



Funding Announcement:

Community Development
Block Grant (CDBG)
Funding of Public Service
Organizations

Program Year 2017

APPLICATION FOR CDBG FUNDING

As part of the U.S. Department of Housing and Urban Development's Community Development Block Grant Program

1. City of New Braunfels is requesting proposals from nonprofits and other eligible entities for participation in the Community Development Block Grant (CDBG) Program for the period October 1, 2017 through September 30, 2018. The City anticipates receiving from the U.S. Department of Housing & Urban Development (HUD) approximately \$379,104 to be used for a wide range of activities including, but not limited to, public services, public facilities, infrastructure improvements and minor home repair programs. CDBG funds will be allocated according to federal regulations with 15% (approximately \$56,866) being set aside for public services funding; 20% (approximately \$75,820) for the City's program administration costs; and approximately \$246,418 for other eligible projects. Eligible projects must be within the city limits of New Braunfels or provide services to New Braunfels residents.
2. Activities must meet one of the three HUD National Objectives:
 - a. Benefit low to moderate income persons
 - b. Aid in the prevention of slums and blight, or
 - c. Meet other urgent community need such as disaster relief.
3. A completed original application with attachments listed below and 10 copies without attachments are due to the **Finance Department at 550 Landa Street by Wednesday, March 22, 2017 by 4:00 PM local time.** In addition, one electronic version of the application shall be included in Adobe Acrobat format written to a single CD-ROM or flash drive. The electronic version of the application shall be an exact copy of the original hard copy application.
 - a. 501(c)(3) Non-profit Certification;
 - b. Liability Insurance;
 - c. Board of Directors' list;
 - d. Organizational chart;
 - e. Agency budget by program/activity;
 - f. Most recent audit (or financial statement);
 - g. If expended \$500,000 or more in federal funds (all sources) last year, a Single Audit Act audit; and
 - h. HUD certifications (attached in this application).
4. This 2017 Application form must be used. All questions and comments may be sent to Michele Valadez at (830)221-4081 or MValadez@nbtexas.org. In addition, a **mandatory** pre-application workshop will be held **Wednesday, March 8, 2017 from 2:00 PM to 4:00 PM** at City Hall located at 550 Landa Street, New Braunfels, TX 78130. **Applications from agencies that do not attend the workshop will be ineligible for funding.**
5. Period of Performance: Grant awards will be dependent upon receipt of PY 2017 funding from the U.S. Department of HUD and will be made effective October 1, 2017 through September 30, 2018.

6. **Public Facility & Infrastructure Projects:** Any non-residential construction, rehabilitation, renovation requested in excess of \$2,000 must adhere to labor standards in compliance with the requirements imposed by the Equal Employment Opportunity Act, Davis-Bacon Act, Section 3 (contracting with or employing low-income) and related federal legislation. All construction, rehabilitation and renovation projects must pass all applicable environmental reviews.
7. The tentative schedule for this Request for Applications is subject to change and is as follows:

REQUEST FOR APPLICATION SCHEDULE	
ACTIVITY	DATE
Newspaper Advertisement Date	February 16, 2017
Applications Available On-Line at City Website	February 20, 2017
**Mandatory Pre-Application Workshop	March 8, 2017 from 2:00 PM – 4:00 PM New Braunfels City Hall – Tejas Room
Application Submission Deadline	March 22, 2017 @ 4:00 PM
Community Development Advisory Committee (meeting to review applications)	April 5, 2016 @ 6:00 PM at New Braunfels City Hall – Tejas Room
Agency Presentations to Community Development Advisory Committee	May 3, 2017 @ 6:00 PM at New Braunfels City Hall – Tejas Room
City Council Approval	July 24, 2017
Contract Negotiations	August – September 2017
Contract Signing	September 2017
CDBG Funds Available	October 1, 2017