization/agency?
- 4. Do you think they are doing a good job in Madera?

Name	Title	Company/Agency	Phone	Email Address

CDBG 2022/2023 Applicant Scoring Rubric

Criteria	Points	Committee Member Ranking
A. Ability to Address Community Need or Priority	20	
B. Ability to Address a National Objective with Measurable Outcomes and Meets a Priority Need	30	
C. Schedule	10	
D. Ability to Locate Other Funds	5	
E. Public Input Received	10	
F. Work Plan and Capacity	15	
G. References	10	
TOTAL POINTS	100	

Attachment A

Priority Needs for the 2022/2023 Action Plan	
Top Need Areas	Target Areas
Housing Conditions	Increased supply of affordable rental housing, housing for low-income families, seniors and people living with disabilities.
Public Services	Services that assist abused, abandoned or neglected children. Mental health services and facilities. Senior services.
Economic Development	Financial assistance for low-income individuals to create or expand a business. Programs to assist with job skills development and job placement.
Public Improvements	Additional, accessible sidewalks where sidewalks do not currently exist. Improved maintenance and accessibility of existing sidewalks.

Attachment B

ELIGIBLE CDBG CENSUS TRACTS ARE: 5.02 (to the north), 6.02, 6.03, 6.04 8 AND 9 THESE ARE THE ELIGIBLE TRACTS WHERE CDBG PROGRAMS AND PROJECTS MUST OCCUR

