



COUNTY OF SUMMIT
THE HIGH POINT OF OHIO
RUSSELL M. PRY, EXECUTIVE

COUNTY OF SUMMIT

DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

2011 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PRE-APPLICATION

Thank you for your interest in the Community Development Block Grant (CDBG) Program. CDBG is a federally funded program offered through the U.S. Department of Housing and Urban Development (HUD). This CDBG sub-grant program is administered by the County of Summit, Department of Community & Economic Development.

In an attempt to reduce the administrative burden of preparing the full CDBG grant application, the County of Summit is offering eligible communities and non-profit agencies the option of submitting this abbreviated pre-application form. If the project is eligible, the County of Summit will notify the applicant and request the subsequent submission of the full application. If the project is ineligible, the County of Summit will notify the applicant. **A separate pre-application should be completed for each proposed project.**

Eligible Uses for CDBG funds:

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. The overarching goal of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; [42 U.S.C.-5301](#) et seq. Funding provided for eligible CDBG projects is to be used to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Eligible Activities:

The County of Summit will accept applications for activities which include, but are not limited to:

- acquisition of real property;
- relocation and demolition;
- rehabilitation of residential and non-residential structures;
- construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes;
- public services, within certain limits;
- activities relating to energy conservation and renewable energy resources; and,
- provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities.

CDBG funds must be used for activities that benefit low/mod income individuals or, in the case of infrastructure or public improvements, in low/mod census tracts. If CDBG funds are used for economic development, there are requirements for job creation and/or retention of jobs for low/mod individuals.

Ineligible Activities

Generally, the following types of activities are ineligible:

- acquisition, construction, or reconstruction of buildings for the general conduct of government;
- political activities;
- certain income payments; and
- construction of new housing by units of general local government.

Additional Information

The County of Summit encourages applicants to look for ways to leverage CDBG funds. Preference will be given to projects that are funded in part with other federal or nonfederal funds.

Pre-Applications must be submitted via certified mail, or hand delivered. to:

County of Summit
Department of Community and Economic Development
175 S. Main St.
Room 207
Akron, Oh 44308
Attn: Kathleen Petsko, Grant Program Analyst

**** PRE-APPLICATION DEADLINE IS JUNE 2, 2010 BY 4:00 P.M.****

Facsimiles will not be accepted

Late applications will not be accepted

Please provide original application and four (4) copies. All applications should be unbound.

If you have any questions concerning this application, please contact:

Kathleen Petsko
Grant Program Analyst
330-643-2566

3. PROJECT DESCRIPTION

Which of the following steps has the community or nonprofit organization completed for this project:

- Project Concept
- Feasibility Concept
- Preliminary Design and Cost Estimates
- Identification of Funding Sources

Other major steps completed:

3. BUDGET INFORMATION

Project Budget

This is a short summary of project costs. Detailed project costs will be required in the full CDBG application.

Project Budget

Item (if not Applicable, put NA under cost)	Estimated Cost
Engineering	\$ _____
Legal	\$ _____
Materials	\$ _____
Labor	\$ _____
Administrative Costs	\$ _____
Other – Identify:	\$ _____
Other – Identify:	\$ _____
Other – Identify:	\$ _____
Grant Request	\$ _____
Other Funds Available for Project*	\$ _____
TOTAL ESTIMATED PROJECT COST	\$ _____

*Identify other funding sources:

4. PROJECT TIMELINE

Project Timeline

Projects should begin after January 1, 2011 and may not begin before grant award. Projects must be completed by December 31, 2011. Please give an estimated timeline for major project milestones in the table below:

Project Timeline

Milestone	Begin Date	End Date

5. GENERAL REQUIREMENTS

1. CDBG funds are provided on a reimbursement basis. Please complete the information below regarding the person responsible for submitting the community or nonprofit organization's request for reimbursement:

Name: _____
Title: _____
Phone: _____ Fax: _____
Email: _____

2. **Financial Accountability.** Provide a notarized statement by your Chief Financial Officer or Certified Public Accountant to confirm that your community or organization conforms to the financial accountability standards of 24 CFR 84.21 and also conforms to:
 - OMB Circular A-87 (Government)
 - OMB Circular A-122 (Nonprofit Organization)
 - OMB Circular A-133 for auditing purposes
3. **Documentation of Nonprofit Status:** If applicant is a nonprofit organization, then proof must be submitted that the federal government recognizes the organization's nonprofit status.