

CITY OF EAST PROVIDENCE

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM REQUEST FOR PROPOSALS

2016 - 2017

The City of East Providence is currently soliciting proposals for the use of **\$713,042 of 2016-2017 Community Development Block Grant funds**. These funds will be available for programming during the fiscal year **July 1, 2016 - June 30, 2017**. Funding categories include economic development, public facilities, affordable housing, and public services.

All are encouraged to participate in determining how these funds are spent over the next year and the goals for the next 5 years. Applications and technical assistance are available by calling David Bachrach at 401.435.7536, mailing a request to: Community Development Division, 145 Taunton Avenue, East Providence, RI 02914, or e-mailing dbachrach@cityofeastprov.com.

All proposals must be submitted on the 2016 - 2017 Application for Funding Form as a Word document, no later than the **Application Deadline of April 8, 2016 by 4:00 p.m.** The submitted proposals will be scored according to this RFP and recommendations for funding will be presented at a **Public Hearing during a City Council meeting on April 19, 2016**. Those that submitted a proposal are invited to make a brief presentation of their proposal during this hearing.

The Public Hearing starts a **comment period, from April 20, 2016 through May 23, 2016 at 4:00 p.m.** Written comments regarding the presented funding plan should be directed to David Bachrach, Community Development Division using the contact information above. All comments must be received by the last day of the comment period to be reviewed and considered. A copy of all comments will be included in the 1 year funding plan to be submitted to the U.S. Department of Housing and Urban Development by May 25, 2016.

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION FOR FUNDING
2016-2017**

ALL APPLICATIONS DUE April 8, 2016

INSTRUCTIONS: This application requests the minimum amount of information necessary for the determination of funding. Additional information should be included only as necessary. Where specific questions do not apply to your proposal, please print "Not Applicable". Please refer to attached Evaluation Criteria for scoring priority.

SPONSORING AGENCY: _____

ADDRESS: _____

PERSON RUNNING THE PROGRAM: _____

TELEPHONE: _____ **E-Mail** _____

PROGRAM TITLE: _____

AMOUNT REQUESTED: _____

THRESHOLD QUESTIONS

Proposed projects must meet both of the requirements below and be consistent with the Five Year Consolidated Plan or will be designated as not eligible for funding:

1. At least 70% of the total CDBG request must benefit low and moderate-income families / households directly. Eligible income of beneficiaries must be documented either on an individual or an area wide basis. A project that is located in, or provides service to a HUD-defined low and moderate-income area that benefits that neighborhood generally is considered meeting the low & moderate income requirement. A location map and income limits are attached.
2. Projects must be consistent with, and further one of the goals of the Five Year Consolidated Plan. A Summary is attached. The 2015-2020 Consolidated Plan is available at the Planning Department at City Hall, 145 Taunton Avenue, Room 201.

CONSISTENCY WITH FIVE YEAR CONSOLIDATED PLAN

- a. Which goal in the Consolidated Plan does the project help address?
- b. What bench marks and timeline will be used to measure the impact and effectiveness the Project has toward reaching the Consolidated Plan's goal?

SCORED QUESTIONS

Please note the following questions are rated and scored. Please refer to the attached APPLICATION RANKING sheet.

1. STATEMENT OF NEED.

- a. What problems or needs will this program address? If possible, state needs in numerical terms and/or as compared with other areas.
- b. Provide demographic details of who will be served by the program? What income range are the persons served? What race, family type, sex, age, etc. of the people you will benefit?

2. ADDRESSING THE NEED

- a. How will your program address the needs identified above?
- b. To what extent (in numerical terms) will it address them?

3. PROGRAM DESCRIPTION

- a. **Outputs:** What are the direct products of the program's activities, such as number of low-income households or persons served, number of loan application processed, number of units constructed or rehabilitated, linear feet of curbs and cutters installed, or numbers of jobs created or retained? What will the proposed program do? What bench marks will be used?
- b. **Outcomes:** What larger community impact or issue will be addressed? Outcomes typically relate to a change in conditions, status, attitudes, skills, knowledge, or behavior. Common outcomes could include improved quality of life for program participants, improved quality of local housing stock, or revitalization of a neighborhood. When possible, provide this in numerical terms such as lowering the rate of domestic violence occurrences.
- c. **Duration:** Will the benefits of this activity last beyond its program activity?

4. PROGRAM DETAILS

- a. **Service Provision:** Itemize activities needed in providing the service
- b. **Outreach:** How are your services directed to potential beneficiaries in an accessible manner with consideration for language and cultural issues?

- c. **Access:** Where is the project located and what is the targeted service area of the project? Is it provided within the City of East Providence?
- d. **Management:** Provide a clear chain of responsibilities including cohesive key staff
- e. **Other Service Providers:** Describe how your program fits in with other area service providers? Who else provides this service, who refers to your agency, and who do you refer to?

5. HOW WILL THIS PROJECT BE FUNDED IN THE FUTURE?

- One time only project
- CDBG funds will be used as seed money
- Will probably apply for CDBG funds annually
- CDBG funds will be used for leveraging other funding

6. PROGRAM BUDGET

a. Please indicate the total cost of your proposed project broken down into CDBG Funding and Other Funding. For Other Funding, please attach a detailed itemized budget.

LIST EXPENSE CATEGORY	CDBG REQUEST	OTHER FUNDS	TOTAL
TOTAL			

2016 - 2017

COMMUNITY DEVELOPMENT PROPOSAL SUMMARY

THIS SHOULD BE AS CONCISE AS POSSIBLE. IT WILL BE USED AT PUBLIC HEARINGS AND OTHER TIMES FOR QUICK REFERENCE.

AGENCY:

ADDRESS:

CONTACT:

EMAIL:

AMOUNT REQUESTED:

PROGRAM TITLE:

OBJECTIVES/NEEDS:

WHO IS SERVED/PROPOSED # OF BENEFICIARIES?

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
2016-2017
PROGRAM INFORMATION

The Community Development Act's Objectives: The development of viable urban communities, including decent housing and suitable living environment, and expanding economic opportunity, principally for persons of low and moderate income.

The high priorities for funding this year are activities that make a direct connection between increased economic opportunities and affordable housing opportunities for East Providence. High priority groups for targeting CDBG resources are seniors, youth, and single headed households.

The more competitive proposals will be those that demonstrate a comprehensive approach to a targeted need. One example would be a collaboration between various agencies that together provide services that move a targeted client out of their current need in a sustainable way through housing, income opportunities, and public service network of support.

Basic Eligible Activities:

- a. **Economic Development:** Financing for business expansion or start up, energy efficiency improvements, infrastructure improvements related to the economic development activity, activities that create or retain jobs as long as 51% or more are available to low to moderate income persons.
- b. **Acquisition:** Acquisition by purchase, long-term lease, donation or otherwise, in whole or in part, of real property for any public purpose.
- c. **Public Facilities and Improvements:** Acquisition, construction, rehabilitation or installation of public facilities and improvements carried out by the City or other public, private or non-profit entities. Some examples are shelters for the homeless, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community, senior and health centers, parking, streets, curbs, sidewalks, parks and playgrounds.
- d. **Clearance Activities:** Clearance, demolition, removal of buildings and improvements, including movement of structures to other sites.
- e. **Public Services:** Directed towards improving the community's public services and facilities, including those concerned with employment, crime prevention, child care, health, drug abuse counseling and treatment, education, energy conservation, welfare or recreational needs, job training, public safety services, and senior services.
- f. **Removal of Architectural Barriers:** Special projects to remove material and architectural barriers restricting the mobility and accessibility of elderly or disabled

persons to publicly owned and privately owned buildings, facilities and improvements. Some examples are ramps, curb cuts, wider doorways, and elevators.

- g. Rehabilitation Activities:** Finance the rehabilitation of any publicly or privately owned property. Some examples are: assistance to private individuals and entities, including profit and non-profit organizations, to acquire for purpose of rehabilitation and to rehabilitate properties for use or resale for residential properties;

Improvements, renovations or repair; replacement of principal fixtures and components; increasing efficient use of energy such as installation of storm windows and doors, siding, insulation and heating and cooling equipment;
Rehabilitation services such as rehab counseling, tool bank, energy auditing, preparation of work specifications;

- h. Planning and Capacity Building:** Studies, analyses, data gathering and preparation of plan. Some examples are individual project plans, community development plan small area and neighborhood plans, environmental and historic preservation studies.

Community Development Consolidated Plan Summary
Strategic Plan Goals
2015 - 2020

All CDBG funded programs must be consistent with, and contributing to the achievement of the following goals in order to be considered for funding.

I. Housing Strategic Plan Objectives & Outcomes

Objective One: Maintain and preserve the existing housing stock, including subsidized developments so that it provides accessible, sustainable, decent, safe and affordable housing choices to its citizens.

Outcome: Housing stock is stabilized and available for households with a variety of incomes and housing needs

Objective Two: Increase the supply of affordable housing and housing types through infill development and development opportunities in the Waterfront District for low to moderate income households in the City

Outcome: Households in need of affordable units have access to new housing opportunities

Objective Three: Increase rental housing opportunities for lower income families in the City

Outcome: Households whose income preclude them from ownership have access to affordable rental units to meet their needs

Objective Four: Provide homeownership opportunities in the City for first time buyers

Outcome: Young families will have home ownership opportunities through accessing subsidized financing to buy starter homes

Objective Five: Provide Landlords of smaller multi-family properties with support maintaining, and incentives for converting to affordable housing

Outcome: More affordable rental units will be available for small related households and landlord owned property will be stabilized and preserved

Objective Six: Ensure that there is affordable, sustainable, and accessible ageing in place housing for our increasing senior population

Outcome: More seniors will have the option to remain in their own house and have it accommodate their housing needs

Goal Seven: Provide transitional housing opportunities for homeless or those at risk of becoming homeless

Outcome: Homeless persons and families will have the opportunity to move from homelessness to permanent sustainable housing

Goal Eight: Work in collaboration with the East Providence Housing Authority to seek opportunities to further access to affordable housing choices

Outcome: Create additional subsidized affordable housing units for both families and elderly

Objective Nine: Provide Fair Housing education and information through various mediums to help prevent impediments to Fair Housing from occurring

Outcome: Prevent future impediments to fair housing from occurring

Goal Ten: Pursue regional affordable housing initiatives such as a HOME Consortium
Outcome: Provide affordable housing options in a coordinated pro-active fashion for the region

II. Public Facilities & Infrastructure Strategic Plan Goals

Objective One: Identify neighborhood level public infrastructure needs that do not have other existing public funding resources, giving priority to those that are concentrated in income eligible neighborhoods

Outcome: Infrastructure will continue to be a neighborhood asset and function to meet basic needs that it was intended for

Objective Two: Prioritize public facilities that provide community benefits and services, in particular those providing housing, health, senior, youth, or employment services

Outcome: Stabilize and grow the capacity of community service provider oriented facilities

Objective Three: Identify and prioritize revitalization needs of public facilities, including historic preservation, energy efficiency, health, safety, and technology

Outcome: Broadens the approach to addressing public facilities to include more comprehensive and modern day considerations

Objective Four: Provide assistance to remove architectural barriers to accessibility

Outcome: Broadens the participation and access to persons with a disability

Objective Five: Provide opportunities for aesthetic and artistic ornamentations as a part of public facilities improvement when feasible

Outcome: Add value and livability to a neighborhood and provide opportunity to artistic professionals

III. Public Service Strategic Plan Goals

Objective One: Support the financial, social and environmental needs of the senior population

Outcome: Help stabilize the quality of life and housing situation for the elderly

Objective Two: Provide programs for youth which allow them to reach their full potential and guide them toward appropriate social and recreational opportunities

Outcome: A sense of community will manifest itself within more youth and increase their community participation

Objective Three: Support quality, accessible and affordable medical services for all eligible residents

Outcomes: Quality of life will not be significantly disrupted by unattended health issues

Objective Four: Provide job training programs and re-training programs which graduate residents with usable skills in fields with employment opportunities

Outcome: Stabilize households with marginal income

Objective Five: Provide preventative and supportive services to meet the needs of homeless or those at risk of becoming homeless

Outcome: Transition homeless to permanent housing and stabilize household incomes that are marginal

Objective Six: Provide educational opportunities and appropriate social services to families in need of assistance

Outcome: Improve families' economic and social circumstances

IV. Economic Development Strategic Plan Objectives

Objective One: Support and create programs that facilitate the rehabilitation of commercial businesses in eligible areas

Outcomes: Add esthetic value and maintain economic activity in commercial corridors while creating jobs

Objective Two: Support and create programs that provide job training for unemployed, underemployed or unskilled persons

Outcome: Create jobs and provide new economic opportunities

Objective Three: Provide loans to businesses for job creation or services provided to an area of concentrated low to moderate income families

Outcome: Stabilize small businesses and maintain economic activity

Objective Four: Leverage additional funding sources such as Section 108 Loan Program, New Market Tax Credits, Economic Development Incentive Grants, etc.

Outcome: Provide comprehensive financing tools to leverage the implementation of community development activities

2016 – 2017 CDBG APPLICATION RANKING

The general categories under which funding is available is: Housing, Public Services, Public Works, Public Facilities, and Economic Development. Funding for the CDBG annual award of \$713,042 will be based on the priorities of the Five Year Consolidated Plan 2015-2020. The top ranked proposals in each category will be considered for funding.

1. STATEMENT OF NEED

Up to 25 points

- 10 points - Need is shown as having a significant negative impact to basic quality of life issues
- 10 points - Program targets a sub-population with higher needs than general population and provide demographic information on intended beneficiaries
- 5 points - Up to date data documented from a reliable statistical source

2. ADDRESSING THE NEED

Up to 20 Points

- 5 points - If specific data or documentation is provided from a reliable source or study that supports the stated results of the activity
- 5 points - If specific data or documentation is provided from a reliable source or study that supports the activity's approach
- 5 points - Impact documented need by over 5%
- 5 points - New or innovative approach to addressing need

3. PROGRAM DESCRIPTION

Up to 20 points

- 5 points - Clear time table with bench marks for specific outputs
- 10 points - Outcomes have a significant community impact and are based on data from past experience or other supporting documentation
- 5 points - Program benefit lasts beyond program delivery

4. PROGRAM DETAILS

Up to 10 points

- 2 points - A clear narration describing the supporting activities needed to provide the service or benefit

2 points - Outreach is directed to potential beneficiaries in an accessible manner with consideration for language and cultural issues

2 points - Service delivery is accessible and provided within City of East Providence

2 points - Clear chain of responsibilities including cohesive key staff

2 points – Program is well networked and collaborates with other community providers

5. FUTURE FUNDING

Up to 15 points

10 points - CDBG funds used as SEED funding with documented financial sustainability

5 points - CDBG funds will leverage documented additional funds

6. ESTIMATED BUDGET

Up to 10 points

6 points - Budget accounts for all costs associated with program activity

4 points - CDBG funds represent less than 25% of total project budget

2 points - CDBG funds represent less than 50% of total project budget

Income Limits

Low & Moderate Income is determined based on family size and gross annual income. All families with incomes at or below 80% are eligible as CDBG beneficiaries.

INCOME LIMITS FOR EAST PROVIDENCE, R.I.

FY 2015 Median Income Limits			
# Persons in Family	30%	50%	80%
1 Person	15,650	26,050	41,650
2 Persons	17,850	29,800	47,600
3 Persons	20,100	33,500	53,550
4 Persons	24,250	37,200	59,500
5 Persons	28,410	40,200	64,300
6 Persons	32,570	43,200	69,050
7 Persons	36,730	46,150	73,800
8 Persons	40,890	49,150	78,550

**PROPOSED SCHEDULE FOR PREPARATION OF THE 2016 - 2017
COMMUNITY DEVELOPMENT ACTION PLAN**

March 3	EP Post ad for Request for Proposals and Citizen input during Public Hearing at City Council meeting
March 15	Public Hearing for Citizen input during City Council meeting
April 8	Request for Proposals due
April 19	Public Hearing at City Council for proposed program funding
April 20	Comment period starts
May 23	Comment period ends*
May 25	Action Plan submitted to HUD

*If no significant changes were made during the most recent comment period, then the Community Development Coordinator submits the complete Action Plan based on the City Council approved CDBG 2016 -2017 budgeted programming and submits it to HUD for their approval.