



October 10, 2016

The City of Covina is currently accepting applications for the 2017-2018 Community Development Block Grant program year. If your organization has a program or project that qualifies for Community Development Block Grant (CDBG) funding, please complete the attached application. The completed application must be returned to the City by **5:30 p.m., Monday, November 21, 2016** for consideration by the Finance Advisory Commission for recommendation for funding for fiscal year ended June 30, 2018.

Federal regulations limit the different allowable activities that the City may undertake with CDBG funding. The City has not yet been informed as to the amount of funding to expect. For planning purposes, the amount of the FY 2016-2017 allocation of \$329,858 will be used. Fifteen percent (15%) may be allocated toward community service programs and/or projects; this will fund a maximum of four public service programs. The remainder of funding, or eighty-five percent, (85%), may be allocated towards public improvements, economic development and rehabilitation projects.

To be eligible for CDBG funding, your program or project must meet the following three requirements:

CDBG Eligible Activity: acquisition of real property for an eligible use;
Acquisition, construction and rehabilitation of public facilities;
Demolition and clearance of deteriorated buildings;
Community services for low and moderate income households;
Removal of barriers that restrict the mobility of elderly or handicapped persons; or
Special economic development activities.

CDBG National Objectives Project must principally serve low and moderate income persons;
Project must eliminate slums and blight; or
Project must address a recent and urgent health and safety need

The project must address the community development objectives the City proposes to pursue.

Groups/organizations requesting funding consideration under the City's CDBG program must submit a completed typed application form for each proposed project. This application requires detailed and specific information about the proposal. Applications requesting funding under \$10,000 will not be considered.

The Finance Advisory Commission will meet on **Wednesday, December 14, 2016**, to discuss proposed projects and funding requests. The City of Covina will review all applications for funding at a City Council Public Hearing tentatively scheduled for **January 17, 2017**. The public is welcome to attend both meetings.

The application is attached as a pdf file as well as in Word. If you have questions on the CDBG program or application process, please contact the CDBG Division at (626) 384-5442.