



Funding Announcement:

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

Program Year 2019

January 2019

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, 2019 through September 30, 2020. The City anticipates receiving from the U.S. Department of Housing & Urban Development (HUD) approximately \$378,454 (based on current year funding) 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 \$56,768) being set aside for public services funding; 20% (approximately \$75,691) for the City's program administration costs; and approximately \$245,995 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 the attachments listed below, and 10 copies without attachments, are due to the **City Secretary's Office, ATTN: Jennifer Gates, at 550 Landa Street by Tuesday, February 19, 2019 by 4:00 PM local time.** In addition, one electronic version of the entire original application, including all attachments, shall be saved in Adobe Acrobat format on a single USB device. ***Late applications will not be accepted.***
 - 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. The PY19 Application form must be used. All questions and comments may be sent to Paula Harper at paula.cstx@gmail.com or 979-342-7402. In addition, a pre-application workshop will be held Tuesday, January 22, 2019 from 1:30 PM to 3:30 PM at City Hall – Tejas Room, 550 Landa Street, New Braunfels, TX 78130.
5. Grant awards will be dependent upon receipt of PY 2019 funding from the U.S. Department of HUD and will be made effective October 1, 2019 through September 30, 2020.
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. All construction, rehabilitation and renovation projects must pass all City ordinances and permitting requirements.

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	January 8, 2019
Applications Available	January 22, 2019
Pre-Application Workshop	January 22, 2019 from 1:30 PM - 3:30 PM New Braunfels City Hall – Tejas Room
Application Submission Deadline	February 19, 2019 no later than 4:00 PM
Community Development Advisory Committee meeting to review applications	March 6, 2019 @ 6:00 PM New Braunfels City Hall – Tejas Room
Agency Presentations to Community Development Advisory Committee	March 20, 2019 @ 6:00 PM New Braunfels City Hall – Tejas Room
Application Ranking and Funding Recommendations by CDAC	April 3, 2019 @ 6:00 PM New Braunfels City Hall – Tejas Room
Public Hearing & Annual Action Plan Presentation to City Council including CDAC Funding Recommendations	June 24, 2019 @ 6:00 PM New Braunfels City Hall – City Council Chambers
City Council Approval of Annual Action Plan and Subrecipient Grant Amounts	July 22, 2019 @ 6:00 PM New Braunfels City Hall – City Council Chambers
Contract Negotiations	August - September 2019
Contract Signing	September - October 2019
CDBG Funds Available	October 1, 2019