

**Application for Funding
2009 Florida Small Cities Community Development Block Grant (CDBG)**

**SUMTER COUNTY FLORIDA
NEIGHBORHOOD REVITALIZATION CATEGORY
Federal Fiscal Year 2009
Application Due Date: July 22, 2010**

Department of Community Affairs
Division of Housing and Community Development
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100
Telephone 850/487-3644
Fax 850/922-5609
<http://www.floridacommunitydevelopment.org/cdbg/index.cfm>

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Part I – General Information

Introduction

In 1974, Congress passed the Housing and Community Development Act, Title I, and created the Community Development Block Grant (CDBG) program. The CDBG program, funded by the U.S. Department of Housing and Urban Development (HUD) consists of an *entitlement program* that provides funds to urban areas and a *non-entitlement program* that provides funds to rural communities.

In 1981, the act was amended to allow states to administer the Small Cities Program on behalf of small, rural local governments. Since then, Florida's Small Cities CDBG Program has been administered by the Florida Department of Community Affairs (Department).

Overall, at least 70% of the state's funding must benefit low- and moderate-income persons. Activities undertaken with CDBG funds must meet one of the following national objectives and each annual action plan developed by DCA will identify which national objective(s) will be funded from the annual federal allocation:

- Benefit low and moderate income persons
- Aid in the prevention or elimination of slum or blight
- Meet urgent community development needs

Cities with a population under 50,000, and counties with a population under 200,000, that are not participants in an urban entitlement program, are eligible to participate in the Florida Small Cities CDBG Program. A list of eligible communities is posted to the Department's website annually. Categories of funding include:

- Commercial Revitalization (CR)
- Economic Development (ED)
- Housing (H)
- Neighborhood Revitalization (NR)
- Planning and Design Specifications

Pre-Application Activities

Applicants should review the scoring criteria and note activities that must take place prior to the submission of an application. For example, local governments must meet citizen participation requirements and may need to undertake a survey to document that at least 51% of the project's beneficiaries are low and moderate income persons.

Notice of Funding Cycle and Application Deadline

The Department publishes a Notice of Funding Availability (NOFA) in the Florida Administrative Weekly. The notice is published at least 45 days prior to the application deadline and is posted to the Department's website at <http://www.floridacommunitydevelopment.org>. The notice states the start and end dates of the application cycle.

Two copies of each application (at least one of which must have original signatures) must be received by the Department by 5:00 p.m., Eastern Standard Time, on the deadline date stated in the NOFA. Applications shall be submitted to:

Florida Small Cities CDBG Program
Division of Housing and Community Development
2555 Shumard Oak Boulevard, Room 260 – A
Tallahassee, Florida 32399-2100

Local governments applying for Florida Small Cities CDBG Program funds must also meet intergovernmental coordination and review requirements.

- A. By the application deadline, mail ~~45~~ 12 copies of the following information for CR, ED, Housing and NR applications, to the Department of Environmental Protection, Florida State Clearing House, 3900 Commonwealth Boulevard, Mail Station 47, Tallahassee, Florida 32399-3000:
1. Application Profile and Narrative
 2. Sources and Uses of Non-CDBG Funds Information
 3. CDBG Funds and Activity Goal Score Spreadsheet
 4. All Maps
 5. If applicable, Historic Preservation Documents

A transmittal letter, requesting that documents relating to the Clearing House review be sent to the local government and the CDBG Program, should accompany the materials sent to the State Clearing House. You may also request that the Clearing House send copies to other parties such as consultants and engineers.

- B. By the application deadline, send one copy of the above materials to the Regional Planning Council that serves the local government.

Application Ranking and Award

Applications are reviewed, scored and ranked using the scoring factors outlined in this application-

Following the review and scoring of the applications, the Department establishes a potentially “fundable range” for each funding category based on score rankings, and a site visit is conducted for all applications within the fundable range. During this visit, Department staff will review documentation relating to the application and discuss any issues noted during application review. Applicants will have an opportunity to address all issues raised at the site visit during a completeness period following receipt of the Department’s written notification of those issues.

Awards will be made, following appeals, based upon rank, beginning with the highest scoring application and proceeding in descending order until all available funds for a category are obligated.

Application Format and Application Submission

The application manual is divided into nine (9) sections. Each section contains forms and instructions. Applicants must complete the section(s) that relate to the category of funding being applied for.

- Parts I, II, VIII and IX apply to all applicants
- Part III may be applicable to an application in any one of the categories of funding.
- Parts IV, V, VI and VII pertain to individual funding categories.
- Part VIII, the Scoring Summary, serves as a checklist for the documents to be submitted with the application.

Important Note

Applicants should complete and return to the Department only the forms and documentation that is required for the category of funding that is being applied for. Do not return the entire application. Submit the forms required under the funding category (Commercial Revitalization, Economic Development, Housing, Neighborhood Revitalization and Planning and Design Specifications) and the general scoring that applies to all categories (i.e., application profile, general scoring criteria, sources and uses of funds, LMI Benefit forms, the scoring summary and the relevant appendices).

Part II – Application Profile and General Scoring Criteria

**Application Profile
Form G-1**

Local Government Contact Information:

Local Government Name SUMTER COUNTY			
Street Address 910 NORTH MAIN STREET			
City BUSHNELL	Zip Code 33513	County SUMTER	
Main Telephone (352) 793-0272		Main Facsimile (352) 793-0207	
Chief Elected Official DOUG GILPIN		Title BOCC CHAIR	
Telephone (352) 793-1592		Facsimile (352) 793-0207	
Email Address SEND EMAILS TO JACKEY JACKSON, <u>jackey.jackson@sumtercountyfl.gov</u>			
Financial Officer (Local Government) SANDY HOWELL		Title ASSISTANCE COUNTY ADMINISTRATOR	
Telephone (352) 793-0200		Facsimile (352) 793-0207	
Email Address <u>sandee.howell@sumtercountyfl.gov</u>			
Project Contact (Local Government) JACKEY JACKSON		Title ASSISTANT PUBLIC WORKS DIRECTOR	
Telephone (352) 793-0240		Facsimile (352) 793-0247	
Email Address <u>jackey.jackson@sumtercountyfl.gov</u>			
Street Address 319 E. Anderson Ave.			
City BUSHNELL	State FLORIDA	Zip Code 33513	
<i>Local Government's Grant Consultant (if applicable)</i>	<i>Name and Address of Firm</i> ANDY EASTON & ASSOCIATES		<i>Telephone Number</i> 850-445-7829

**Application Profile
Form G-1 (Continued)**

Application Preparer Information:		
Preparer's Name ANDY EASTON		Organization Preparing Application: <input checked="" type="checkbox"/> Private <input type="checkbox"/> RPC <input type="checkbox"/> Local Government
Street Address 203 RIDGELAND ROAD		
City TALLAHASSEE	State FL	
Telephone (850) 445-7829		Facsimile (850) 386-6404
Email Address andyeaston2@msn.com		
<p>Application Type: Indicate the type(s) of funding requested. A completed application must include the appropriate sections as provided below. A Planning and Design Specifications grant will not be offered unless the appropriate Planning and Design Specifications Grant box(es) are checked. (These grants are not a separate category but may be offered to an applicant in Neighborhood Revitalization or Commercial Revitalization with an application score below the fundable range for a full grant and which does not have completed construction plans and specifications.)</p>		
<input type="checkbox"/> Commercial Revitalization (Part IV)	<input type="checkbox"/> Economic Development (Part V)	
<input type="checkbox"/> Housing (Part VI)	<input checked="" type="checkbox"/> Neighborhood Revitalization (Part VII)	
<input type="checkbox"/> Planning and Design Specifications Grant – Neighborhood Revitalization	<input type="checkbox"/> Planning and Design Specifications Grant – Commercial Revitalization	
If you will accept a Planning and Design Specifications Grant, indicate amount being requested for: NA		
Basic Engineering \$	Additional Engineering \$	Administration \$
<p>Funding Preference: The applicant may submit a Commercial Revitalization and a Housing application, or a Commercial Revitalization and a Neighborhood Revitalization application, but not a Housing and a Neighborhood application. Applicants will not be considered for an additional Commercial Revitalization, Housing or Neighborhood Revitalization grant until all previously awarded Planning and Design Specifications grants have been administratively closed by the Department.</p>		
Did you submit more than one application? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
If so, what category of funding do you prefer? <input type="checkbox"/> Neighborhood Revitalization <input type="checkbox"/> Commercial Revitalization		
Dates of Public Hearings on the Application:	First Public Hearing June 17, 2010	Second Public Hearing July 13, 2010
Dates of Advertisement of Public Hearings:	First Public Hearing June 10, 2010	Second Public Hearing July 5, 2010

**Application Profile
Form G-1 (Continued)**

Demographics			
U.S. Congressional District Number 5			
Florida Senate District Number 11		Florida House District Number 42	
Census Place Unincorporated SUMTER COUNTY	Census Tract		Census Block Group(s)
Grant Request: Maximum grant requests are based on the jurisdiction's LMI population as determined by HUD. Please see the table below.			
LMI Population		Maximum Grant Request	
1 – 499		\$600,000.00	
500 – 1,249		\$650,000.00	
1,250 – 3,999		\$700,000.00	
4,000 – and above		\$750,000.00	
Local Government's LMI Population 13,876		Grant Request \$750,000	
Answer the following questions by circling the correct response.			
Historic Preservation Will the project impact a building, public improvement or planned open space more than 50 years old? (See instructions.)			Yes No X
Interlocal Agreement Will project activities require an interlocal agreement? If yes, the interlocal agreement must be provided in the Supporting Documentation Section. (See instructions.)			Yes No X
State of Financial Emergency Has the local government been declared to be in a state of financial emergency pursuant to Section 218.50 – 218.504, F.S., at any time during the two years prior to submission of the application?			Yes No X
Grant Preparation Costs The applicant may request grant funds for the cost of grant application preparation. See instructions if funds are requested.			
Does the applicant wish to request grant funds for the cost of grant application preparation?			Yes No X
Amount \$	If yes, grant preparation cost documentation must be included in the Supporting Documentation Section.		
National Flood Insurance Program – Indicate whether or not the local government is a current participant in the NFIP.			Yes X No

Project Narrative Form G-2

Describe the proposed project using the guidelines in the instructions. Use additional pages as needed. Please see the instructions on the following page relating to applications for Economic Development loans. Specific directions for Commercial Revitalization and Economic Development application narratives can be found in the instructions provided for each respective category.

1. Narrative

Project Narrative (Form G-2)

The information below must be included in the project narrative:

1. Applications proposing more than one activity or service area must include a narrative for each activity and/or service area.

The proposed CDBG funded project consists of the following met need activities:

Panacoochee Retreats is a residential subdivision located near Lake Panasofkee in unincorporated Sumter County. The subdivision is bounded by CR 470 to the east and north, by CR 423 to the west and CR 428 to the south. The only entrance and exit ways to the subdivision are from CR 470. The subdivision suffers from severe drainage problems. During periods of even moderate rainfall, ditches and drainage retention areas overflow and streets flood. During more severe storm events the roads become impassable and flooding occurs in residential lots. The subdivision is approximately ½ square mile in area and is rectangular in shape. There are various holding ponds, ditches, swales and piping systems in the subdivision. One of the main drainage structures is located in the center of the subdivision. It consists of ditches, swales and culverts that extend from the eastern edge of the subdivision at CR 470 along a 25 foot easement to the western edge at CR 423. This central drainage has deteriorated over time and has been rendered inadequate for serving the drainage needs of the subdivision. We have completed a drainage study of the area and developed biddable plans and specifications for a new drainage system to replace the current inadequate one described above. This improvement will benefit the entire Panacoochee Retreats subdivision.

The specific improvements include the following:

Service Area 1 (Met Needs): Drainage improvements to Panacoochee Subdivision

1. Install 1,400 LF of underground 24"-36" concrete piping with the associated inlets, ditches and swales and driveway crossings in the right of way of CR 426E, CR 423 and CR 429. This system along with the reshaping of the ditch system in the other portions of the subdivision will provide relief to the drainage system that extends from CR 470 to the east to CR 423 to the west. The proposed system requires that CR 429 (one of the roads subject to flooding), CR 426E and CR 423 be rebuilt as complimentary activities to achieve the needed elevations to allow for the gravity-driven flow of stormwater from the area.

2. Provide repaving and ditch reshaping to streets throughout the subdivision. All streets in the subdivision are candidates for repaving and ditch improvements either as future need or met need. The budget allows for a total of 21,828 square yards of asphalt to be used for repaving. The subdivision streets include:

CR 423	CR 426E	CR 426D	CR 426B	CR 426G
CR 426F	CR 426C	CR 426A	CR 422	CR 426
CR 429	CR 422			

2. Applications presenting both addressed and unaddressed needs must include a separate project narrative for each.

Service Area 2: (Future Needs): Drainage and Repaving

If funds are available after the initial 21,828 SY of asphalt has been used for repaving, additional repaving (up to 21,828 SY) will be provided to the streets within the subdivision. Also, any street that is repaved will also have its associated ditches and swales reshaped.

3. For addressed and unaddressed needs, a narrative description of each proposed activity must include the following information:
- Activity description, including the need being met
 - Explanation of the need for CDBG funding
 - Proposed construction start and completion dates
 - Quantity and location of activity within the service area
 - Cost of the activity
 - How the activity meets a national objective
 - Purpose of the activity (if not readily apparent); ~~and~~
 - Beneficiaries (Total, VLI and LMI) of the activities.

The following matrix provides additional information about the CDBG funded activities.

Service Area 1: Drainage Improvements to Panacoochee Retreats								
Activity	Need	Start/End Dates	Location	Quantity	CDBG Funds	Other Funds	National Obj.	Beneficiaries
<u>Met Need:</u> Drainage Improvements	Install main concrete piping in central area of the subdivision with inlets and replace, reconstruct or reshape ditches swales, culverts to subdivision.	Begin construction by 9/11 and end construction by 9/12	Panacoochee Retreats subdivision.	1400 LF concrete piping and related drainage in central part of subdivision 12,803 LF ditches and swales associated with repaving	\$499,376	\$0.00	Benefit to low and moderate income persons	Total – 392 VLI- 168 LMI -314
<u>Met Need:</u> Repaving	Repave streets in the subdivision with 21,818 SY of asphalt	Begin construction by 9/11 and end construction by 9/12	Panacoochee Retreats subdivision.	21,828 SY	\$174,624	\$0.00	Benefit to low and moderate income persons	Total – 392 VLI- 168 LMI -314
TOTAL CONSTRUCTION					\$674,000			
Activity	Need	Start/End Dates	Location	Quantity	CDBG Funds	Other Funds	National Obj.	Beneficiaries
<u>Future Need:</u> Flood, Drainage and Repaving	Extend additional street repaving and ditches and swale reshaping to streets throughout the subdivision that were not funded initially.	Begin construction by 9/11 and end construction by 9/12	Panacoochee Retreats subdivision.	Up to 21,828 SY of repaving and upto 12,803 LF of ditches and swales associated with the repaving	\$200,000	\$0.00	Benefit to low and moderate income persons	Total – 392 VLI- 168 LMI -314

- Describe all activities to be undertaken and the projected cost, without regard to the funding source or whether such funding will be counted for leverage.

The following table shows the total project cost for each activity.

Activity	CDBG	Leveraged Funds	Other Funds	Total Project Cost
Drainage Improvements	\$499,376	\$0.00	\$0.00	674,000
Repaving	174,624	\$0.00	\$0.00	\$174,000
Engineering	\$33,000	\$0.00	\$0.00	\$33,000
Grant Administration	<u>\$43,000</u>	\$0.00	\$0.00	<u>\$43,000</u>
Total	\$750,000	\$0.00	\$0.00	\$750,000

Describe any activities in which a portion of the construction will occur outside of the applicant's jurisdiction.

All CDBG funded improvements will be located within unincorporated Sumter County.

- Describe any impact that proposed DOT or county road construction will have on the proposed CDBG funded activity.

As a future need, repaving will occur on County Roads within the project area. No impacts on FDOT roads are anticipated.

- Specify whether any portion of the project area is located in a flood-prone area and whether the local government participates in the National Flood Insurance Program.

The project is not located in the 100 year flood plain. Sumter County participates in the National Flood Insurance Program.

- If complementary activities are being undertaken, explain how they relate to the project.

Any paving that is removed to install the drainage improvements will be restored to their original condition.

- If funds from other sources are being "leveraged," describe how the funds will be used (what they will pay for, etc.).

No funds from other sources are being leveraged for this project.

9. If the removal of public building architectural barriers to handicapped persons is being paid for with CDBG funds, identify:

- The location and function of each building and The barriers to be removed in each building
- How the expenditure of CDBG funds will resolve the problem

Not Applicable

10. If using a survey that was completed for a previous CDBG project, state the subgrant number and year the survey was conducted.

Not Applicable

**Project Narrative
Form G-2-ED-LOAN -NA**

Specific directions for Economic Development application narratives can be found in the instructions provided for the Economic Development category.

If applying for a CDBG Economic Development grant, and a loan will be made from the CDBG funds, provide the following information:

1. Specify the exact corporate, personal, or partnership name of the proposed borrower(s) and guarantor(s).			
2. Specify the amount of the CDBG loan request, the proposed interest rate, the proposed term of the loan, and the frequency and amount of payment. The interest rate may be no less than 5.5 percent per annum below the prime interest rate as of the date of the application, but in no case may be it less than 4.0 percent per annum.			
Loan Request \$	Proposed Interest Rate	Proposed Term of Loan	Frequency and Amount of Payment
3. Specify the type and value of collateral offered and proposed lien or mortgage position of the CDBG loan.			
Type of Collateral		Value of Collateral	Proposed Lien or Mortgage Position
4. Specify why a loan of CDBG funds to a Participating Party is necessary for the project to work. A declarative statement by the Participating Party or the local government is not adequate. A quantitative explanation must be provided that justifies the amount and terms of the CDBG loan based on:			
<ul style="list-style-type: none"> • Filling a documented and quantified financial gap, or • Providing a funding mechanism to motivate a Participating Party to locate within an economically distressed area of the jurisdiction by paying the increased cost of locating to that distressed area, or • Creating a reasonable rate of return for a Participating Party when, without the infusion of CDBG funds, the rate of return is such that the Participating Party will not make the investment necessary for the job creation to occur, or • Providing a funding mechanism to “level the playing field,” from a cost perspective in a Participating Party’s decision to choose between locating in the local government’s jurisdiction and locating in another state. 			

**General Scoring Criteria
Form G-3 (Continued)**

Local Government Minority Employment

The applicant may claim **up to 60 points** for meeting minority employment goals. Complete the table below to calculate the applicant's percentage of minority employees. See instructions for calculations.

Number of Permanent Full-time Equivalent Minority Applicant Employees <u>17.5</u>	÷	Number of Permanent Full-time Equivalent Applicant Employees <u>263</u>	=	Applicant's Percentage of Minority Employees <u>6.65</u> %
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Enter percentage of minorities in the applicant's county: _____ %

If the "Prorated 60 Points Score" is claimed, complete the following equation:

Applicant's Percentage of Minority Employees <u>6.65</u>	÷	Percentage of Minorities in Applicant's County <u>21.6</u>	=	Applicant's Percentage of Minority Employees <u>30.79</u>	X 60	= Points Claimed <u>18.47</u>
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If the applicant has three (3) or less employees, 40 points may be claimed. NA

Total Score (60 Points Maximum):

5. Outstanding Performance in Fair Housing

The applicant may claim five points for each of the following Fair Housing goals. See instructions for guidelines and documentation requirements.

	Date	Score
Date Fair Housing Ordinance Adopted	MARCH 24, 1998	5
Date of training or educational program designed for the general public and elected officials	August 2009	5
Date of training or educational program designed for professionals	July 13, 2010	5
Total Score (15 Points Maximum)		15

Summary Score 33.47
(Transfer this score to the Scoring Summary)

Part III – Sources and Uses of Non-CDBG Funds (Leverage)

Sources and Uses of Non-CDBG Funds
Private, Participating Party, Public Leverage from Non-Local and Local Funding Sources
Form L-1

	Source	Amount Claimed for Scoring	Amount Not Claimed for Scoring	Type (Participating Party, Loan, Grant, Local Government Funds, Donated Land, or Other Leverage)
Activity #		0.00		
	Subtotals	0.00	\$	
	Total Leverage Claimed for Scoring	\$0.00	\$	

Use the preceding totals to compute the number of points you are claiming for leverage scoring.

Leverage Score Summary

Leverage Points Calculation for CR, NR and HR

$$\text{\$ } \underline{0.00} \text{ } \div \text{\$ } 5,000 = \underline{0.00} \text{ Points}$$

Maximum 25 Points

Leverage Points Calculation for ED

$$\text{\$ } \underline{\hspace{2cm}} \div \text{\$ } 10,000 = \underline{\hspace{2cm}} \text{ Points}$$

Maximum 125 Points

Summary Score 0
(Transfer this score to the Scoring Summary)

Part VII – Neighborhood Revitalization (CDBG-N)

**CDBG Funds and Activity Goals
Form N-1**

A ACTIVITY NUMBER AND NAME (*Same points in the activity supported.)		B APPROPRIATE RUS ENGINEERING TABLE	C ENTER CDBG ACTIVITY FUNDS	D % OF CDBG PROJECT COST (COL C / TOTAL OF COL C)	E GOAL POINTS	F ACTIVITY GOAL SCORE (D x E)
1.						
01	ACQUISITION (IN SUPPORT OF)*	NO ENGINEERING	\$		*	
03J	FIRE HYDRANTS ¹⁶	TABLE II	\$		35	
03J	FIRE PROTECTION ¹	TABLE II	\$		35	
03I	FLOOD AND DRAINAGE ²	TABLE II	\$499,376	74.09	50	37.05
03	HAZARD MITIGATION ACTIVITIES ³	TABLE II	\$		50	
14A	HOUSING REHABILITATION – PLUMBING ⁴	NO ENGINEERING	\$		50	
03F	PARKS, PLAYGROUNDS ⁵	TABLE II	\$		25	
03L	PEDESTRIAN MALLS/SIDEWALKS ⁶	TABLE II	\$		35	
03E	RECREATION/NEIGHBORHOOD CENTER	TABLE II	\$		25	
08	RELOCATION	NO ENGINEERING	\$		35	
10	REMOVAL OF ARCH BARRIERS ⁷	TABLE II	\$		35	
03A	SENIOR CENTER	TABLE II	\$		25	
03J	SEWAGE TREATMENT PLANT	TABLE I	\$		50	
03J	SEWER LINES & COMPONENTS ⁸	TABLE I	\$		50	
03J	SEWER LINE REPLACEMENT	TABLE I	\$		40	
03J	SEWER HOOKUPS ¹⁰	TABLE I	\$		50	
03	SITE DEVELOPMENT ¹¹	TABLE II	\$		40	
03J	SOLID WASTE DISPOSAL	TABLE II	\$		25	
03K	STREET IMPROVEMENTS ¹²	TABLE II	\$		40	
03K	STREET IMPROVEMENTS – REPAVING ¹³	TABLE II	\$174,624	25.91	25	6.48

*Same points as the activity it supports.

**CDBG Funds and Activity Goals – Category Score
Form N-1 (Continued)**

A		B	C	D	E	F
ACTIVITY NUMBER AND NAME		APPROPRIATE RUS ENGINEERING TABLE	ENTER CDBG ACTIVITY FUNDS	% OF CDBG PROJECT COST (COL C / TOTAL OF COL C)	GOAL POINTS	ACTIVITY GOAL SCORE (D x E)
03J	WATER HOOKUPS ¹⁴	TABLE II	\$		50	
03J	WATER LINES, NEW – POTABLE ¹⁵	TABLE II	\$		50	
03J	WATER LINE REPLACEMENT ⁹	TABLE II	\$		40	
03J	WATER TANK/WELL TREATMENT PLANT ⁶	TABLE I	\$		50	
			\$		25	
			\$		25	
2. TOTAL COLUMN C (CDBG PROJECT COST):			\$674,000			
3. CALCULATE COLUMNS D & F AND TOTAL COLUMN F FOR THE TOTAL ACTIVITY GOAL SCORE:						43.52 50 POINT MAXIMUM
4. INDICATE THE APPROPRIATE RUS USED AND ENTER ENGINEERING FUNDS:			RUS TABLE USED: I__ II__x__ Both Prorated __			
BASIC FEE		\$				
RESIDENT INSPECTION FEE		\$23,000 (project inspection as per RD fee curve)				
PRELIMINARY ENGINEERING FEE		\$				
ADDITIONAL ENGINEERING SERVICES:		\$10,000 (construction contract administration as per CDBG rule)				
5. TOTAL THE CDBG ENGINEERING FEES:			\$33,000			
6. ENTER CDBG ADMINISTRATIVE FUNDS:			\$43,000			
7. TOTAL THE CDBG FUNDS REQUESTED:			\$750,000			

**Needs – Activities and Beneficiaries
Form N-2**

Census or survey data must be compiled to complete this and the remainder of the application forms.

A		B	C	D	E	F	G
ACTIVITY # AND NAME		ENTER # OF CDBG UNITS TO BE ADDRESSED	UNITS OF MEASURE	ENTER # OF ALL UNITS NEEDED	ENTER # OF VLI CDBG BENEFICIARIES	ENTER # OF LMI CDBG BENEFICIARIES	ENTER # OF TOTAL CDBG BENEFICIARIES
01	ACQUISITION (IN SUPPORT OF)		UNIT, LF				
03J	FIRE HYDRANTS		FH				
03J	FIRE PROTECTION		UNIT, LF				
03I	FLOOD AND DRAINAGE	14203 LF	LF, UNIT	27,006	168	314	392
03	HAZARD MITIGATION ACTIVITIES		UNIT				
14A	HOUSING REHABILITATION – PLUMBING		HU				
03F	PARKS, PLAYGROUNDS		SITE(S)				
03L	PEDESTRIAN MALLS/SIDEWALKS		LF				
03E	RECREATION/NEIGHBORHOOD CENTER		BU				
08	RELOCATION		BU, HU				
03	REMOVAL OF ARCH BARRIERS		BARRIER, UNIT				
03A	SENIOR CENTER		BU				
03J	SEWAGE TREATMENT PLANT		PLANT				
03J	SEWER LINES & COMPONENTS		LF, UNIT				
03J	SEWER LINE REPLACEMENT		LF				
03J	SEWER HOOKUPS		LF, UNIT				
03	SITE DEVELOPMENT		BU, HU				
03J	SOLID WASTE DISPOSAL		LF, UNIT				

**Current Needs – Activity Units and Beneficiaries
Form N-2 (Continued)**

A	B	C	D	E	F	G
ACTIVITY # AND NAME	ENTER # OF CDBG UNITS TO BE ADDRESSED	UNITS OF MEASURE	ENTER # OF ALL UNITS NEEDED	ENTER # OF VLI CDBG BENEFICIARIES	ENTER # OF LMI CDBG BENEFICIARIES	ENTER # OF TOTAL CDBG BENEFICIARIES
03K		LF				
03K	STREET IMPROVEMENTS – REPAVING (Future Needs)	21,828	LF	43,656 LF	168	314
03	UTILITY HOOKUPS – OTHER		BU, HU			
03J	WATER HOOKUPS		BU, HU			
03J	WATER LINES, NEW – POTABLE		LF			
03J	WATER LINE REPLACEMENT		LF, UNIT			
03J	WATER TANK/WELL/TREATMENT PLANT		TANK, WELL, PLANT, UNIT			

**Beneficiary Verification Summary by Service Area
Form N-3**

A	B	C	D	E	F	G	H	I	J
ENTER SERVICE AREA #/ BENEFIT SURVEY METHOD*	ENTER ACTIVITIES TO BE COMPLETED IN EACH SERVICE AREA (USE MORE THAN ONE LINE FOR MULTIPLE ACTIVITIES)	ENTER TOTAL # OF HOUSEHOLDS (HH IN THE SERVICE AREA (UNIVERSE-COL H)	ENTER TOTAL # OF RESPONSES REQD	ENTER TOTAL # OF HH RESPONDING TO THE SURVEY	ENTER TOTAL # OF VLI BENEFICIARIES	ENTER TOTAL # OF LMI BENEFICIARIES	ENTER TOTAL # OF ALL BENEFICIARIES	CALCULATE PERCENT OF VLI BENEFIT (F ÷ H)	CALCULATE PERCENT OF LMI BENEFIT (G ÷ H)
1	Drainage– met need	197	149	149	168	314	392	42.86%	80.10%
1	Drainage– Future need	197	149	149	168	314	392	42.86%	80.10%
2	Repaving– met need	197	149	149	168	314	341	42.86%	80.10%
2	Repaving– Future need	197	149	149	168	314	341	42.86%	80.10%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%
								%	%

* A= Random Sample, B=Small Service Area, C=Census, D= Survey, not more than five years old, from previous CDBG award
 If a random survey was conducted, include as an appendix a description of the methodology which describes the basis of the universe, the confidence interval selected, and the procedures used to contact the initial sample before surveying an alternate. The sample and alternates must be selected from a random number generator website (such as random.org) and a print out of those numbers included in the appendix.

**Beneficiaries Scores
Form N-4**

1.(a) Enter the total funds requested (total CDBG request)	\$ 750,000 1.(a)	1.(b) Enter the total number of grant unduplicated VLI beneficiaries:	1.(b)168
1.(c) Enter the total number of grant unduplicated LMI beneficiaries:	1.(c)314	1.(d) Enter the total number of grant unduplicated beneficiaries:	1.(d)392
1.(e) Enter the total number of unduplicated LMI households:	1.(e) 157		
<p>a. VLI BENEFICIARY IMPACT SCORE: Calculate the unduplicated VLI beneficiary percentage:</p> <p align="center">1.(b) divided by 1.(d) = <u>42.86</u> %</p> <p>Based on the result, designate with an X the score that is appropriate.</p>		<p>UNDUPLICATED VLI BENEFICIARY PERCENTAGE</p> <p>30.00% or More 20.00% to 29.99% 10.00% to 19.99% Less than 10.00%</p>	<p>SCORE</p> <p>30-x 20 10 0</p>
<p>b. LMI BENEFICIARY IMPACT SCORE: Calculate the unduplicated LMI beneficiary percentage:</p> <p align="center">1.(c) divided by 1.(d) = <u>80.10</u> %</p> <p>Based on the result, designate with an X the score that is appropriate.</p>		<p>UNDUPLICATED LMI BENEFICIARY PERCENTAGE</p> <p>70.00% and above 66.00% to 69.99 61% to 65.99% 56.00% to 60.99 51.01% to 55.99%</p>	<p>SCORE</p> <p>135x 120 100 75 50</p>
<p>c. AVERAGE COST PER UNDUPLICATED LMI BENEFICIARY SCORE: Calculate the AVERAGE COST PER UNDUPLICATED LMI BENEFICIARY:</p> <p align="center">1.(a) divided by 1.(c) = \$ <u>2,650.18</u></p> <p>Based on the result, designate with an X the score that is appropriate.</p>		<p>COST PER UNDUPLICATED LMI BENEFICIARY</p> <p>\$11,000 or More \$10,000 to \$10,999 \$ 9,000 to \$9,999 Less than \$9,000</p>	<p>SCORE</p> <p>0 15 30 40 x</p>
<p>d. AVERAGE COST PER UNDUPLICATED LMI HOUSEHOLD SCORE: Calculate the average cost per unduplicated LMI Household:</p> <p align="center">1.(a) divided by 1.(e) = \$ <u>4,777.07</u></p> <p>Based on the result designate with an X the score that is appropriate.</p>		<p>COST PER UNDUPLICATED LMI HOUSEHOLD</p> <p>\$16,000 or More \$13,000 to \$15,999 \$11,000 to \$12,999 \$ 9,000 TO \$10,999 Less than \$9,000</p>	<p>SCORE</p> <p>-100 40 60 75 100x</p>

Readiness to Proceed Score

Readiness to Proceed points cannot be claimed if applicant is applying for a Planning and Design Specifications grant.

If biddable construction plans and specifications for all activities have been completed and submitted to all applicable permitting agencies no later than application deadline, score 100 points. Otherwise, score zero points. Include in the Supporting Documentation Section a letter from the engineer who prepared the construction plans and specifications stating the date the biddable construction documents were completed and that they have been submitted to all applicable permitting agencies.

Score 100
100 Points Maximum

Health and Safety Score

e. Designate with an X the score that is appropriate:

A. Score _____ (50 Points) B. Score _____ (25 Points) C. Score _____ (25 Points) D. Score _____ (20 Points) E. Score _____ (Prorated)

If D was selected, complete the following equation:

\$	÷	\$	=		x		=	
Enter the cost of activities subject to A (B, C OR D)		Enter the CDBG Project Cost (not Engineering or Admin Costs)		Enter the result (%) as a four digit decimal		Enter the Appropriate Multiplier (20, 25 OR 50)		SCORE

Enter the appropriate Score: 0 50 Points Maximum

Summary Score 100
(Transfer this score to the Scoring Summary)

Part VIII – Certification and Score Summary

I, the undersigned chief elected official or authorized representative of the local government, certify that, to the best of my knowledge, this application for Small Cities Community Development Block Grant funding was prepared in accordance with state and federal rules and regulations, contains information that is true and correct, and has been approved by the local governing body.

I, the undersigned, certify that the local government (Applicant):

1. Has met all citizen participation requirements:
 - Public hearings were conducted by a member of the local governing body or a duly authorized employee;
 - The first public hearing was conducted to obtain citizen views about community development needs and potential uses of CDBG funding;
 - A second public hearing was conducted to obtain citizen comments on the application; and
 - Public notice for the second public hearing was published after the first public hearing was conducted.
2. Has properly conducted surveys of service areas to document LMI benefit, if applicable.
3. Will comply with the Intergovernmental Coordination and Review requirements by submitting the required information to the local Regional Planning Council and to the State Clearing House.
4. Will not attempt to recover, through special assessments, capital costs of public improvements funded in whole or in part with CDBG funds.
5. Will ensure that upon completion of housing structures addressed with CDBG funds, each housing structure will meet the local housing code.
6. Will administer the grant in conformity with the Civil Rights Act of 1964 and the Fair Housing Act.
7. Will affirmatively further fair housing and undertake one fair housing activity each year.
8. Has adopted a Community Development Plan or has adopted the Local Comprehensive Plan as the Community Development Plan.
9. Has adopted an Anti-Displacement and Relocation Plan and will minimize the displacement of persons.
10. Has presented accurate information and has documentation on file and readily accessible to Department of Community Affairs.
11. Has authorized the submission of this application by vote of the local governing body.
12. Is a participant of the National Flood Insurance Program.

Failure of the Chief Elected Official to properly sign the application by the deadline, or failure to include a copy of the ordinance or resolution of the governing body authorizing another individual to sign the application, will result in a 50-point penalty being assessed against the application that cannot be eliminated during the completeness process.

Signature of Chief Elected Official or Designee (If signed by a person designated by the local governing body, a copy of the resolution must be included.)		
Signature		
Typed Name and Title Doug Gilpin, Chairman, SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS		
Date		
If signed by a person other than the chief elected official, is a copy of the required resolution included in the Appendices?	Yes X	No
Signature of Application Preparer if other than an employee of the Local Government		
Signature		
Typed Name and Title – Andy Easton. Principal		
Name of Firm or Agency – Andy Easton & Associates		

Application Scoring Summary

This form is the applicant's evaluation of the application score. Use the "scores" identified in the application to complete this form when you have finished filling out the application. Enter the scores or other information in the appropriate columns. If additional pages are needed (number them with a lowercase letter such as 7a, 7b, 7c, etc.). When all of the scores have been transferred to this form, add the scores and enter the total.

Enter Name of Local Government Applicant:					For DCA Use Only: Application Number	
Enter Type of Application(s):						
Complete this form for each application submitted.						
FORM	TITLE/SCORE	PAGE	CR	ED	H	NR
	1. Community-Wide Needs Score (250 Points Maximum)					12.20
	2. Outstanding Performance in Equal Employment Opportunity and Fair Housing (100 points maximum)					33.47
	3. Program Impact (650 Points Maximum):					
	• Special Designation Score (20 Points Maximum)					0
	• Grant History Score (100 Points Maximum)					0
	• Leverage (Note: 25 Points Maximum for CR, NR and HR and 125 Points Maximum for ED)					0
	• Category Score Summary					448.52
	Total Program Impact Score					494.19
	TOTAL APPLICATION SCORE (1000 Points Maximum)					
	LESS PENALTIES ASSESSED (For DCA Use Only)					
	FINAL SCORE (For DCA Use Only)					

Part IX– Forms and Supporting Documentation

Place all supporting documentation, in the order it is referenced in the application in this section. Separate the documents with a titled tab or titled colored paper.

APPENDIX	TITLE	PAGE
A	Maps - Jurisdiction, Service Area, 100-Year Flood Plain (Required)	
B	Comprehensive Plan Documents, as Amended (Required)	
C	Joint Agreements, Contingency Funding Documentation and/or Interlocal Agreements	
D	Historic Preservation Documents	
E	Leverage Documentation (Letter of Commitment, etc.)	
F	Grant Application Preparation	
G	Readiness to Proceed Documentation	
H	VLI/LMI Worksheets or Census Data and/or Census Maps	
I	Health and Safety Impact Documentation	
J	Local Governing Body's Resolution for Signature Designation	
K	Housing Assistance Plan	
L	Public Hearing Documentation	
M	Special Designation	
N	Economic Development Documentation (not included above)	
O		
P		
Q		
R		

Appendix A: Maps

According to Rule 9B-43.0041(9) (f) (1), failure to submit any of the required maps will result in a 250 point score reduction. To avoid this score reduction, please carefully review the following map requirements. Three clearly legible maps must be included with the application:

1. Jurisdiction Map

- A scale;
- A north arrow;
- The boundaries of the locality;
- The boundaries of the service area where the activities will be conducted;
- The boundaries of a special designation if claiming points for a special designation;
- The City Hall or the County administration building; and
- The location of the CDBG program office, if other than at the City Hall or County administration building.

2. **Service Area Map(s)** – a map for each service area (a properly marked jurisdiction map will suffice for a city-wide activity)
 - A scale;
 - A north arrow;
 - The boundaries of the service area reflecting project beneficiaries;
 - The location of all proposed service area activities;
 - The boundaries of a special designation, if smaller than the jurisdiction’s boundaries, if claiming points for a special designation;
 - A visual representation of all the housing units and, for surveyed homes, color or other coding indicating whether the home is LMI, VLI or exceeds the income limits for these categories;
 - A method of reference from the housing unit displayed on the map to a Household Income Survey Form;
 - The names, streets, route numbers or easily identifiable landmarks where all service area activities are located;
 - The location of all “number of units to be addressed” and all “number of units needed” for each activity in the service area and the major components of those activities;
 - All affected Historic structures, planned open spaces, or public improvements; and
 - If applicable, duplicated housing units if any service areas overlap.

3. **100-Year Flood Prone Area Map** unless the U.S. Federal Emergency Management Agency has not issued an official flood map covering the location of the service area.
 - The boundaries of the service area where the activities will be concentrated; and
 - An enlarged portion or portions of the flood prone area if any activities are located in whole or in part in the flood prone areas.

Appendix B: Comprehensive Plan Documents, as Amended

Attach relevant portions/excerpts to document that the activities proposed in the application are not inconsistent with the adopted plan. Include the relevant data and analysis portions supporting the plan. If the adopted plan is silent on the activities requested, the local government must provide a statement to this effect on local government letterhead.

Appendix C: Joint Agreements/Contingency Funding Documentation/Interlocal Agreements

Appendix D: Historic Preservation Documentation

Appendix E: Leverage Documentation (Letter of Commitment, etc.)

Appendix F: Grant Application Preparation

Appendix G: Readiness to Proceed Documentation

Appendix H: VLI/LMI Worksheets or Census Data and/or Census Maps

Appendix I: Health and Safety Impact Documentation

Appendix J: Local Governing Body’s Resolution for Signature Designation

Appendix K: Housing Assistance Plan (Required for all Housing Applications)

Appendix L: Public Hearing Documentation

Appendix M: Special Designation Documentation

Appendix N: Economic Development Documentation (not included above)

RUS Engineering Fee Curve

<u>Estimated Construction Cost</u>	Basic Fee Table I <u>Maximum</u>	Basic Fee Table II <u>Maximum</u>		Inspection Fee Table I <u>Maximum</u>	Inspection Fee Table II <u>Maximum</u>
100,000	12.3	10.1		6.9	6.5
200,000	11.2	9.4		6.3	5.9
300,000	10.4	8.9		5.8	5.3
400,000	10.0	8.5		5.5	4.9
500,000	9.6	8.2		5.3	4.7
600,000	9.2	7.9		5.1	4.6
800,000	8.6	7.5		4.6	4.1
1,000,000	8.2	7.2		4.1	3.8
2,000,000	7.8	6.8		3.5	2.9
3,000,000	7.4	6.4		3.1	2.4
4,000,000	7.1	6.1		3.0	2.2
5,000,000	6.8	5.9		2.8	2.0
7,500,000	6.6	5.7		2.7	1.95
10,000,000	5.9	4.6		2.5	1.8
15,000,000	6.1	5.2		2.3	1.6
20,000,000	5.9	5.1		2.2	1.45

Rule 9B-43 establishes the above schedules as the maximum amount of CDBG funds that may be used to pay for basic engineering and inspection. To comply with 24 CFR 85.36, the local government must negotiate a fee, including profit, as a separate amount, and conduct a cost analysis of the fee. Non-CDBG funds may be used to pay for basic engineering and inspection costs exceeding the maximum that can be paid with CDBG funds. Tables I shall be used for water treatment plants, sewers, sewage treatment plants, and rehabilitation of existing treatment facilities. For all other projects, use Table II. For project costs falling between the amounts shown in the tables, percentages shall be interpolated to the nearest one-tenth percent. Projects with both Table I and Table II activities shall be prorated using the percentage of estimated cost for each table to the total estimated construction cost. Do not calculate based on the Table I cost and the Table II cost. (Example: if 35% of estimated construction cost is Table I, use 35% of Table I amount as calculated using the total estimated construction cost; then use 65% of the Table II amount as calculated using the total estimated construction cost. The engineering fee may include any services defined as additional engineering in Rule 9B-43. All additional engineering fees must be justified as outlined in Technical Memo 93-13. The engineering fee may also include preliminary engineering costs not to exceed one-half of one percent of total estimated construction costs. If readiness to proceed points are part of the final application score, then preliminary engineering costs may not be requested and the maximum engineering paid from CDBG funds shall not exceed \$10,000 plus the amount calculated for inspection from Table I Table II, or a prorated amount of both tables as appropriate depending on the activities to be funded from the grant.