



CITY OF STOCKTON

**APPLICATION FOR FUNDING FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
AND
EMERGENCY SOLUTIONS GRANT (ESG)
FOR FISCAL YEAR 2019-20**

Deadline for Submitting Applications:
5:00 PM, Friday, January 11, 2019

Hand deliver or mail to:
**City of Stockton – Economic Development,
Housing Division
400 E. Main Street, 4th Floor
Stockton, CA 95202**

Hand delivery suggested.

Faxed copies will not be accepted. Proposals received after deadline, regardless of postmark date, will not be accepted. Applications submitted without the required attachments will not be accepted.

For information on program regulations, visit www.hud.gov

For more information, contact Housing staff at (209)937-8539.



Application for Funding:
Fiscal Year 2019-2020
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
AND
EMERGENCY SOLUTIONS GRANT (ESG)
PROGRAMS

Project Category: (check one)	CDBG	ESG
	<input type="checkbox"/> Public Facility (property acquisition, new construction, rehabilitation of a facility where a public service or program will be located) <input type="checkbox"/> Public Service (operational costs of a service or program) <input type="checkbox"/> Economic Development (job creation / job retention)	<input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Homelessness Prevention and/or Rapid Re-Housing
City Staff Use Only		
Eligibility Code Section _____		Staff Signature _____
Nat'l Objective _____		Mgr. Signature _____

Contact Information

Organization Name:			
Mailing Address:	Street		City
			Zip
Project/Program Location:	Street		City
			Zip
Executive Director:	Name	Email	Phone
Contact Person:	Name	Email	Phone
Website:			
DUNS#	EIN#	Business License#	
Type of Agency:	<input type="checkbox"/> 501(c)(3)	<input type="checkbox"/> Gov't/Public	<input type="checkbox"/> Faith-Based <input type="checkbox"/> Other
Number of paid staff:			Number of volunteers:

Funding Request

Funding requested in this application:		Other funds already secured for the project:	
Total cost to complete project:		Other funds not yet secured:	

5. The City's funding is intended to benefit residents of the City of Stockton. **Briefly** define your entire service area. (e.g., a portion of the city, entire city, county)

6. Using the chart provided, please list **all** CDBG and ESG funds received within the last 3 years including funding amount and their status.

Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (complete, underway, or canceled)

7. Lists all committed and proposed funding sources for your proposed project, and indicate the status of each source. Attach copies of any commitment letters you may have.

8. If the City approves your application for less than the amount requested, how will your project be accomplished? (**Briefly** explain.)

13. Indicate the percentage of clients to be served in FY **2019-2020** by income level (refer to the chart in instructions). Note: you may also be required to track clients by race, ethnicity, gender, age, and head of household.

Very Low Income (<50% Median)	Low Income (51%-80% Median)

14. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

15. Describe the outreach and service delivery methods used to reach your target population.

16. List the average number of **unduplicated** clients served daily, the total **unduplicated** number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2019-2020.

Reporting Year	Average # of Clients Served Daily	Total unduplicated # of Clients Served Annually	Percentage of Clients Served residing in Stockton City Limits
2018-2019 (Projected - If currently providing this service)			
2019-2020 (Anticipated)			

17. **For ESG only.** Number of Beds:

18. **(a) For Public Facility activities only.** Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

(b) Date and type of land use approval, if required?

(c) When will construction start and end? (Provide a timeline with all critical milestones.)

(d) Is this project a multi-phased activity? Yes No

19. **For Public Service and Economic Development activities only.** Is this a new program/service or an expansion of an existing program/service? Explain.

20. **For Economic Development activities only.** Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-time Jobs	Total Jobs Full-time & Low-income	Total Part-time Jobs	Percent of Part-time Jobs that will be Low-income
Expect to Create				
Expect to Retain				

AUTHORIZED SIGNATORY

Required for all activities.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Signature

Date

Name and Title (Please Print)

I hereby certify that the Board of Directors has approved the submission of this application:

Board President Signature

Date

Name (Please Print)

PLEASE RETURN ONE (1) ORIGINAL UNBOUND APPLICATION WITH ATTACHMENTS AND TWO (2) COPIES ALONG WITH THE REQUIRED ATTACHMENTS

City of Stockton
Application Submittal Checklist

Submit the following items with each application and enter an “X” or “N/A” next to each item below as you complete it. Incomplete applications will not be considered for funding.

- Application for Funding**
- Application Submittal Checklist**
- Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs.
- Organization Operational Budgets** – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2019-2020 fiscal year.
- Organization Financial Statements** – Please submit one of the following:
 - For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
 - For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.
- Tax Status** – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:
 - A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization; or
 - A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.
- Board of Directors Roster** – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.
- Business License Number** – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.
- Use Permit/State License** (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement** (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Optional Documents** – no more than two (2) 8.5”x11” pages of exhibits that you may use to supplement your application materials, including photos, charts, drawings, or anything else you consider suitable within the two-page limit.