

Budget Overview

CDBG 2022 Funding Request:

Other federal funds committed to project (Program/Amount)		\$##,###,###.##	\$
State funds committed to project (Program/Amount)			\$
Local funds (NON-city) committed to project (Program/Amount)			\$
Private/Other funds committed to project (Program/Amount)			\$
City funds committed to the project (Program/Amount)			\$
Total Project Cost:			\$

Expected Timeframe

Proposed Start Date of Activity:

Proposed Completion Date:

Type of Project:

1.	Construction	YES / NO
2.	Rehabilitation	YES / NO
3.	Program	YES / NO
4.	Acquisition	YES / NO

Current Status

1.	In Progress	YES / NO
2.	Shovel Ready	YES / NO
3.	New Project	YES / NO
4.	Phased	YES / NO
5.	Historic Designation	YES / NO
a.	Historic Building	YES / NO
b.	Historic District	YES / NO
6.	Flood Plain Designation	YES / NO
7.	Wetland Designation	YES / NO
a.	Near Resaca	YES / NO
b.	In Wetland	YES / NO
8.	City-Owned Right of Way	YES / NO

Project Eligibility Determination

All projects must meet at least one national objective. Attached is the Matrix Code Manual

Under which national objective will your project qualify? **Choose only one:**

Benefits residents with low to moderate incomes (LMI);

Aids in the elimination of slums and blight; or

Meets community needs having a particular urgency because conditions pose an immediate threat to public health or welfare (*Use only in consultation with OSI*);

Project Beneficiaries

Disclaimer: The Community Development Block Grant (CDBG) program requires that each CDBG funded activity must either principally benefit low- and moderate-income (LMI) persons, aid in the prevention or elimination of slums or blight, or meet a community development need having a particular urgency. Most activities funded by the CDBG program are designed to benefit low- and moderate-income (LMI) persons. That benefit may take the form of housing, jobs, and services. Additionally, activities may qualify for CDBG assistance if the activity will benefit all the residents of a primarily residential area where at least 51 percent of the residents are low- and moderate-income persons, i.e. area-benefit (LMA).

Provide the number of people who will benefit below:

(Attached number of residents in Census tract/block group or specific neighborhood to be served)

For infrastructure/construction projects, list <i>Total Number of Individuals</i> and who will benefit:	
For public service projects, list <i>total number of individuals</i> who will be served:	
For economic development projects, list <i>number of businesses</i> expected to be served and <i>number of jobs expected to be created/retained</i> , if applicable	

Outline the area that will be benefit, area should be at least 51 percent of the residents are low- and moderate income persons, i.e. area- benefit (LMA)

Consideration for drawing services areas:

- Nature, size & locations of activity
- Accessibility barriers related to the physical geography, cost, language, transportation, etc.
- Availability of Comparable Services, and
- Other boundaries, such as fire districts or utility network.

Will the project benefit primarily residents described as:

- Extremely low incomes (30% of area median income [AMI] or less)
- Very low incomes (50% of AMI or less)
- Low/moderate incomes (80% of AMI or less)
- Persons of Color
- Persons with Disabilities

- Senior Citizens (Age 62 +)
- Other Underserved Constituency (describe):

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Must be completed by all applicants

Does your project affirmatively further fair housing choice? Yes / No

If yes, describe how:

Is your project in the 2015 or 2021 Choice Neighborhood area? Yes / No

If yes, describe how:

Is your project in the Neighborhood Revitalization Strategy Areas (NRSA)? Yes No

If yes, describe how:

Does your project meet any of the City Of Brownsville's Master Plans, Studies, or Strategic Plan?

Yes No

If yes, describe how:

Is your project listed in your department's current or upcoming Work Plan?

Yes No

If yes, describe how:

Under which City of Brownsville Commission Pillar does your project fall under?

| Economic Development | Planning, Zoning & Development | Infrastructure |
| Public Safety | Quality of Life | Governance |

1. Project Narrative

Must be completed by all applicants

Describe the project concisely and completely. You should answer the question: *How will this project improve the lives of people with low/moderate incomes?*

Please address:

- The need for the project:
- The benefit to low-income residents:
- A description of the project service area:
- The activities to be undertaken, including the scope of work and timeframe
- The outcome(s) to be achieved:

Please submit as a separate Word document. Thorough and complete answers are requested to best rate this intended CDBG project. Attach additional sheets as necessary.

2. Project Budget

Must be submitted by all applicants

On an attached sheet, provide a budget detail (created by applicant).

- For projects where applicable, provide an itemized signed cost estimate from a qualified professional showing all costs. Costs must be reasonable, eligible and allocable.
- If CDBG funds will support a portion of the total cost, describe which costs CDBG will support.
- For all force account or staffing costs, provide an itemization of costs by employee.
- Complete and sign attached Project Budget exhibit.

3. Scope of Work, Project Photos and Location

Must be submitted by all applicants

Provide a project description that captures the maximum anticipated scope of the proposal. It should include all contemplated actions which logically are, either geographically or functionally, a composite part of the

project, regardless of the source of funding. Describe all physical aspects of the project, such as plans for multiple phases of development, size and number of buildings, and activities to be undertaken. Include details of the physical impacts of the project, including whether there will be ground disturbance. If applicable, indicate whether the project site will require acquisition or if the sponsor already has ownership.

- Submit materials showing the project's scope and location.
- Submit at least one (1) but no more than eight (8) digital photo(s) of the project site.
- Submit a FEMA Firm Panel map with the project area clearly marked.
- Submit a census block group map with the project area clearly marked.
- List the census tract _____ and block group(s) _____ in which the project will occur
- List the percentage of low/moderate income residents in this block group: _____%

4. Labor Standards

Construction Projects Only

All construction projects above \$2,000 that are funded in whole or in part with CDBG funds are subject to Davis-Bacon Federal Wage Rates. PA Prevailing Wages Rates are, therefore, superseded. Three exceptions are not subject to federal wage rates: Projects that use force account (municipality's own or another municipality's workforce); demolition projects; and housing projects under a certain threshold.

Please check one:

- The project will go out to bid _____, subject to Davis-Bacon
- The project will be done by force account, or involves demolition or housing rehabilitation
- The project will not include construction.

Labor Standards Manager:

5. Procurement

Must be completed by all applicants in accordance with Regulation 2 CFR 200.319

All projects must meet federal (as well as local) procurement guidelines when purchasing services, supplies, materials, or equipment. For engineering and other professional services, this means that CDBG funds may be used to pay these services ONLY if they will be procured competitively, separately from the process of selecting municipal services.

- The project requires engineering or other professional services, but we will NOT request CDBG reimbursement for these costs. *(Check if you are a municipality using municipal engineer)*
- The project requires engineering or other professional services, and we intend to meet competitive procurement requirements and request CDBG reimbursement for these costs.
- The project does not require engineering or other professional services.

6. Environmental Review

All CDBG-funded projects are subject to an environmental review, which must be completed by OSI before funds may be committed. Issues requiring remediation would need to be completed, at the subrecipients' expense, prior to the start of any project. Therefore, knowledge of any possible issues should be disclosed at this time. *Please check any that may apply to the proposed project, and describe these or any additional issues.*

Project involves alteration, construction, or demolition of any building more than 50 years old.

Describe:

- Project location is in a possible historic district
- Project is close to highways or commercial enterprises storing hazardous materials
- Endangered species have been identified in a nearby area
- The project is in a 100-or 500-year floodplain

Describe any potential environmental issues:

7. Permits

If applicable only.

List any permits that have been obtained or are anticipated to be needed for this project, including the status of current permit applications. Also include the time it takes for the permits to be issued.

Please add a list

8. Federal Regulations

- Complete Federal Regulations- CDBG Form

9. Conflict of Interest & Policies and Procedures

- Must complete Conflict of Interest- CDGB Form
- Must complete Policies and Procedures- CDBG Form

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Certifications and Official Authorization

I, _____, hereby certify that all parts of this application and all required attached documents are accurate to the best of my knowledge. I also certify that:

I have read this Application and Application Guide in its entirety.

I am authorized by the municipality or organization identified within to submit this application.

If selected to receive Community Development Block Grant funds, the project will be operated in accordance with all applicable laws and regulations, including the CDBG Entitlement Grant Regulations at 24 CFR Part 570, Civil Rights Acts, the Fair Housing Act and the Americans with Disabilities Act.

No laws of the jurisdiction or policies of my agency, as applicable, purport to require or permit any action that would be a discriminatory housing practice as contained within the Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C.A. §§ 3601-3631).

I have read and understand the City of Brownsville Analysis of Impediments to Fair Housing Choice.

The proposed project will not result in temporary or permanent displacement of any family, individual, business, non-profit organization or farm, or any of their personal property.

Special assessments to recover capital costs of the proposed activity, either the CDBG funded or non-CDBG portion of costs, will not be made against properties owned and occupied by low and moderate-income persons.

I understand that by submitting this application that our municipality or organization agrees to reimburse the City of Brownsville for any expenditures paid that are found to be ineligible under CDBG program guidelines.

Name of Department Director

Title

Signature of Department Director

Date

*Submit complete City of Brownsville 2022-2023 CDBG Application to the Office of Strategic Initiatives by **5:00pm, Friday, April 29th, 2022**. Please submit the completed application via*

email to the following three email addresses: efren.trujillo@brownsvilletx.gov, nalleli.trejo@brownsvilletx.gov, & armando.rangell@brownsvilletx.gov.