

Raymond J. Rose

Chair, Housing &amp; Community Development Commission



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TO: Local governments, public agencies, public housing authorities, nonprofit and for-profit organizations

FROM: Raymond J. Rose, Chair  
Housing & Community Development Commission (HCDC)

RE: Simplified Application for Pre-2015 Community Development Block Grant Funds (CDBG)

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During the recent approval by the U.S. Department of Housing and Urban Development (HUD) of the Lake County 2016 Annual Action Plan, HUD identified **\$466,241.57** of Lake County Community Development Block Grant (CDBG) funds available and unspent from prior years. These funds must be spent on CDBG-eligible projects **by April 30, 2018**. **Applications are due no later than July 22, 2016** to be electronically submitted to [communitydevelopment@lakecountyil.gov](mailto:communitydevelopment@lakecountyil.gov).

CDBG funds can be used for housing and public improvements, which includes public facilities (senior centers, homeless facilities, youth centers, neighborhood facilities, recreational facilities, child care centers, health facilities, abused and neglected children facilities) and infrastructure. Review of 2010-2014 performance indicates that CDBG from this timeframe was invested primarily in public infrastructure, leaving goals for housing and other needs unmet.

The HCDC is seeking CDBG project applications for the following needs identified but unmet in the years prior to 2015 from which these unspent funds originated:

1. Housing<sup>1</sup> Rehabilitation, including:
  - a. Owner-occupied rehab
  - b. Preservation of existing affordable rental properties
  - c. Acquisition/rehab for rental and/or housing services
  - d. Acquisition/rehab/resale
  - e. Rehabilitating common areas of any multifamily residence to remove material and architectural barriers that restrict the mobility and accessibility of elderly or severely disabled persons
2. Permanent Supportive Housing: Develop 40 or more units of permanent supportive housing, 25 of which will be reserved for the chronically homeless.
3. Site Prep for New Housing<sup>1</sup> Construction, including acquiring, clearing or improving a site to be principally used for housing.
4. Behavioral Health needs:<sup>2</sup> An increased number of homeless persons with mental illness will have their housing and health care needs met.

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<sup>1</sup> Funding preference will be given for proposed new housing construction projects that are located in areas with demonstrated need for affordable housing for low and moderate-income households, located in close proximity to public transit (allowing easier access to available jobs), incorporating environmental sustainability practices through energy efficiency improvements that will reduce long-term operating costs, and provide housing for larger families.

<sup>2</sup> Site acquisition and/or capital improvements/rehabilitation only.

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There is no standardized application form. In your request for funds, please answer and/or provide the following:

1. Describe in detail the activity for which you are requesting funds. Please include detailed location information, where available, and photos and maps where applicable.
2. Why is this project needed today?
3. Who will be served by this project?
4. Why are CDBG funds needed for this project? What other funding sources have been solicited?
5. Any construction contract over \$2,000 will be subject to federal Davis Bacon prevailing wage and Section 3 requirements. How do you plan to meet these requirements?
6. Please indicate how this project will be completed by April 30, 2018, including a proposed schedule for this project.
7. Please attach proposed budget (sources & uses) for this project. Leverage is helpful but not required.
8. If you are a non-profit agency, please attach:
  - Agency Audit (most recently completed).
  - Certification of non-profit status (copy of IRS letter).
  - Articles of Incorporation.
  - Copy/summary of non-discrimination policy covering recruitment/placement of staff, volunteers and clients. If the organization does practice discrimination in any of the above, please explain.
  - Organization Chart, limited to program impacted by this project.
  - Proof of registration at [www.sams.gov](http://www.sams.gov)
9. Please explain the extent to which your proposed activity will serve residents *at or below* the following CDBG-Eligible income level (based on household size):

Income Limits								
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
80% of Median	\$43,050	\$49,200	\$55,350	\$61,500	\$66,450	\$71,350	\$76,300	\$81,200