



Remote Meeting Instructions for the August 11, 2021, Meeting Greeley Urban Renewal Authority:

The City's Department of Economic Health and Housing meetings are operating virtually via Zoom.

Please contact the Greeley Urban Renewal Authority with any questions you might have for joining/participating at paula.turner@greeleygov.com or 970-350-9380. Thank you!



GREELEY URBAN RENEWAL AUTHORITY

Agenda

Wednesday – August 11, 2021

**This meeting will be conducted remotely
(See instructions on the previous page to view.)**

4:30 p.m.

- I. Call to Order - Roll Call**
- II. Approval of Minutes** - from the July 14, 2021 meeting
- III. Items of Business**
 - A. Public Hearing to consider the 2022 CDBG Program Applications
 - B. Election of Officers
- IV. Board Member Comments/Reports**
- V. Staff Report**
- VI. Adjournment**

Next Meeting: September 8, 2021

The City of Greeley does not discriminate on the basis of disability, race, color, national origin, or gender. For more information about these statutes, or to Amendment #1 to the Subrecipient Agreement for assistance to Senior Resource Services file a complaint, please contact the City of Greeley's designated Disability Rights and Title VI coordinator, Joel Hemesath at (970) 350-9795, 1001 9th Avenue, Greeley, CO, 80631 or at Joel.Hemesath@greeleygov.com.



**GREELEY URBAN RENEWAL AUTHORITY
Proceedings**

**July 14, 2021
4:30 p.m.**

This meeting was conducted remotely

I. Call to Order

Chair Cummins called the meeting to order at 4:30 p.m. Commissioners Haas, Lucero, Silva, Utrata, and Welsh were present. (Commissioner Leffler was absent.)

II. Approval of minutes for the meeting held on May 12, 2021

Commissioner Welsh made a motion to approve the minutes for the meeting held on May 12, 2021 as written. Commissioner Haas seconded the motion; the motion carried 6-0. (Commissioner Leffler was absent.)

III. Items of Business

(Items of business were taken out of order to accommodate the attendance of the GURA Secretary.)

5th Amendment to Laser Lease on 8th Street Property

Benjamin Snow, Economic Health & Housing Director reported that GURA Staff has negotiated with Superior Oilfield Services, Co., Ltd, which does business as Laser Oilfield Services ("Laser") to extend the 8th Street Mining Lease on the Meyer Property ("Property") until June 9, 2022 for the sole purpose of completing the Laser Reclamation Plan.

Mining on the site has stopped and Laser has the obligation to complete the Reclamation Plan that is filed with the Division of Mined Land Reclamation ("DRMS"), or Laser will forfeit its bond. DRMS recently did an inspection of the property and has determined that the reclamation that was started in 2019 is incomplete, due in large part to the need to reseed and replant vegetation. To complete the Reclamation Plan, Laser needs access to the site.

1. The attached 5th Amendment of Mining Lease ("5th Amendment") allows access to Laser for the sole purpose of completing the Reclamation Plan, which must be complete by June 9, 2022. Other important terms in the 5th Amendment:
2. Laser reaffirms its obligation to reclaim the site.

3. If GURA finds a use for the Property, GURA can terminate the extended term early, but it must assume responsibility for the Reclamation Plan and Laser must cooperate with such a transfer.
4. Laser agrees to keep the existing Temporary Water Supply Plan in place until the Reclamation Plan is complete—thereby extending the possible time that GURA in coordination with the City of Greeley Water Department, must put a Permanent Augmentation Plan in place.
5. GURA must be notified of any applications between Laser and DRMS.
6. GURA and Laser meet monthly to monitor Reclamation Plan progress.

Commissioner Welsh made a motion to approve the 5th Amendment of Mining Lease between GURA and Superior Oilfield Services. Commissioner Silva seconded the motion; the motion carried 6-0. (Commissioner Leffler was absent.)

Note: Questions presented to staff regarding the 5th Amendment to Laser Lease on 8th Street property were answered via email July 10, 2021. Below are the questions asked and the answers provided by JR Salas, GURA Manager:

1. Do we get any rent on the gravel pit while they are doing the reclamation?
The original mining lease gave GURA prepaid royalties for mining up to a certain amount and any mining beyond that would have given GURA additional income. The mining never exceeded the maximum amount in our original lease so no additional funds or rents are due to GURA.
2. Why are they not getting it done?
Laser Oilfield Services who has been doing the mining did start the reclamation plan as required last year trying to get things done by the expiration of their lease in June 2021. The Division of Mining and Reclamation Services with the State of Colorado who has final say on if the reclamation is satisfactory to them inspected the site this year and did not approve the site as complete so an extension to the original agreement needed to be done. The primary issue is that the site had to be planted with native grasses which are not irrigated so subject to nature for moisture and growth and that sometimes does take several years to thrive.

Consideration of Substantial Amendment for changes to CDBG-CV 1 funding and addition of CDBG-CV 3 grant

Mr. Snow gave an overview of the CARES Act Funding through the Community Development Block Grant Coronavirus.

The Substantial Amendment contains both changes to the Amendment for CDBG-CV-1, and to add the CBG-CV3 funds and activities.

Chair Cummins opened the public hearing at 4:55 p.m. and called for public comment. There being no one from the public present, the hearing closed.

Commissioner Utrata made a motion to recommend to the Greeley City Council approval of the Substantial Amendment to the 2020-2024 Consolidated Plan and 2020 Action Plan for the activities and budgets cited within the Amendment.

Commissioner Silva seconded the motion; the motion carried 6-0. (Commissioner Leffler was absent.)

Staff Report

Mr. Snow gave an update on several affordable housing projects, including three that may have future applications for the GURA Board to review.

Afterwards he reported that as a result of some inquiries GURA put out an RFP in April 2021 to sell two lots on Ash Avenue (see map) that were part of the original Meyer Feedlot. (Note: The memo to the GURA Board had the address as Ash Street. Ash Avenue is correct.)

One offer was submitted by Leprino Foods, owner of the land adjacent to these lots on the north. The offer was not to purchase the lots, but to pay GURA \$33,100 to not sell them to any third party, to maintain title indefinitely and give title to Leprino at a future date to be determined by Leprino.

Since GURA's objective is to dispose of these lots and have no further responsibility it was decided to not accept Leprino's offer. GURA is having on-going discussions with other parties exploring other options to dispose of these sites. Should it be warranted, a future RFP may be issued.

(Mr. Snow exits the meeting and Items of Business resumes.)

Consideration of Policies & Procedures for Public Facilities and Improvements Projects and Activities and Policies and Procedures for Public Services Activities

Carol Larsen, Grant Specialist summarized a memo that was included in the meeting packets on Policies & Procedures for Public Facilities and Improvements Projects and Activities and Policies and Procedures for Public Services Activities.

Commissioner Haas made a motion to approve the Policies and Procedures for Public Facilities and Improvements Projects and Activities and Policies and Procedures for Public Service Activities. Commissioner Utrata seconded the motion; the motion carried 6-0. (Commissioner Leffler was absent.)

IV. Board Member Comments/Reports

Commissioner Welsh gave updates regarding High Plains Library District.

VI. Adjournment

There being no more business, the meeting was adjourned at 5:27 p.m.

Benjamin Snow, Secretary

Jediah Cummins, Chair

Annual Funding Applications and Budget Recommendations



Department of Housing & Urban Development's *Community Development Block Grant (CDBG)*

Program Year 2022
(3rd Year of 2020-2024 Consolidated Plan)

Prepared for
GURA Board of Commissioners



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COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
Wednesday August 11, 2021

MEMO TO GURA BOARD

NOTICE OF FUNDING AVAILABILITY – Instructions received by applicants with Criteria for Funding Decisions

REFERENCE MATERIALS – Attachments A-D

- A. 2020-2024 Priorities and Other Considerations
- B. 2020-2024 Budget Estimates with First (actual) and Second (proposed) Budgets
- C. Overview of Funding Requests and Recommendations
- D. Comments from Citizens Committee for Community Development

BUDGETS & PROPOSED RESOLUTION – Attachments E-G

- E. Proposed Administration Budget
- F. Proposed Budget for CDBG Program Year 2022
- G. Proposed Resolution to accept CDBG funding recommendations & proposed budget

PROGRAM YEAR 2020 APPLICATIONS

SUPPORTING DOCUMENTS AVAILABLE FOR REVIEW

More applicant information including management resumes, audits, brochures, By-Laws, Articles of Incorporation, etc. is available for review at the GURA office prior to the meeting upon request.

- H. Page five of application – Certifications and Signature Page
- I. Redevelopment District Map

***** Applicants *****

Priority 1 – Support efforts to preserve, maintain, and provide affordable housing

- | | |
|-------------------------------|---|
| 1. GURA | TBD affordable housing activity |
| 2. Greeley Transitional House | Housing case manager (public service) |
| 3. Catholic Charities | Housing navigator (public service) Guadalupe Community Center |
| 4. A Woman's Place | Housing navigator (public service) |

Priority 2 – Support efforts to revitalize neighborhoods of the Redevelopment District

- | | |
|-----------------|---|
| 5. Public Works | Phase I infrastructure improvements in Redevelopment District |
| 6. Public Works | Phase IV alley reconstruction |
| 7. Forestry | Parkway tree planting in Redevelopment District |
| 8. Public Works | Clean-up weekend |

Priority 3 – Support public facilities

- | | |
|-----------------------------------|--|
| 9. Connections/Independent Living | Public facility rehab-improved ADA accessibility |
|-----------------------------------|--|

Priority 4 – Support public services that assist homeless, low-moderate-income, underserved, and special needs residents

- | | |
|---|--|
| 10. Northern Colorado Veterans Service Center | Veterans services' |
| 11. Senior Resource Center | 60+ Ride Program - transportation services for seniors 60+ |
| 12. United Way | Cold weather shelter 2021-2022 season |
| 13. Boys and Girls Club | Therapist to support children/youth and their families |

Administration No application; budget only

2022 Action Plan available for review and public comment August 12, 2021 through September 14, 2021 at www.greeleygov.com/urbanrenewal.



GREELEY URBAN RENEWAL AUTHORITY Memorandum

TO: GURA Board of Commissioners
RE: Public Hearing for the 2022 Activities and Budget for Annual Action Plan
FROM: Carol Larsen, Grant Specialist
DATE: August 11, 2021

As required by the Department of Housing and Urban Development (HUD), the City of Greeley developed a Consolidated Plan for use of federal funds [Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) grant]. The current Consolidated Plan is for years 2020-2024 and identifies priorities, goals, and outcomes anticipated for those years.

An Action Plan is submitted every year, which supports the priorities and moves the City forward with the identified goals of the Consolidated Plan. The August Board meeting is to identify and recommend activities and a budget for 2022, the third year of the 2020-2024 Consolidated Plan.

An application packet is enclosed, with a number of attachments:

- Attachment A – Current Council-approved priorities. All applications recommended for approval must meet one of the priorities and a National Objective (benefit to low- moderate-income residents, slum/blight clearance, urgent need).
- Attachment B – This is the budget projection from the Consolidated Plan.
- Attachment C – An overview of the applications received.
- Attachment D – Citizens Committee comments. The Committee met July 26, 2021. There were two of the possible five people in attendance.
- Exhibits E and F – Respectively, staff's proposed CDBG Administrative budget and the overall budget proposed.
- Exhibit G – Proposed resolution to adopt the CDBG and HOME budgets, as identified in the 2022 Action Plan.
- Exhibit H – The Certification page signed by every applicant.
- Exhibit I – Redevelopment District map (this is the primary area of focus of the CDBG grant work).
- Applications received.

Applicants submitted supporting documents (audited financials, By-Laws, resumes, etc.) that were not copied for packets. The supporting information is used to determine an applicant's knowledge and capacity to implement the CDBG activity proposed. This extra information can be emailed to you, on request. If an agency is not familiar to you, please use the website provided on the application to learn more about it.

The Notice of Funding Availability (NOFA) included with the application packet includes the annual CDBG process calendar. Because of the ongoing COVID-19 concerns, there were no in-person neighborhood meetings held this year, but information was made available to the public through numerous sources, one of those being the GURA website.

Note that there are two categories of applications: One category includes applications that relate to public services; the other includes projects of a capital nature. The public service activities are divided among three categories: Those in support of housing; which support neighborhood revitalization; and other, non-housing-related services. There is one public facility request this year.

When making staff recommendations, the Board's direction to reduce public service funding and support affordable housing was discussed. You will recall that we did not work to reduce support in 2021 due to the unprecedented circumstances with the COVID-19 pandemic. For the 2022 budget, staff has a public service percentage recommendation of 8.9%. The Board, of course, may consider further reductions. (The maximum by CDBG regulations is 15%.)

The Board meeting will again be on the Zoom platform, with applicants in attendance. Generally, applicants present their own applications. The process to be followed this year is:

- Staff will present a slide on the application with the applicant on video.
- The applicant will answer any Board questions or clarify anything that is incorrect on the slide. They should not add further comment, as their applications should be detailed enough for the Board to make a funding decision.
- After all application slides have been presented, the staff's recommended budget will be presented.
- The Board will then have time for further discussion prior to opening the public hearing.
- If applicants do not agree with the proposed budget, they can be allotted time to make public comment on the budget.
- At the close of the public hearing, the Board will vote on the budget they wish to recommend to City Council.

Please send questions you may have on the applicants to Carol ahead of the meeting, so that we can have answers to you prior to the meeting. You may also call and request a time to review any additional application material. Contact: Carol (970-396-3968 or carol.larsen@greeleygov.com).



COMMUNITY DEVELOPMENT BLOCK GRANT

Notice of Funding Availability (NOFA) and Request for Applications – Program Year 2022



The application process for the City of Greeley's 2022 Community Development Block Grant funds is now open. The process is part of the Five-Year Consolidated Plan (this is the 3rd year of the 2020-2024 Plan), which outlines community priorities and activities serving target neighborhoods and populations, and consistent with federal Department of Housing and Urban Development (HUD) standards. The Consolidated Plan, and subsequent Annual Action Plans, must be submitted annually to HUD by any community receiving federal funds. The use of CDBG funds, as well as other federal funds, must be specifically identified in the Consolidated Plan. An anticipated \$840,000 in funding will be available.

Public Hearings may be virtual. Information on each Public Hearing will be provided as meeting time gets closer.

Technical Assistance will be provided in person on two dates. Applicants are strongly encouraged to attend one of the technical assistance meetings noted below. There is a room limit of seven; please reserve a spot by emailing or calling Carol Larsen. Applicants unable to attend (or who wish to avoid an in-person meeting) may call and schedule a one-on-one time.

For additional information on the Annual CDBG process, please contact one of the staff members below:

J. R. Salas, GURA Manager, Carol Larsen, Grant Specialist, or Benjamin Snow, EHH Director
1100 10th Street, Suite 201, Greeley, CO 80631
(970) 350-9380 – j.r.salas@greeleygov.com / carol.larsen@greeleygov.com / ben.snow@greeleygov.com

TIMELINE AND CITIZEN PARTICIPATION PROCESS

June 1, 2021	CDBG Applications available for Fiscal Year 2022 funding.
In-person neighborhood meetings will not be held. Refer people to GURA for information.	
June 16, 2021	Technical assistance for applicants. 10:00-11:00. City Center South, 1001 11 th Avenue, Room 227. Entrances on northeast and northwest corners of the building.
June 18, 2021	Technical assistance for applicants. 10:00-11:00. City Center South, 1001 11 th Avenue, Room 227. Entrances on northeast and northwest corners of the building.
July 16, 2021	Last day to submit applications to GURA for inclusion in Citizens' Committee review packet. PLEASE TRY TO HAVE APPLICATION SUBMITTED BY THIS DATE!*
July 26, 2021	Last day to submit applications for inclusion in the GURA review packet. *
July 27, 2021	Review of applications by Citizens Committee. Meeting date is tentative.
August 11, 2021	First public hearing – Greeley Urban Renewal Authority. Applicants are strongly encouraged to attend the public hearing and explain their funding requests to the GURA Board. GURA reviews all applications and forwards their funding recommendations to City Council.*
Aug 12-Sep 14, 2021	Thirty (30) day public comment period.
September 28, 2021	City Council work session for preliminary review of 2022 CDBG budget requests.
October 5, 2021	Second public hearing - City Council for approval of the CDBG budget. Funding requests will be finalized by Council at the meeting.*
November 15, 2021	2022 Annual Action Plan ready for submittal to HUD.
June 2022 approx.	CDBG funds become available for approved 2022 projects.

The City/GURA does not discriminate on the basis of disability, race, color, national origin, or gender. Persons with hearing impairments are asked to use the Relay Colorado 711 number for additional information. Other auxiliary aids and assistance related to a disability and needed to effectively review this document may call the GURA office noted above for additional assistance. (Please allow 48 hours for requests to be processed.) For more information, or to file a complaint, please contact the City of Greeley's designated Disability Rights and Title VI coordinator, Joel Hemesath at (970) 350-9795, 1001 9th Avenue, Greeley, CO, 80631 or at Joel.Hemesath@greeleygov.com.

GENERAL INSTRUCTIONS

Prior to submitting an application, verify it meets all of the requirements below:

1. Meets a CDBG National Objective

- ☐ Assistance to low- moderate-income neighborhood (see map attached)
- ☐ Assistance to low- moderate-income clientele (program requesting funding serves a minimum of 51% LMI clientele)
- ☐ Prevention or elimination of slum/blight conditions

2. Is an eligible CDBG activity (most common general categories are below – call GURA for more specifics)

- ☐ Property acquisition
- ☐ Property disposition
- ☐ Clearance activities
- ☐ Public facilities and improvements (see definition below)
- ☐ Public services (see definition below)
- ☐ Housing rehabilitation

3. Meets a Consolidated Plan Priority

- ☐ Support efforts to preserve, maintain, and provide access to affordable housing for homeless, low- moderate-income, underserved, and/or special needs residents (including public services that are specific to housing)
- ☐ Support efforts to revitalize neighborhoods of the Redevelopment District (infrastructure, property conditions)
- ☐ Support public facilities that serve the homeless, low- moderate-income, underserved, and/or special needs residents OR low- moderate-income neighborhoods
- ☐ Support public services that assist homeless, low- moderate-income, underserved, and special needs residents

4. Submitted by an agency/City department that has the capacity to carry out the activity

- ☐ Capacity of agency or department is verifiable
- ☐ Activity proposed would be ready to begin by May 1 of the grant year
- ☐ Activity could be completed within approximately one year
- ☐ CDBG will provide only the gap in funding; other funding has been secured or will be by May 1 of grant year

5. Definitions:

Public facilities and improvements: Neither statute nor regulation defines the terms “public facility” or “public improvements”. However, in the CDBG program, these terms are broadly interpreted to include all improvements and facilities that are either publicly owned or that are traditionally provided by the government, or owned by a nonprofit, and operated so as to be open to the general public. This would include neighborhood facilities, firehouses, public schools, and libraries. Public improvements include streets, sidewalks, curbs and gutters, parks, playgrounds, etc. Facilities designed for use in providing shelter for persons with special needs (nursing homes, hospitals, shelters and transitional housing, group homes, etc.

Public services: Included, but not limited, are: child care, health care, job training, recreation programs, education programs, services for senior citizens or homeless persons, down payment assistance, drug abuse counseling and treatment, etc.

Severe disability: Persons are classified as having a severe disability if they: (a) used a wheelchair or had used another special aid for 6 months or longer; (b) were unable to perform one or more functional activities or needed assistance with an Activity of Daily Living or Instrumental Activity of Daily Living; (c) were prevented from working at a job or doing housework; or (d) had a condition including autism, cerebral palsy, Alzheimer's disease, senility, or mental retardation. Finally persons who are under 65 years of age and who are covered by Medicare or receive SSI are considered to have a disability (and a severe disability).

➤ **REMINDER: SUBMIT APPLICATION ELECTRONICALLY AS AN EXCEL DOCUMENT. The signature page is the only page that should be sent as a pdf file.**

2020-2024 PRIORITIES and OTHER CONSIDERATIONS

HIGH PRIORITY

Support efforts to preserve, maintain, and provide access to affordable housing for homeless, low- moderate-income, underserved, and/or special needs residents. For example:

- Extend the useful life of existing affordable housing through rehabilitation loans, emergency repair grants, and weatherization programs (single-family, multi-family owned by non-profit agencies or the Greeley Housing Authority)
- Acquisition of property for new multi- or single-family development or for rehabilitation of existing structure to housing
- Infrastructure support of new multi- or single-family development
- Support for Habitat for Humanity
- Support organizations providing a public service that is directly related to housing (new or substantial increase to the number of persons benefiting from the service; service provides a collective impact)
- Support efforts to Affirmatively Further Fair Housing

Support efforts to revitalize neighborhoods of the Redevelopment District. For example:

- Install new or replace unsafe infrastructure, including curb and gutter, ramps, sidewalks, and street lights
- Reconstruct gravel alleys
- Plant trees in parkways
- Support the annual clean-up weekend and/or other activities that promote good property conditions

LOW PRIORITY

Support public facilities that serve the homeless, low- moderate-income, underserved, and/or special needs residents OR low- moderate-income neighborhoods.

Other Considerations

- No funding for maintenance/cosmetic improvements; facility improvements **will increase the number of LMI persons served; CDBG provides no more than 25% of project cost;** or the facility is located in LMI neighborhood and utilized by the residents of the neighborhood (generally City facilities)

Support public services that assist homeless, low- moderate-income, underserved, and special needs residents.

Other Considerations

- The service is new and addresses a clearly demonstrated need or gap in available service; **has 75% financial support other than CDBG; needs funding for a maximum of three years of CDBG support;** is not substantially similar to another service in the community or is provided by a collaborative effort
- Reduced amount available to public services; HUD allows 15% of grant annually, target a lesser percentage

Attachment B

2020-2024 Annual Projections

Improvements to neighborhoods in Redevelopment District

Installation of curb, gutter, sidewalks, drainage, etc.	164,000
Alley reconstruction (\$100,000/year)	100,000
Street lights (\$75,000 per year)	75,000
Parkway trees (\$15,000/year)	15,000
Clean-up events (public service-\$15,000/year)	15,000

Assist public facilities

Public facilities (\$30,000/year)	30,000
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Assist public service activities

Public service other than housing (\$20,000/year) (Example-CAC, cold weather shelter, Guadalupe)	20,000
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Administration

20% annually	168,000
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Housing

Housing rehab admin	20,000
Rehab loans - SF (\$23,000 per rehab) 3/year	69,000
Rehab grants (\$3,000 per grant - 3 per year)	9,000
Property acquired for housing-single family	40,000
Infrastructure support for single-family	
Property acquired for housing-multi-family	145,000
Infrastructure support for multi-family	
Rehab loans - multi-family	50,000
Support public services related to housing (Example-GTH, Navigation Center, Continuum)	25,000

Estimated expenditures

945,000

235,000

2022 CDBG Application Overview

Applicant/Request	\$ Request	Activity Cost	Request %	\$ Recommend
AFFORDABLE HOUSING				
CDBG activity: Support for affordable housing City of Greeley-Greeley Urban Renewal Authority Funding request: Provide funds that will serve as a placeholder for future housing activities. Developers/owners of affordable housing are then eligible to access these funds through GURA. Prior CDBG support: CDBG has set aside housing funds since 2020.	\$235,000	TBD	TBD	\$235,000
PUBLIC IMPROVEMENTS				
CDBG activity: Public facilities & infrastructure City of Greeley Public Works Funding Request: 5 th Street between 21 st and 15 th Avenue – new infrastructure; sidewalks, ramps; move utility poles; other as noted in application. Prior CDBG support: This activity will leave the Maplewood neighborhood (in which work has been done for the past five years) undone. The will be Phase I of the infrastructure project specific to 5 th Street. Staff note: Staff would prefer that the Maplewood neighborhood infrastructure be complete before moving to a new neighborhood. Ben is planning discussions on this topic; the application may change neighborhoods (with the funding recommendation remaining the same).	\$400,000	\$400,000	100%	\$453,300 plus project \$15,200 GURA project management; budget adjustments will be made in this activity
CDBG activity: Public facilities & infrastructure City of Greeley Public Works Funding request: Continue with the reconstruction of alleys in the Billie Martinez (5 th to 10 th Streets, 23 rd Avenue to 11 th Avenue) neighborhood. Cost is \$12,000-\$15,000 per alley. Prior CDBG support: CDBG has provided support to alley reconstruction since 2019.	\$125,000	\$175,000	71%	\$125,000 plus \$1,500 GURA project management
CDBG activity: Public facilities & infrastructure City of Greeley CP&R-Forestry Funding request: Plant trees in the parkways of the Redevelopment District. Forestry contracts with property owners to accept and care for the trees. Approximately 30 trees will be planted. Prior CDBG support: CDBG has provided supported the planting of parkway trees since 2013.	\$15,000	\$18,000	83%	\$15,000 plus \$800 GURA project management
PUBLIC FACILITY				
CDBG activity: Public facilities & Improvements Connections for Independent Living Agency focus: Persons with disabilities Funding request: Assist with ADA improvements, including front entrance and handrails from parking Prior CDBG support: This agency has not received CDBG since 2012	\$10,000	\$22,429	45%	\$10,000 plus \$1,200 GURA project management

Attachment C

Applicant/Request	\$ Request	Activity Cost	Request %	\$ Recommend
PUBLIC SERVICES-NEIGHBORHOOD IMPROVEMENT				
CDBG activity: Public Service City of Greeley Public Works/Streets Funding request: Support for the annual clean-up weekend landfill costs. This activity can only move forward annually if the percentage of area benefit stays above 51% LMI. It has been close to not meeting that threshold the past couple of years. 2022 will be the 47 th clean-up. Prior CDBG support: CDBG has supported this weekend event for at least 25 years.	\$15,000	\$90,096	17%	\$15,000
PUBLIC SERVICES-NON-PROFIT ASSISTANCE				
CDBG activity: Public Service A Woman's Place Agency focus: Shelter and support for persons experiencing domestic violence Funding request: Support salary costs for a housing advocate; assist with cost of printer/scanner. This is a new position A Woman's Place is trying to fund. Prior CDBG support: CDBG has not supported this service in the past.	\$10,134	\$20,680	49%	\$0.00
CDBG activity: Public Service Boys & Girls Club Agency focus: Children and youth Funding request: Support the licensed therapist position who is providing youth services in the form of group therapy, clinical services, case consultation, youth and family needs assessment, parental skill-building, and staff training. This is a position funded by "restricted funds" now (i.e. there is a donation that is only to be used for this use). They are trying to extend the life of the restricted funds through CDBG support. Prior CDBG support: CDBG has not supported this service in the past.	\$10,000	\$60,000	16%	\$0.00
CDBG activity: Public Service United Way Agency focus: Improve the lives of Weld County residents by tackling residents' most pressing concerns Funding request: Support salary(ies) of Cold Weather Shelter staff with direct contact to shelter guests. Prior CDBG support: CDBG supported United Way and the shelter in 2016, 2017, 2019, 2020, 2021.	\$25,000	\$413,362	6%	\$20,000
CDBG activity: Public Service Catholic Charities/Guadalupe Community Center Agency focus: Shelter and case management for homeless persons Funding request: Support for salary costs of a housing navigator, who sole focus is on housing (locating housing and other housing-related issues) for homeless shelter guests. Prior CDBG support: CDBG has provided support to case management at Guadalupe since 2017.	\$15,000	\$41,778	36%	\$10,000

Attachment C

Applicant/Request	\$ Request	Activity Cost	Request %	\$ Recommend
PUBLIC SERVICES-NON-PROFIT ASSISTANCE CONTINUED				
CDBG activity: Public Service Senior Resource Services dba 60+ Ride Agency focus: Persons age 60+ Funding request: Support for staff (1-3 part time drivers) dedicated exclusively to the transportation program which provides transportation for persons 60 and older and, during COVID, pick-up and delivery of groceries and medical-related items. Prior CDBG support: CDBG has provided support to the 60+ Ride program since 2019.	\$10,000	\$31,400	32%	\$10,000
CDBG activity: Public Service Greeley Transitional House Agency focus: Shelter and case management for families experiencing homelessness Funding request: Support salary costs for staff providing housing case management. Prior CDBG support: CDBG has provided support to the housing case management program at the Transitional House since 2016.	\$10,000	\$47,997	23%	\$10,000
CDBG activity: Public Service Northern Colorado Veterans Services Agency focus: Support/case management for Veterans Funding request: Support for Peer Navigation Support staff who work directly with low-moderate-income veterans to help them with housing, employment, physical and mental health, systems navigation, etc. Prior CDBG support: CDBG will provide support to the Peer Navigator Program with 2021 funds. Staff note: The application is not complete. Funding is contingent on their performance with the 2021 grant. HUD has not yet awarded 2021 funds, and this is a new-to-CDBG agency.	\$25,000	\$55,000	45%	\$10,000 (See Staff Note)
Totals	\$1,075,634			\$1,100,000

Potential Revenue				
2022 CDBG Grant				\$840,000
Available program income				109,033
Rehab program income (discontinue rehab after 2022)				136,765
Program income not yet received				14,202
Total				\$1,100,000

Public service total/% of anticipated grant: \$75,000/\$840,000 = 8.9%. HUD maximum is 15%. Board's earlier suggestion was 6%.

Citizens Committee Comments

The Committee met in person, with two people present. In general, the staff-presented budget was supported. Discussion and other notes follow.

- The number of applications that either directly or indirectly involved services to homeless persons was noted. Discussion centered on the number of homeless there seem to be and the continued need for housing.
- The recent downtown flooding due to hard rain in a short amount of time was discussed while discussing infrastructure projects. One Committee member plans to attend a City-sponsored open house where public input on a first phase of a large project to create an underground storm drain outfall system is requested.
- The Committee members present particularly support the Parkway Tree Planting program and the support to Senior Resource Services (60+ Ride). The 60+ Ride program is viewed as a means to address affordable housing issues by helping seniors maintain the at-home living status. The members were also very supportive of the alley reconstruction project.
- Staff noted (with regard to Public Services recommendations) that it was following Board's direction to reduce the number/amount of public services and return to "bricks and mortar" type activities. The best way to do that for the 2022 program year, staff felt, was to not fund new public service activities. Discussion on how to move forward with future reductions ensued, with the possibility of starting to stop funding to those agencies which have received CDBG funds the longest. This would possibly open doors for new agencies to be funded. Limiting funding of an agency to three years was also discussed.
- The Committee members were most supportive of infrastructure activities. The number of similar activities among applicants (specifically for housing case management/navigation) was noted. The Committee would prefer better collaboration among agencies, thus better collective impact.

Administrative Budget - Proposed

Funding/Program Year 2022

General Management, oversight, and coordination of CDBG

Personnel	\$153,000
Other office costs	15,000
TOTAL	\$168,000

- ♦Budget will increase/decrease to 20% of the CDBG grant.
- ♦HOME administration funds also provide administrative support.

Community Development Block Grant

Program Year 2022

1. Administration	\$168,000	
A. General Administration		\$168,000
2. Support Efforts to Preserve, Maintain, and Provide Affordable Housing	\$255,000	
A. TBD Affordable Housing Project		235,000
B. Housing Rehabilitation Loan Program		allocated
C. Housing Rehabilitation Grant Program		allocated
D. Catholic Charities-Guadalupe Housing Navigator		10,000 #
E. Greeley Transitional House-Housing Case Manager		10,000 #
2. Support Efforts to Revitalize Neighborhoods of the Redevelopment District	\$625,800	
A. Redevelopment District infrastructure improvements		468,500 *
B. Redevelopment District alley reconstruction		126,500 *
C. Redevelopment District parkways tree plantings		15,800 *
D. Clean-up Weekend		15,000 #
3. Support Public Facilities	\$11,200	
A. Connections for Independent Living-Reha for ADA		11,200
3. Support Public Services that Assist Homeless, LMI, Underserved, & Special Needs Residents	\$40,000	
A. Cold Weather Shelter (United Way)		20,000 #
B. Senior Resource Services		10,000 #
C. Northern Colorado Veterans Service Center		10,000 #
TOTAL PROJECTED EXPENDITURES		\$1,100,000
REVENUE EXPECTED		
2020 grant projected		\$840,000
Rehab Revolving Loan Funds		\$136,765
Program income		\$109,033
Program income July-December 2021		\$14,202
TOTAL PROJECTED REVENUE		\$1,100,000

NOTES:

* Activities include project management costs

Public services = approximately 8.9% if grant is 840,000

Budget will finalize in 2022 when actual grants and available program income are known

Recommendation - Funds +/- are adjusted within the infrastructure budget

GREELEY URBAN RENEWAL AUTHORITY

**RESOLUTION No. 1
SERIES 2021**

**RESOLUTION RECOMMENDING APPROVAL OF PROPOSED
COMMUNITY DEVELOPMENT BLOCK GRANT and
HOME INVESTMENT PARTNERSHIP PROGRAM BUDGETS
FOR 2022, AS AN ANNUAL COMPONENT OF THE CONSOLIDATED PLAN**

WHEREAS, the City of Greeley is eligible to participate in the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs, initiatives of the Federal Department of Housing and Urban Development; and

WHEREAS, an application for assistance from the program requires the preparation and adoption of a 5-year Consolidated Plan for the use of funds and then annual "Action Plans" that identify the needs of low- and moderate-income families and the funds needed to address them; and

WHEREAS, the City of Greeley is entitled to apply for approximately \$840,000 in CDBG and \$300,000 in HOME for the 2022 Annual Year; and

WHEREAS, after receiving appropriate citizen input and public participation for the CDBG program and review of the HOME budget within the 2022 Action Plan, budgets have been devised that identifies specific activities to be undertaken in 2022, and the funds recommended for each;

NOW, THEREFORE, BE IT RESOLVED by the Greeley Urban Renewal Authority that the attached CDBG and HOME 2022 program budgets are recommended for adoption in order to address the community development needs identified in the City's Consolidated Plan.

Signed and approved this 11th day of August 2022.

**GREELEY URBAN
RENEWAL AUTHORITY**

ATTEST:

Jediah Cummins – Board Chair

Benjamin L. Snow – Secretary

PART 5 - CERTIFICATIONS

By signature below, the undersigned declares the information in the application to be true and the best available at the time of application and acknowledges the following statements:

☒ I have read "Playing by the Rules, a Handbook for CDBG Subrecipients on Administrative Systems"

☒ I am familiar with the requirements of 24 CFR 570 and 2 CFR 200 as pertains to this activity.

☒ This agency has written policies and procedures (1) of a general/administrative/hiring nature; (2) addressing financial management requirements for subrecipients of CDBG funds; (3) for maintenance of CDBG award and activity records, and (4) for procurement, as applicable to this activity.

1. That entering into an agreement involving CDBG funds carries with it responsibilities of crosscutting issues regarding financial management, environmental, labor standards, acquisition, relocation, and fair housing (as applicable to your application). A Toolkit providing applicable statutory requirements, regulations, notices, HUD Handbooks, and other useful material can be accessed at: <https://www.onecpd.info/resource/34/cdbg-crosscutting-issues-toolkit-contents/>.
2. That all CDBG funded projects/activities shall be within the boundaries of the City of Greeley, Colorado and benefit only City of Greeley residents.
3. That no revised applications may be made in connection with this application once the deadline for applications has passed, unless revisions and/or additional documentation are requested by GURA or other City staff, the Citizens Committee for Community Development, the GURA Board of Commissioners, or the Greeley City Council.
4. That past program and financial performance will be considered in reviewing this application.
5. That, if funding for the activity is recommended, GURA reserves the right to reduce and/or cancel the allocation if federal entitlements are canceled, reduced, or rescinded.
6. That, if the activity is funded, public facilities acquired or improved with more than \$25,000 in CDBG funds must be maintained in the same capacity as funded for a period of five years after the activity is formally closed out by GURA. The City will secure its rights under this requirement by Beneficiary Use covenant and reserves the right to inspect the facility during the five year period to substantiate compliance. In some cases, a BUC may be used on funding less than \$25,000.
7. That, if funded, a written executed agreement would be required between the applicant and the City of Greeley.
8. That, if funded, GURA will perform a National Environmental Policy Act review **prior to execution of a written agreement**. Beginning activity prior to completion of the environmental review could void the activity.
9. That, if the activity is funded, the applicant understands that CDBG funds are provided on a reimbursement basis and that supporting documentation and reports must be reviewed and accepted by GURA prior to issuing payment approval.
10. That the estimate provided is an application estimate only, and that, if the activity is funded, the appropriate procurement procedures must be followed.
11. That acceptance of a CDBG award carries with it responsibilities with regard to providing GURA with beneficiary and other reporting data, record maintenance, and adherence federal crosscutting regulations.
12. That the applicant possesses the legal authority to apply for CDBG funds and to implement the proposed activity.
13. That the governing body of the applicant agency authorizes the submission of this applicant.

Signature: _____

Date: _____

Printed Name: _____

Title: _____

Agency: _____

PENALTY FOR FALSE OR FRAUDULENT STATEMENTS: U. S. Code Title 18, Section 1001, provides that a fine of up to \$10,000 or imprisonment for a period not to exceed five years, or both, shall be the penalty for willful misrepresentation and the making of false, fictitious statements, knowing same to be false.

FOR GURA USE ONLY:

Application received by: _____

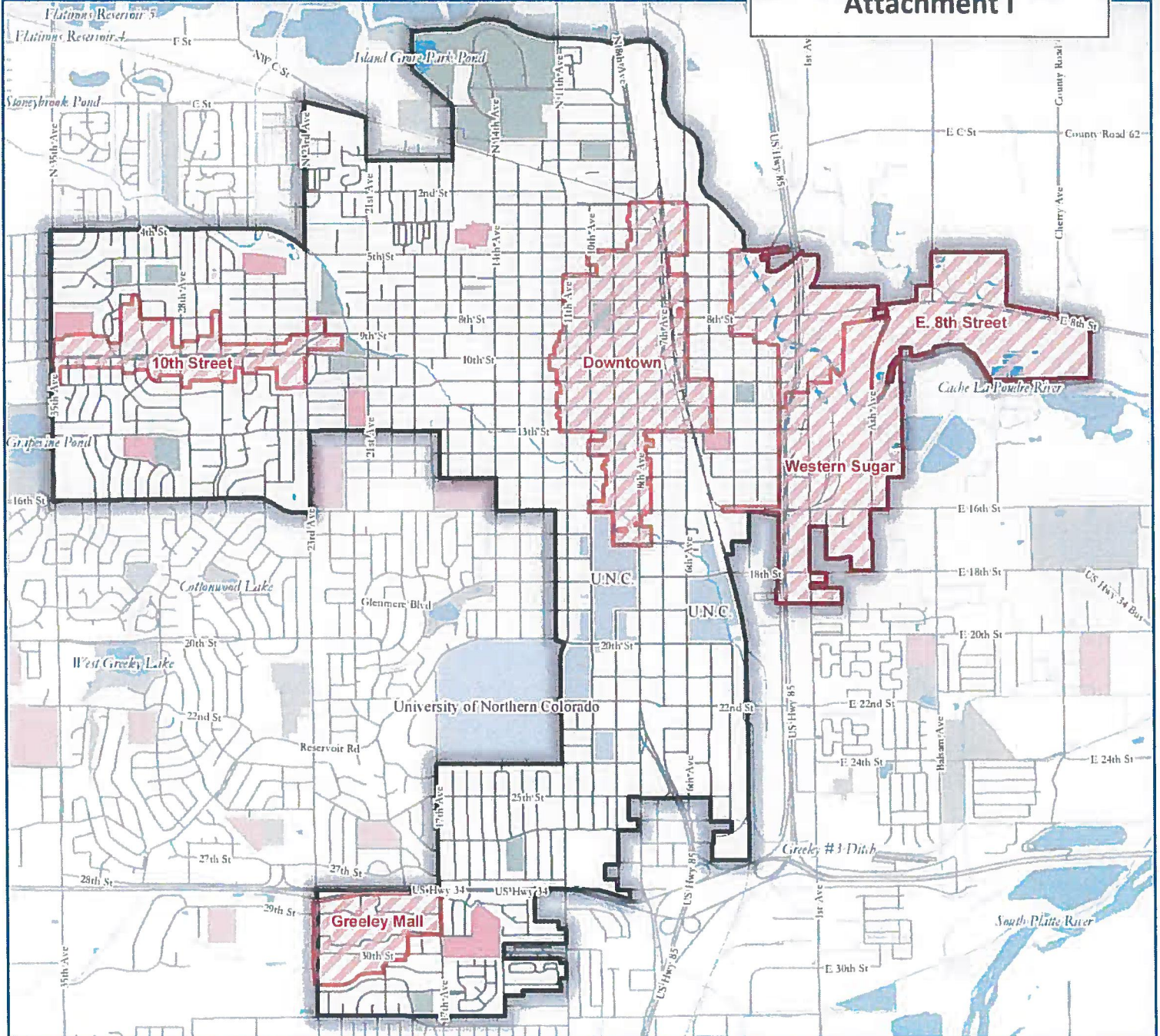
Date: _____

GURA Manager reviewed: _____

Date: _____

REDEVELOPMENT DISTRICT

Attachment I



Created: December 29, 2010
By: Planning, GIS

Legend



2010 Urban Renewal Boundary



Railroad



Waterbodies



TIF Districts



Public Schools



Universities



Parklands

GURA

10th Street
Western Sugar
Greeley Mall
E. 8th Street

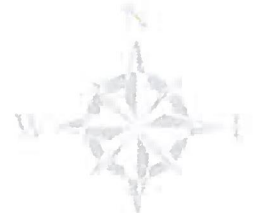
Other

Downtown

Notes:

All planimetric data was digitized from aerial photographs dated 1987, 1992, 1995, 2000, and 2005. Updates are continual and data representations will change over time. This product is not necessarily accurate to engineering or surveying standards but does meet National Mapping Accuracy Standards (NMAAS). The information contained within this document is not intended to be used for the preparation of construction documents.

Information contained on this document remains the property of the City of Greeley. Copying any portion of this map without the written permission of the City of Greeley is strictly prohibited.





COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - acquisition or construction-related activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Greeley Urban Renewal Authority Address: 1100 10th Street Suite 402
Contact person: J.R. Salas Title: GURA Manager
Phone number: 350-9383 Email: j.r.salas@greeleygov.com

If different from above, person authorized to request funds: _____

Phone # _____ Email: _____ Agency website: www.greeleygov.com

Applicant Type: ☒ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☐ Non-profit 501(c)(3) What year was non-profit status obtained? _____

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: _____ Agency tax ID number: 84-0748779

DUNS number: 112066225 Authorized signatory: J.R. Salas/Benjamin Snow/Jed Cummins

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Acquisition for housing
Description: Provide assistance to an affordable housing project. Funding awarded under this application may be used for land acquisition, infrastructure associated with an affordable housing development, reconstruction, rehabilitation of multi-family units, or other TBD housing activity.

What is the **primary objective** to be assisted through this request (choose one only):

- | | |
|---|--|
| ☐ Infrastructure (sidewalks, curb/gutter, street lights, alleys, etc.) | ☐ Infrastructure (trees in parkways) |
| ☐ Public facility expansion | ☒ Acquisition for housing |
| ☐ Public facility other rehab | ☒ Infrastructure for housing |
| ☐ Housing rehabilitation (SF) | ☐ Public facility ADA improvements |
| ☐ Housing rehabilitation (MF) | ☐ Other neighborhood improvements |
| ☐ Housing reconstruction | ☒ Housing reconstruction |

If you consider the objective to be housing-related, describe your reasoning:

A project has not been identified; however, funding through this application is to be used specifically for affordable housing.

Funding request:	CDBG request	<u>\$235,000</u>
	Other funding - SECURED	<u>Unknown</u>
	Other funding - UNSECURED	<u>Unknown</u>
	Total estimated cost to complete the activity	<u>\$235,000</u>

Provide the following: ☐ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

- H ☒ Support of affordable housing-acquisition or infrastructure H ☐ Neighborhood Support (infrastructure)
L ☐ Assistance to a Public Facility L ☐ Assistance to a Public Service (use public service application)

Activity must benefit either a **low-mod income area** OR **low-income clientele**. Complete either area or clientele benefit:

Will the activity benefit (check one) a **specific area**? ☐ Yes OR Is the **benefit to LMI clientele**? ☒ Yes

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood ☐ Farr Par/Hillside ☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC ☐ City-wide ☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If **LMI CLIENTELE** benefit, (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes If yes, check one presumed category below.

- | | | | |
|---|--|--|---|
| ☐ Battered spouses | ☐ Migrant farm worker | ☐ Illiterate adult | ☐ Abused children |
| ☐ Homeless person | ☐ Elderly persons (>= 60) | ☐ Person living with AIDS | ☐ Severely disabled adult ⁽¹⁾ |
| ☐ No | If no, check the appropriate box below. | | ☐ Unknown until project better defined |

☒ **At least 51%** of clientele are LMI. OR ☒ **All** clientele to be served by this activity are LMI households.

Proposed activity (check one):

☒ Activity has received CDBG funding in the past ☐ Activity hasn't received prior CDBG funding

Estimate number of clients currently served annually: _____ (unduplicated) _____ (duplicated)

If activity will benefit a public facility, what service is provided at the facility? (check the most appropriate box):

- | | | |
|--|---|---|
| ☐ Senior/Elderly | ☐ Substance abuse | ☐ Housing-related activities |
| ☐ Youth or child care | ☐ Crime prevention/awareness | ☐ Transportation |
| ☐ Health-physical or mental | ☐ Tenant/landlord counseling | ☐ Battered/abused spouses |
| ☐ Legal | ☐ Lead poisoning screening | ☐ Battered/abused youth/children |
| ☐ Persons with disabilities | ☐ Employment/training | ☐ Other: _____ |

Activity readiness: Proposed start date: 06/01/22 Proposed end date: TBD

Identify issues that could result in the activity not being ready to begin by May 1st (other than CDBG not yet available):

Lack of affordable land or building for rehab. RFP not ready as no suitable partnership found, other financial is not in place.
Environmental review is not complete.

Respond to these questions: What need/problem will be addressed and how will it impact/benefit a LMI area or household? How will you fund the activity if no CDBG funds are awarded? If this is a PUBLIC FACILITY activity, are at least 51% of the clientele Greeley residents? When and to whom is the facility open? Is the request for maintenance (i.e. carpet, paint)? Will CDBG help the agency stay in business and/or expand the ability to serve clientele? Describe how. Can the agency fund at least 75% of the activity cost? Attach a page, if additional space is needed.

There is a severe shortage of affordable housing in Greeley. This would be a collaboration with other partners to acquire site to develop or assist with infrastructure costs, provide assistance for multi-family rehab,etc. GURA may have to pursue other opportunities if developer/land cannot be identified – i.e. an acquisition/rehab.

Attach the following: ☐ Photos of proposed activity areas

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: TBD CDBG requested: \$235,000 CDBG %: Unknown
 CDBG funds requested as a ☐ Loan ☐ Grant ☒ Acquisition or improvements-silent/forgivable loan may be required
 Activity will generate program income: ☐ Yes ☐ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

No comment on program income until a project is identified.

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
<i>TBD</i>			
Total activity budget/percent secured			

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

The intent is to partner with an agency and or a developer who would apply for other funding such as tax credits, private activity bonds and other available state funding to acquire a site and construct new housing units.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
<i>CDBG</i>	<i>2020</i>	<i>\$200,000</i>	<i>Still to be determined; affordable housing place holder</i>

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

The City of Greeley and GURA have made a commitment to assist with creation of additional housing units to make up existing shortfall. Without local support other funding agencies might not consider funding for this project.

Attach the following: ☐ Most recent audit and audit letter ☐ Organization's current operating budget
☐ If available, five year budget plan ☒ Not applicable - City department/division/program
☐ Cost estimate for activity from contractor or city department

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

The Greeley Urban Renewal Authority is committed to neighborhood improvements and the maintenance and development of safe, decent, affordable housing for low and moderate income residents of the City of Greeley.

Number of years in operation: _____ ☒ Not applicable, City application

Agency operating budget: _____ # of paid staff: 2.5 # of volunteers yearly: _____

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

If construction related, experience with procurement/Davis Bacon/Section 3:

☐ None ☐ Minimal ☐ Average ☒ Significant, highly experienced

Will relocation be required? ☐ Yes ☐ No ☒ Unknown/need additional information

Experience with relocation? ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

GURA staff has 30+ years working with CDBG and HOME program requirements.

Agency's fiscal year: From 1-Jan To 31-Dec

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☐ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

GURA has been bidding and overseeing funded programs for 30+ years.

Include the following documents with the application:

- | | |
|---|--|
| ☒ Not applicable - City application | ☐ Proof of insurance |
| ☐ Resumes/Bios of key/executive staff | ☐ Organizational chart |
| ☐ Board of Directors terms served, terms remaining | ☐ Most recent audit or financial statements |
| ☐ Articles of Incorporation | ☐ Evidence of registration on the www.sam.gov website |
| ☐ Bylaws | ☐ IRS non-profit status notice [501(c)3 letter] |

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

GURA staff has annually managed the CDBG and HOME programs for the City of Greeley through a cooperation agreement. GURA oversight is by the EHH Director and Assistant City Manager Program policy and programs are set by the GURA board. Staff is knowledgeable of federal program requirements and responsibilities for compliance with regulations and reporting requirements. Staff provides GURA board with updates on program status. GURA is governed by a board of seven members of the community. A Citizens Committee for Community Development meets during the year to provide public neighborhood comments on federal grant programs.

☒ Liability insurance in this amount: \$ City-provided ☒ Satisfies bond requirements in 2 CFR 200

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance



COMMUNITY DEVELOPMENT BLOCK GRANT
2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Greeley Transitional House Address: 1206 10th Street Greeley CO 80631
Contact person: Nancy Wiehagen Title: Executive Director
Phone number: 0970-352-3215 Email: nancy@greeleyfamilyhouse.org

If different from above, person authorized to request funds:

Phone # _____ Email: _____ Agency website: www.greeleyfamilyhouse.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 1986

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: Oct-86 Agency tax ID number: 84-1045958

DUNS number: 16-865-4606 Authorized signatory: Nancy J Wiehagen

SAM.gov registered? ☐ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Landlord Support Program

These funds would provide support for a Greeley Family House Case Manager to coordinate the Landlord Support Program. With support from the City of Greeley, the GFH Landlord Support Program develops relationships with local landlords to expedite the process of renting to families leaving emergency shelter. Participating families are required to complete mandatory tenant education training, on-going case management support, and GFH staff conduct regular apartment inspections during this time. The goal of the program is increased landlord confidence in providing affordable housing by providing assurance that tenants will comply with their rental agreements with the aid of a strong support system.

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☐ Transportation ☒ Case management ☐ Neighborhood support ☒ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

The program provides a strategic effort to engage landlords to work with low and moderate income families exiting the emergency shelter housing. The program recruits and encourages landlords to work with Greeley Family House families in an exceptionally tight housing market creating affordable housing options that were not previously available in the community.

Funding request:	CDBG request	<u>\$10,000</u>
	Other funding - SECURED	<u>\$8,000</u>
	Other funding - UNSECURED	<u>\$29,997</u>
	Total estimated cost to complete the activity	<u>\$47,997</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☒ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☐ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☒ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☒ Currently receiving CDBG funds

☐ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: 300 (unduplicated) _____ (duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☒ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☐ Other: _____

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

The Greeley Family House is located in downtown Greeley. We serve all families experiencing homelessness in Weld County. The families must apply to be eligible for our services, including shelter at the GFH. No other agency in Greeley focuses on families experiencing homelessness. It costs \$30/family/night to provide this service. The Housing Case Manager has an annual salary of \$47,997.23 per year. During the 2020 grant cycle, 35 families were seen by the Housing Case Manager (which, if evenly split, would be a cost of \$1,371.35 per family cost) for 245 sessions (which if evenly split would be a cost of \$195.91 per session). This represents a reduced number of clients compared to "normal years" due to the continued COVID pandemic. GFH plan is to increase the number of families sheltered and served this fall, as the COVID restrictions are lifted.

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$47,997 CDBG requested: \$10,000 CDBG %: 23%

CDBG funds requested as a ☐ Loan ☒ Grant

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Emergency Shelter Landlord Recruitment & Retention	8000	Y	CO DOLA Grant
Emergency Shelter Landlord Recruitment & Retention	29997	N	individual & corporate donations
Emergency Shelter Landlord Recruitment & Retention	10000	N	CDBG
Total activity budget/percent secured	47997		

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

Summerfest is the Greeley Family House signature fundraiser and is occurring IN PERSON Saturday August 28, 2021. To date, 44 corporations, business and individuals have pledged \$70,000.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
CDBG Funds	2020	\$10,000	Emergency Shelter Public Services Activities
CDBG Funds	2019	\$10,000	Emergency Shelter Public Services Activities
CDBG Funds	2018	\$10,000	Emergency Shelter Public Services Activities
CDBG Funds	2017	\$10,000	Emergency Shelter Public Services Activities
CDBG Funds	2016	\$10,000	Emergency Shelter Public Services Activities

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

The Greeley Family House has a diverse revenue base with 29% coming from the signature fundraiser in 2020. 10% came from private foundations and 24% from private individuals. The remainder of our funding comes via government grants. We would have to find other ways to fund a portion of our Case Manager's salary if we did not receive any funds. Given how difficult it is to secure personnel costs from other sources, particularly within the homelessness services industry, we are fairly dependent on these CDBG funds.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

To provide temporary housing and support services for families experiencing housing instability

Number of years in operation: 36 ☐ Not applicable, City application

Agency operating budget: \$437,783 # of paid staff: 9 # of volunteers yearly: 50

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☐ Elderly ☒ Homeless ☐ Other: Neighborhood residents
☐ Domestic Violence ☐ Youth ☐ Persons needing transitional housing ☐ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

The Greeley Family House has been receiving and successfully administering federal funding for over 30 years.

Agency's fiscal year: From January To December

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☒ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

I continue to learn on this grant and consider my level of administration to be average. I am very appreciative of the expertise of Carol Larson, who patiently assists me when necessary.

Include the following documents with the application:

☐ Not applicable - City application	☒ Proof of insurance
☒ Resumes/Bios of key/executive staff	☒ Organizational chart
☒ Board of Directors terms served, terms remaining	☒ Most recent audit or financial statements
☒ Articles of Incorporation	☒ Evidence of registration on the www.sam.gov website
☒ Bylaws	☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

The Greeley Family House Board of Directors is comprised of 12 diverse members that reflect the demographics of the families we serve. Our board has the capacity to have 15 members, and we are actively seeking more members. The Case Manager responsible for the Landlord Support Program is directly supervised by the Executive Director, as overseen by the board. All of all GFH's HUD reviews, evaluations, and audits remain positive, demonstrating a capacity to successfully administer grant funding. To streamline and improve our administrative systems, we recently hired a contracted grant-writer to assist with fund development strategies, and moved from a bookkeeper model to a contracted accountant for more effective administrative use of funds.

☒ Liability insurance in this amount: \$ 2,000,000 ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

	A	B	C	D
1		Greeley Transitional House dba Greeley Family House		
2				
3				
4		REVENUE	2021	
5		Private Foundation Funding		
6		A V Hunter Trust	10,000	
7		Anschutz Family	-	
8		CARHOF	-	
9		Ernest Martin Family Fund	3,000	
10		George Doering	15,000	
11		Monfort Family Foundation	15,000	
12		Northern Colorado United for Youth	-	
13		Osprey Tree Foundation	6,300	
14		WeldWerks		
15		United Way Youth Leadership Council	-	
16		Private Foundation Funding Totals	\$ 49,300	
17				
18		Special Events & Fundraisers		
19		SummerFest Fundraiser	155,000	
20		Colorado Gives Day	14,292	
21		Ace Hardware Round Up Campaign	8,500	
22		Home is Where the Heart Is	5,000	
23		Miscellaneous local fund raisers	5,000	
24		Christmas Card Campaign	5,000	
25		Friends of the House	3,600	
26		Special Events & Fundraisers	\$ 196,392	
27				
28		Government Grants & Programs		
29		Emergency Food & Shelter Grant (FEMA) UW Administered	15,120	
30		Federal Supportive Grant NFR Rapid Rehousing Program (HUD)	43,863	
31		Emergency Shelter Grant Rapid Rehousing (HUD)	37,500	
32		Emergency Shelter Grant (DOLA)	16,238	
33		NS2G Grant (DOLA)	11,250	
34		City of Greeley (CDBG Grant)	7,500	
35		Weld County CSBG Grant	10,000	
36		Housing Stability Collective Impact (UW funded and administered)	15,000	
37		United Way Designated Donations	3,000	
38		Government Grants & Programs Totals	\$ 159,471	
39				
40		Donations:		
41		Donations	13,000	
42		Board Members	4,320	
43		Donation Totals	\$ 17,320	
44				
45		Other Income		

	A	B	C	D
46		Camfield Corner - Prop. Mgmt.	5,700	
47		Camfield Corner - Case Management	9,600	
48		Other Income Totals	\$ 15,300	
49				
50		Total Revenue	\$ 437,783	
51				
52				
53				
54		Expenses		
55				
56		Salaries	\$ 265,000	
57		Benefits	\$ 27,000	
58		Accounting	\$ 7,200	
59		Audit	\$ 7,900	
60		Form 990 Tax Filing	\$ 1,750	
61		Advertising/Marketing	\$ 450	
62		Bank Charges	\$ 300	
63		Federal Supportive Grant NFR Rapid Rehousing Program (HUD)	\$ 17,563	
64		NS2G Grant (DOLA)	\$ 11,250	
65		Grant Writer	\$ 3,500	
66		Dues/Subscriptions	\$ 1,200	
67		Employee Appreciation	\$ 500	
68		Fundraising	\$ 47,000	
69		Insurance/Shelter	\$ 7,900	
70		Insurance/Directors & Officers	\$ 1,020	
71		Interest Payments - Line of Credit	\$ 2,000	
72		Mortgage Payments	\$ 2,000	
73		Mileage Reimbursement	\$ 600	
74		Miscellaneous Expenses	\$ 250	
75		Office Supplies	\$ 2,000	
76		Operating Supplies	\$ 1,000	
77		Postage	\$ 300	
78		Property Taxes	\$ 300	
79		Repairs & Maintenance	\$ 3,000	
80		Telephone	\$ 5,100	
81		Training/Planning	\$ 1,000	
82		Utilities & Trash - 1206 10th Street	\$ 17,000	
83		Volunteer Recognition	\$ 500	
84		Unemployment bond		
85		Workmen's Comp.	\$ 3,200	
86		Total Expenses	\$ 437,783	
87				
88				
89		Net Income	\$0	



COMMUNITY DEVELOPMENT BLOCK GRANT 2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Catholic Charities Address: 1442 N. 11th Avenue, Greeley CO 80631

Contact person: Enita Kearns-Hout Title: Weld County Regional Director

Phone number: 970-616-8604 Email: ekearns-hout@ccdenver.org

If different from above, person authorized to request funds: Darren Walsh, President and CEO

Phone # 303-742-0828 Email: grants@ccdenver.org Agency website: www.ccdenvr.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☒ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 1946

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: 4/27/1928 Agency tax ID number: 84-0686679

DUNS number: 07-834-2276 Authorized signatory: Darren Walsh, President and CEO

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Housing Navigator

This request supports the salary of the Guadalupe Shelter Housing Navigator, whose sole focus is housing location and support services. Services begin from day one at the shelter, assessing residents' barriers to housing, providing recommendations to overcoming barriers, conducting affordable housing search and support of the residents from the application process, apartment visitation and landlord appointments, to advocating for residents with past evictions, felony or other occurrences that complicate acquiring a lease. The Housing Navigator reviews the lease with the resident to assure an understanding of the terms and to ensure unreasonable charges are not written into the agreement. An important facet of the Navigator's role is to develop relationships with individual property owners as well as large property management companies. Our Navigator worked for TRI Property Management for 8 years and has outstanding knowledge and established relationships.

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☐ Transportation ☐ Case management ☐ Neighborhood support ☒ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

Our agency focus is to support and guide our residents to move from homelessness to stable housing. Having a home gives someone the ability to keep themselves and their belongings safe. A home is a secure platform that allows for improved stability in emotional and physical health, employment and financial status. For children, a home offers school continuity, preventing education disruptions that can cause an estimate of 3-6 month education loss with every move.

Funding request:	CDBG request	<u>\$15,000</u>
	Other funding - SECURED	<u>\$26,778</u>
	Other funding - UNSECURED	<u>\$0</u>
	Total estimated cost to complete the activity	<u>\$41,778</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☒ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☐ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit?

☐ Sunrise Park

☐ 10th Street corridor

☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☒ Yes

If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☒ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI.

OR ☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☒ Currently receiving CDBG funds

☐ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: 300 (unduplicated) 0 (duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☒ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☐ Other: _____

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

Catholic Charities Weld County Regional operation, housed at Guadalupe Community Center and Shelter, is located in Greeley. Although there are other service providers for the homeless in Greeley, Guadalupe Community Center is the only shelter in Greeley (and Weld County) that provides services to both single individuals as well as families. The Housing Navigation Program is a critical service offered to residents of the Guadalupe Shelter. Similar services are provided by partnering agencies that serve homeless individuals such as the Greeley Family House, Volunteers of America and others. If the Housing Navigator serves 300 clients this year, the per unit cost for this service will be \$139.26. The request is for partial support of the Housing Navigator's salary.

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDSEstimated cost of activity: \$41,778 CDBG requested: \$15,000 CDBG %: 36%CDBG funds requested as a ☐ Loan ☒ GrantActivity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

N/A

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Personnel	26,778	Y	Agency Budget
Personnel	15,000	N	CDBG
Total activity budget/percent secured	41,778	64%	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

Amount listed represents salary for the Housing Navigator, which is accounted for in the agency's annual budget and is covered by a variety of sources including individual and corporate donations, public and private grants, United Way, fundraising events, service contracts, fees for service, and miscellaneous income. Any amount not funded by CDBG will be covered by other agency sources.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
CDBG	2020	\$10,000	case management
CDBG	2019	\$10,000	case management
CDBG	2018	\$40,540	facility improvements
CDBG	2018	\$15,000	case management
CDBG	2017	\$15,000	case management

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

Our goal is to move shelter residents as quickly as possible into permanent, affordable housing so we can accommodate others who are waiting for our services. The Housing Navigator helps our clients locate and transition to permanent housing, making them less likely to return to homelessness. This benefits the people we serve as well as the community at large. As the only shelter in Weld County that serves individuals and families, CDBG funds are important in helping us to meet community needs. While we pursue a variety of funding sources, the number of people we serve depends on the amount of funds raised.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

As the charitable arm of the Archdiocese of Denver, and inspired by God's love and compassion, Catholic Charities extends the healing ministry of Jesus Christ to the poor and those in need.

Number of years in operation: 93 ☐ Not applicable, City application

Agency operating budget: \$38,142,548 # of paid staff: 539 # of volunteers yearly: 3,000

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☒ Elderly ☒ Homeless ☐ Other: Neighborhood residents
☐ Domestic Violence ☐ Youth ☒ Persons needing transitional housing ☒ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☐ Average ☒ Significant, highly experienced

Briefly describe your general experience with Federal grants:

Catholic Charities receives grants from the following federal agencies: Veterans Affairs, Homeland Security (Federal Emergency Management Agency), Health and Human Services, Housing and Urban Development, and Agriculture. The agency is reviewed through an OMB single audit on an annual basis.

Agency's fiscal year: From 1-Jul To 30-Jun

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☐ Average ☒ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

We have a long history of support from GURA beginning with Land Acquisition followed by capital construction funding for the Guadalupe Community Center and Shelter. A few years ago the Board approved funds to support the building of the Guadalupe Apartments, and window replacement for GCC. We have also received CDBG funds for case management services.

Include the following documents with the application:

☐ Not applicable - City application	☒ Proof of insurance
☒ Resumes/Bios of key/executive staff	☒ Organizational chart
☒ Board of Directors terms served, terms remaining	☒ Most recent audit or financial statements
☒ Articles of Incorporation	☒ Evidence of registration on the www.sam.gov website
☒ Bylaws	☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

Catholic Charities executive team consists of Darren Walsh, President/CEO; Phil Vottiero, CFO; Mike Sinnett, VP of Shelters; Jan McIntosh, VP of Family and Children's Services; Stacy Baum, VP of Marketing and Community Engagement; Maria Rightmyer, VP of Operations; and Natalie Link, VP of Human Resources. They oversee the agency's programs and administrative functions. In addition to the main office in Denver, Catholic Charities has three regional offices (Weld County, Larimer County, Western Slope), each of which has a regional director. Board members are selected based on their experience, skills, geographic representation, and fundraising ability. Members may serve up to two, three-year terms. CDBG-funded programs will be overseen by Enita Kearns-Hout, Weld County Regional Director.

☒ Liability insurance in this amount: \$ 1,000,000 ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

**Catholic Charities of the Archdiocese of Denver
Weld County - Guadalupe Shelter
Budget for Fiscal Year July 1, 2021 - June 30, 2022**

Revenue

Donations	592,914
United Way	30,240
Public Grants	65,000
Private Grants	362,800
Service Contracts	65,000
TOTAL	\$1,115,954

Expenses

Personnel	719,197
Occupancy	151,477
Employee Support	4,200
Food and Supplies	9,700
Contracted Services	12,100
Vehicles & Equipment	11,000
Direct Client Assistance	76,400
Postage, Printing, Advertising	2,800
Miscellaneous	10,625
TOTAL OPERATING	\$997,499

Depreciation & Amortization	13,226
Allocations & Transfers	132,647
TOTAL OPERATING & ADMIN.	\$1,143,372

BUDGET SURPLUS/(DEFICIT)	-\$27,418
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COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: A Woman's Place, Inc. Address: P.O. Box 71, Greeley, CO 80632

Contact person: Diane Heldt Title: Executive Director

Phone number: 970-351-0476 Email: Diane@awpdv.org

If different from above, person authorized to request funds: N/A

Phone # N/A Email: N/A Agency website: www.AWPDV.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 1980

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: 1978 Agency tax ID number: 84-0811596

DUNS number: 16-500-2965 Authorized signatory: Diane Heldt, Executive Director

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Housing Advocate
Description: A Woman's Place (AWP) respectfully requests \$10,134, or 49% of the costs for the "Housing Advocacy for Survivors of Domestic Violence Project". If awarded, the funding will be used to pay a portion of the position cost of the newly added Housing Advocate, as well as two laptops and accessories (e.g., cordless mouse, laptop bag and cords) and a portable printer/scanner for use in housing-related case management and advocacy. The Housing Advocate position was added 7/1/21 to allow us to meet the growing demand for housing assistance for survivors of domestic violence. The activities of the Housing Advocate center on assisting in the administration of AWP's housing program, including: housing paperwork, working with landlords and helping with housing program enrollment. The position is based at our safehouse in Greeley (address confidential).

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☐ Transportation ☐ Case management ☐ Neighborhood support ☒ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

The proposed funding is to support Housing Advocacy activities: a Housing Advocate at our agency and laptops and a portable printer/scanner for use during housing advocacy (e.g., when meeting with landlords or visiting prospective rental properties). The Housing Advocate assists the the administration of AWP's housing services, including comprehensive case management services (e.g., assistance securing and maintaining stable housing, connecting to appropriate community resources and providing strengths-based advocacy support).

Funding request:	CDBG request	<u>\$10,134</u>
	Other funding - SECURED	<u>\$7,349</u>
	Other funding - UNSECURED	<u>\$3,197</u>
	Total estimated cost to complete the activity	<u>\$20,680</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
 remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☒ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☐ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit?

☐ Sunrise Park

☐ 10th Street corridor

☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☒ Yes

If yes, check one presumed category below.

☒ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☐ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI.

OR

☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☐ Currently receiving CDBG funds

☒ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: 273 (unduplicated) 291 (duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☐ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☒ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☐ Other: _____

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

A Woman's Place (AWP) is located in Greeley. The majority of AWP's clients are from Greeley; in 2020, 55% of clients reported Greeley residence. The current request is for 49% of the project cost. Clients who are not from Greeley and are ineligible CDBG-beneficiaries will be provided housing services through alternative funding.

As the only domestic violence safehouse in Weld County, AWP is the only agency in Greeley that provides housing assistance and navigation to survivors of domestic violence.

The per unit (households) cost to provide this service is approximately \$129. This cost was calculated as follows:

Total Project Cost \$20,680 / Estimated number of households served per year 160 = \$129

AWP requests CDBG funding for Salary for our recently-added Housing Advocate position; and Supplies/Materials including: 2 laptops with accessories, and a portable printer/scanner for use in housing advocacy (e.g., scanning copies of leases, printing vital forms for clients in the field).

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDSEstimated cost of activity: \$20,680 CDBG requested: \$10,134 CDBG %: 49%CDBG funds requested as a ☐ Loan ☒ GrantActivity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

N/A

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
			<i>Emergency Solutions Grant, Northern Colorado Continuum of Care</i>
<i>Housing Advocate (Wages+Fringe)</i>	<i>7,329</i>	<i>Y</i>	
<i>Housing Advocate (Wages+Fringe)</i>	<i>10,000</i>	<i>N</i>	<i>CDBG</i>
<i>Housing Advocate (Wages+Fringe)</i>	<i>701</i>	<i>N</i>	<i>Other TBD</i>
<i>Laptops - 2 @ \$1,000 each</i>	<i>2000</i>	<i>N</i>	
<i>Laptop Accessories (laptop case, wireless mice, cords) 2 sets at \$200 e</i>	<i>400</i>	<i>N</i>	
<i>Portable Printer/Scanner</i>	<i>134</i>	<i>N</i>	<i>CDBG</i>
<i>Portable Printer/Scanner</i>	<i>116</i>		<i>Other TBD</i>
Total activity budget/percent secured	20,680	35.00%	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

We have not secured funding for 65% of the project cost. In the current proposal for CDBG funds, we request \$10,134, or 49%. The remaining \$3,217 (16%) will be sought from Daniels Fund in an application to be submitted in October 2021. If awarded, Daniels Fund monies are distributed by January 2022.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
CDBG	2018	\$6,500	New wheelchair ramp at our offsite location in Greeley.
City of Greeley-PD	2021	\$16,000	General Operations (Safehouse)
City of Greeley-PD	2020	\$16,000	General Operations (Safehouse)
City of Greeley-PD	2019	\$16,000	General Operations (Safehouse)
City of Greeley-PD	2018	\$16,000	General Operations (Safehouse)
City of Greeley-PD	2017	\$16,000	General Operations (Safehouse)

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

Please see attached "Financial Commitment Narrative".

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

Our mission is to shelter and help empower victims/survivors of domestic abuse to become safe, secure, and self-sufficient; and through education and collaboration to mobilize our community to help prevent domestic violence.

Number of years in operation: 44 ☐ Not applicable, City application

Agency operating budget: \$1,048,507 # of paid staff: 18 # of volunteers yearly: 14

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☐ Elderly ☐ Homeless ☐ Other: Neighborhood residents
☒ Domestic Violence ☐ Youth ☐ Persons needing transitional housing ☐ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☐ Average ☒ Significant, highly experienced

Briefly describe your general experience with Federal grants:

AWP is capable of handling diverse grant requirements from federal, state and local sources. As elaborated upon below, the agency has previously recieved CDBG funds. Furthermore, AWP has recieved and managed annual awards in excess of \$200,000 from the Office for Victims Program (OVP).

Agency's fiscal year: From 1-Jan To 31-Dec

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☐ Average ☒ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

AWP has experience with procurement for federal grants through administration of previous CDBG and OVP awards. As recently as 2018, AWP procured a new wheelchair ramp for our offsite facility in Greeley with CDBG funding in accordance with federal regulations with regards to conducting cost/price analyses and the selection, award and adminstration of bids.

Include the following documents with the application:

☐ Not applicable - City application ☒ Proof of insurance
☒ Resumes/Bios of key/executive staff ☒ Organizational chart
☒ Board of Directors terms served, terms remaining ☒ Most recent audit or financial statements
☒ Articles of Incorporation ☒ Evidence of registration on the www.sam.gov website
☒ Bylaws ☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

AWP's board meets monthly and is comprised of local professionals, law enforcement officers, judicial staff, attorneys, and business owners. The board is required to report hours and and certify their hours at meetings held 10 times a year. Additional meetings are held by the AWP Board Committees: Finance, Fundraising, Building Maintenance, and Policies and Procedures. The board is headed by a Chair and a Chair Elect. The board's Executive Committee is rounded out by a Secretary and Treasurer.

AWP's Executive Director is in charge of program management with various department heads handling sub-projects within their fields (legal, counseling, facilities management, childcare, outreach, etc.) For the program that is the subject of this CBDG application, the program manager will be Diane Heldt.

☒ Liability insurance in this amount: \$ 1,000,000 ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

A Woman's Place is the sole provider of housing services to survivors of domestic violence in Weld County and is thus uniquely positioned to provide assistance to this highly vulnerable population. Since the COVID-19 pandemic developed, we have experienced a heightened demand for our services and the challenge of keeping our clients and staff healthy while providing these crucial services. Furthermore, due to the pandemic, our clients have experienced additional difficulties transitioning out of the safehouse. To illustrate, in 2020, the average length of stay per client was 20.2 nights (up from 15.7 in 2019). Additionally, the percentage of clients who stayed beyond our typical 30-day program increased from 10.6% in 2019 to 15.5% in 2020 because affordable housing is increasingly difficult to secure.

For the past five years, housing assistance has been the most requested service on needs assessments completed by clients at intake. In response to this demand, we have expanded our housing program to provide additional assistance to clients that would allow them to seek and secure stable housing after they exit from our safehouse. Discussions with other housing providers in Northern Colorado revealed that most agencies have a position dedicated to the administration of housing services. In order to continue expanding this critical program, we are in need of a Housing Advocate.

To this end, we have been able to secure funding from the Emergency Solutions Grant/Northern Colorado Continuum of Care for a Housing Advocate. This funding covers a 6-month period beginning on July 1, 2021. If we are not awarded CDBG monies for the remainder of the position cost, we will have to suspend the position until further funding can be secured.

A WOMAN'S PLACE

2021 Budget Revision

	2021 Original Budget	2021 Budget Revision	Change
SUPPORT & REVENUE			
Government Grants & Contracts	492,552	672,401	179,849
Community Support	95,000	130,000	35,000
Fundraising Events	89,000	89,000	-
Foundation & Organization Grants	194,758	194,758	-
Investment & Endowment Income	35,000	45,000	10,000
Other Miscellaneous Income	6,400	14,027	7,627
TOTAL SUPPORT & REVENUE	912,710	1,145,186	232,476
OPERATING EXPENSES			
Personnel Expenses			
Gross Wages	487,072	545,481	58,409
Payroll Taxes	49,883	54,351	4,468
Employee Benefits	67,632	64,414	(3,217)
Other Personnel Expenses	3,071	3,071	-
Total Personnel Expenses	607,658	667,318	59,660
Contracted Services			
Audit Fees	9,249	9,075	(174)
Business Management Services	91,271	107,825	16,554
Counseling Contract - NRBH	20,000	24,000	4,000
Other Professional Service Fees	-	10,000	10,000
Total Contracted Services	120,520	150,900	20,380
Program Expenses			
Shelter Repairs & Maintenance	11,794	31,046	19,252
Shelter Utilities	27,540	24,388	(3,152)
Direct Client Assistance	13,525	72,625	59,100
Outreach & Marketing	3,700	2,300	(1,400)
Vehicle Expenses	2,301	1,601	(700)
Total Program Expense	58,860	131,959	73,099
Other Operating Expenses			
Shared Business Expenses	31,415	33,330	1,915
Depreciation Expense	53,000	60,000	7,000
Staff Development	5,000	5,000	-
Other Operating Expenses	89,415	98,330	8,915
TOTAL OPERATING EXPENSES	876,453	1,048,507	162,054
CHANGE IN FUND BALANCE	36,257	96,679	70,422
Transfer (to)/from Carryover Fund	(36,257)	(96,679)	(70,422)



COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - acquisition or construction-related activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: City of Greeley, Public Works Department Address: 1001 9th Avenue, Greeley, CO 80631
Contact person: Tom Hellen Title: City Engineer
Phone number: 970 350-9793 Email: tom.hellen@greeleygov.com

If different from above, person authorized to request funds:

Phone # _____ Email: _____ Agency website: www.greeleygov.com

Applicant Type: ☒ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☐ Non-profit 501(c)(3) What year was non-profit status obtained? _____

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: Not applicable Agency tax ID number: 84-6000593

DUNS number: 11-206-6225 Authorized signatory: Tom Hellen or Joel Hemesath

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a brief description of the proposed activity, including location (site address) if different from agency address:

Activity name: Infrastructure Improvements - Phase I 5th Street 21st to 15th Avenues

5th Street concrete sidewalk and driveway removal and replacement. Existing sidewalks that have deteriorated and are tripping hazards as well as old driveway entrances off of 5th Street that don't meet ADA standards will be replaced with those that do meet standards. Side streets off 5th Street may also be done in work areas, if it makes sense to do those at the same time. Driveway replacement is primarily in the city right-of-way, but may extend onto private property in order to meet ADA standards. Restoration of any damaged or disturbed landscaping or sprinkler systems due to the work being performed so that the property owner is left in a similar condition to prior the start of the work. Utility poles may also be relocated outside of sidewalks to remove obstructions. GURA staff note: Dependent on conversations occurring after packets go out, this application location may move back to the Maplewood neighborhood.

- | | |
|--|---|
| ☒ Infrastructure (sidewalks, curb/gutter, street lights, alleys, etc.) | ☐ Infrastructure (trees in parkways) |
| ☐ Public facility expansion | ☐ Acquisition for housing |
| ☐ Public facility other rehab | ☐ Infrastructure for housing |
| ☐ Housing rehabilitation (SF) | ☐ Other neighborhood improvements |
| ☐ Housing rehabilitation (MF) | ☐ Housing reconstruction |

If you consider the objective to be housing-related, describe your reasoning:

Funding request:	CDBG request	<u>\$400,000</u>
	Other funding - SECURED	<u>\$0</u>
	Other funding - UNSECURED	<u></u>
	Total estimated cost to complete the activity	<u>\$400,000</u>

Provide the following: ☐ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

- H ☐ Support of affordable housing-acquisition or infrastructure H ☒ Neighborhood Support (infrastructure)
L ☐ Assistance to a Public Facility L ☐ Assistance to a Public Service (use public service application)

Activity must benefit either a **low-mod income area** OR **low-income clientele**. Complete either area or clientele benefit:

Will the activity benefit (check one) a **specific area**? ☐ Yes OR Is the **benefit to LMI clientele**? ☐ Yes

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood ☐ Farr Par/Hillside ☒ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC ☐ City-wide ☐ Other (describe) Area is in Redevelopment District

OR Provide CensusTracts to benefit: _____

If **LMI CLIENTELE** benefit, (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes If yes, check one presumed category below.

- ☐ Battered spouses ☐ Migrant farm worker ☐ Illiterate adult ☐ Abused children
☐ Homeless person ☐ Elderly persons (>= 60) ☐ Person living with AIDS ☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed activity (check one):

☐ Activity has received CDBG funding in the past ☒ Activity hasn't received prior CDBG funding

Estimate number of clients currently served annually: _____ (unduplicated) _____ (duplicated)

If activity will benefit a public facility, what service is provided at the facility? (check the most appropriate box):

- ☐ Senior/Elderly ☐ Substance abuse ☐ Housing-related activities
☐ Youth or child care ☐ Crime prevention/awareness ☐ Transportation
☐ Health-physical or mental ☐ Tenant/landlord counseling ☐ Battered/abused spouses
☐ Legal ☐ Lead poisoning screening ☐ Battered/abused youth/children
☐ Persons with disabilities ☐ Employment/training ☐ Other: _____

Activity readiness: _____ Proposed start date: 1-Jun-22 Proposed end date: 30-Sep-22

Identify issues that could result in the activity not being ready to begin by May 1st (other than CDBG not yet available):

The activity is CDBG-funding dependent. The activity will not occur in 2022 without that funding. Delayed start would result in additional inflationary and staff costs. Weather delays on ongoing construction projects. Utility poles need to be relocated outside of the sidewalk area and that is dependent on a private utility company.

Respond to these questions: What need/problem will be addressed and how will it impact/benefit a LMI area or household? How will you fund the activity if no CDBG funds are awarded? If this is a PUBLIC FACILITY activity, are at least 51% of the clientele Greeley residents? When and to whom is the facility open? Is the request for maintenance (i.e. carpet, paint)? Will CDBG help the agency stay in business and/or expand the ability to serve clientele? Describe how. Can the agency fund at least 75% of the activity cost? Attach a page, if additional space is needed.

See attachment A for response to these questions. Also note, while infrastructure work has been done in the general area (23rd to 14th Avenues, 10th Street north to about 1st Street), there have been no CDBG funds along the proposed 2022 CDBG activity area. This Phase I of a multi-year activity along 5th Street.

Attach the following: ☒ Photos of proposed activity areas

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$400,000 CDBG requested: \$400,000 CDBG %: 100%

CDBG funds requested as a ☐ Loan ☒ Grant ☐ Acquisition or improvements-silent/forgivable loan may be required

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

Not Applicable

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
<i>Activity costs as will be noted in work description</i>	<i>400,000</i>	<i>N</i>	<i>CDBG</i>
Total activity budget/percent secured	<i>\$400,000</i>	<i>0.00%</i>	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

Not applicable, CDBG is the only unsecured funding source. NOTE: This is a multi-year activity. Costs noted are only for Phase I of the activity. The entire 5th Street project will most likely cost approximately \$750,000

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
<i>CDBG</i>	<i>2021</i>	<i>\$243,591</i>	<i>2021 Infrastructure Improvements (Central Greeley)</i>
<i>CDBG</i>	<i>2020</i>	<i>\$350,000</i>	<i>2020 Infrastructure Improvements (Central Greeley)</i>
<i>CDBG</i>	<i>2019</i>	<i>\$500,000</i>	<i>2019 Infrastructure Improvements (Central Greeley)</i>
<i>CDBG</i>	<i>2018</i>	<i>\$500,000</i>	<i>2018 Infrastructure Improvements (Central Greeley)</i>
<i>CDBG</i>	<i>2017</i>	<i>\$500,000</i>	<i>2017 Infrastructure Improvements (central Greeley)</i>

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

Public Works is a Department of the City of Greeley, Colorado. The City's General Fund is the typical funding source for Public Works projects. There are insufficient General Funds to complete the activity as described in a timely fashion.

Attach the following: ☐ Most recent audit and audit letter ☐ Organization's current operating budget
☐ If available, five year budget plan ☒ Not applicable - City department/division/program
☐ Cost estimate for activity from contractor or city department

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

Greeley promotes a healthy, diverse economy and high quality of life responsive to all its residents and neighborhoods, thoughtfully managing its human and natural resources in a manner that creates and sustains a safe, unique, vibrant and rewarding community in which to live and work.

Number of years in operation: _____ ☒ Not applicable, City application

Agency operating budget: _____ # of paid staff: _____ # of volunteers yearly: _____

Experience with Federal grants, in general: ☐ None ☐ Minimal ☐ Average ☒ Significant, highly experienced

If construction related, experience with procurement/Davis Bacon/Section 3:

☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Will relocation be required? ☐ Yes ☒ No ☐ Unknown/need additional information

Experience with relocation? ☒ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

Public Works has partnered with GURA to use CDBG funds for many years. Public Works also makes use of Department of Transportation and other federal grants, when available.

Agency's fiscal year: From January To December

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☐ Average ☒ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

See years of CDBG funds usage. Public Works and GURA partnered on all infrastructure projects listed.

Include the following documents with the application:

- | | |
|---|--|
| ☒ Not applicable - City application | ☐ Proof of insurance |
| ☐ Resumes/Bios of key/executive staff | ☐ Organizational chart |
| ☐ Board of Directors terms served, terms remaining | ☐ Most recent audit or financial statements |
| ☐ Articles of Incorporation | ☐ Evidence of registration on the www.sam.gov website |
| ☐ Bylaws | ☐ IRS non-profit status notice [501(c)3 letter] |

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

Greeley Public Works Engineering Division is responsible for, as part of its overall responsibilities, to provide for the design, construction, continuity, maintenance and operation of the City's infrastructure critical to the safe travel of pedestrians, accessible to all. Greeley's Public Works Dept. is accredited by the American Public Works Association, an international educational and professional association of public agencies, private sector companies and individuals dedicated to providing high quality public works goods and services. Greeley's Public Works Department is compliant with 375 applicable Best Management Practices established by the American Public Works Association. The City of Greeley Public Works Department, engineering department, would provide project management to design, provide specifications, Bid and Award the project to a qualified Contractor, and oversee construction with construction management and inspection. The City of Greeley has a complete specifications manual with regard to all subject infrastructure plus policy and procedure manuals for conducting the work.

- ☒ Liability insurance in this amount: \$ se ☒ Satisfies bond requirements in 2 CFR 200
- ☒ Pays payroll taxes ☒ Has Workman's Compensation insurance



COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - acquisition or construction-related activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: City of Greeley - Public Works Address: 1203 3rd Street
 Contact person: Jerry Pickett Title: Street Superintendent
 Phone number: 970-350-9335 Email: jerry.pickett@greeleygov.com

If different from above, person authorized to request funds: _____

Phone # _____ Email: _____ Agency website: _____

Applicant Type: ☒ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☐ Non-profit 501(c)(3) What year was non-profit status obtained? _____

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: _____ Agency tax ID number: 84-60000593

DUNS number: 11-206-6225 Authorized signatory: Jerry Pickett

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Alley Reconstruction

Description: Reconstruct graveled alleys with Recycled Asphalt Millings in GURA's re-development areas. Complete 14 alleys in the Billy Martinez area between 5th and 10th street between 11th and 23rd avenue.

What is the **primary objective** to be assisted through this request (choose one only):

- | | |
|--|---|
| ☒ Infrastructure (sidewalks, curb/gutter, street lights, alleys, etc.) | ☐ Infrastructure (trees in parkways) |
| ☐ Public facility expansion | ☐ Acquisition for housing |
| ☐ Public facility other rehab | ☐ Infrastructure for housing |
| ☐ Housing rehabilitation (SF) | ☐ Other neighborhood improvements |
| ☐ Housing rehabilitation (MF) | ☐ Housing reconstruction |

If you consider the objective to be housing-related, describe your reasoning:

Funding request:	CDBG request	<u>\$125,000</u>
	Other funding - SECURED	<u>\$50,000</u>
	Other funding - UNSECURED	_____
	Total estimated cost to complete the activity	<u>\$175,000</u>

Provide the following: ☐ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

- H ☐ Support of affordable housing-acquisition or infrastructure H ☒ Neighborhood Support (infrastructure)
L ☐ Assistance to a Public Facility L ☒ Assistance to a Public Service (use public service application)

Activity must benefit either a **low-mod income area** OR **low-income clientele**. Complete either area or clientele benefit:

Will the activity benefit (check one) a **specific area**? ☐ Yes OR Is the **benefit to LMI clientele**? ☐ Yes

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood ☐ Farr Par/Hillside ☒ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC ☐ City-wide ☐ Other (describe) GURA's Redevelopment Area

OR Provide CensusTracts to benefit: _____

If **LMI CLIENTELE** benefit, (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes If yes, check one presumed category below.

- ☐ Battered spouses ☐ Migrant farm worker ☐ Illiterate adult ☐ Abused children
☐ Homeless person ☐ Elderly persons (>= 60) ☐ Person living with AIDS ☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☒ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed activity (check one):

☒ Activity has received CDBG funding in the past ☐ Activity hasn't received prior CDBG funding

Estimate number of clients currently served annually: 3,000 (unduplicated) _____ (duplicated)

If activity will benefit a public facility, what service is provided at the facility? (check the most appropriate box):

- ☐ Senior/Elderly ☐ Substance abuse ☐ Housing-related activities
☐ Youth or child care ☐ Crime prevention/awareness ☐ Transportation
☐ Health-physical or mental ☐ Tenant/landlord counseling ☐ Battered/abused spouses
☐ Legal ☐ Lead poisoning screening ☐ Battered/abused youth/children
☐ Persons with disabilities ☐ Employment/training ☐ Other: _____

Activity readiness: Proposed start date: Jul-22 Proposed end date: October, 2022

Identify issues that could result in the activity not being ready to begin by May 1st (other than CDBG not yet available):

None

Respond to these questions: What need/problem will be addressed and how will it impact/benefit a LMI area or household? How will you fund the activity if no CDBG funds are awarded? If this is a PUBLIC FACILITY activity, are at least 51% of the clientele Greeley residents? When and to whom is the facility open? Is the request for maintenance (i.e. carpet, paint)? Will CDBG help the agency stay in business and/or expand the ability to serve clientele? Describe how. Can the agency fund at least 75% of the activity cost? Attach a page, if additional space is needed.

Public Works Street Division along with GURA mamnagement will identify a minimum of 14 alleys in the Billy Martinez area between 5th and 10th street and between 11th and 23rd avenue. Life span is 10-12 years depending on the volume of heavy trafic (trash trucks). The estimated cost is between \$12,000 and \$15,000 per alley. The process consists of removing 6-8 inches of material from the alley and replace with 6-8 inches of asphalt millings and then apply a liquid rejuvenate to seal the asphalt for increased life span.

Attach the following: ☐ Photos of proposed activity areas

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$175,000 CDBG requested: \$125,000 CDBG %: 71%
 CDBG funds requested as a ☐ Loan ☒ Grant ☐ Acquisition or improvements-silent/forgivable loan may be required
 Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
<i>Employee Salaries</i>	<i>\$55,000</i>		<i>CDBG</i>
<i>Equipment Screen Rental</i>	<i>\$10,000</i>		<i>CDBG</i>
<i>5,000 cubic yards of recycled asphalt millings</i>	<i>\$46,000</i>		<i>CDBG</i>
<i>Liquid Rejuvenate</i>	<i>\$13,000</i>		<i>CDBG</i>
<i>Sand</i>	<i>1,000</i>		
Total activity budget/percent secured	\$50,000		

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

N/A

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
<i>Spring Clean Up</i>	<i>2017-2021</i>	<i>\$15,000</i>	<i>annually; help pay for event; improves neighborhoods</i>
<i>Alley Reconstruction</i>	<i>2019-2021</i>	<i>\$150,000</i>	<i>Pay for labor, rental equipment, and material</i>

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

The Public Works Street Division has been re-constructing alleys with Recycled Asphalt Millings for the past 20 years and have completed an average of 4.5 alleys per year. There are 127 alleys in the redevelopment area that still need to be re-constructed. By only completing 4.5 per year, it will take 28 years to complete. If funding is approved and the Public Works Street Division can complete 12 to 15 alleys per year all remaining alleys would be completed in 8.5 to 10.5 years.

Attach the following: ☐ Most recent audit and audit letter ☐ Organization's current operating budget
☐ If available, five year budget plan ☒ Not applicable - City department/division/program
☐ Cost estimate for activity from contractor or city department

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

A City Achieving Community Excellent - WEASPIRE

Number of years in operation: _____ ☒ Not applicable, City application

Agency operating budget: _____ # of paid staff: 39 # of volunteers yearly: _____

Experience with Federal grants, in general: ☐ None ☒ Minimal ☐ Average ☐ Significant, highly experienced

If construction related, experience with procurement/Davis Bacon/Section 3:

☒ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Will relocation be required? ☐ Yes ☒ No ☐ Unknown/need additional information

Experience with relocation? ☒ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

The City's Streets Division has worked with GURA and CDBG grants for many years.

Agency's fiscal year: From January To December

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☒ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

The Streets Division has worked with GURA 30+ years on CDBG grants.

Include the following documents with the application:

☒ Not applicable - City application

☐ Proof of insurance

☐ Resumes/Bios of key/executive staff

☐ Organizational chart

☐ Board of Directors terms served, terms remaining

☐ Most recent audit or financial statements

☐ Articles of Incorporation

☐ Evidence of registration on the www.sam.gov website

☐ Bylaws

☐ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

Currently the Street Division Budget is \$50,000 reconstructing four alleys per year. There are 309 alleys in the City; 139 are graveled, 47 are paved, 7 are concrete and 116 have been reconstructed with recycled asphalt millings which has reduced dust, helps with drainage and provides a smooth driving surface.

☒ Liability insurance in this amount: \$ self-funded ☐ Satisfies bond requirements in 2 CFR 200

☐ Pays payroll taxes ☐ Has Workman's Compensation insurance



COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - acquisition or construction-related activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: City of Greeley, Forestry Address: 2631 52nd Ave. Court Greeley, CO 80634
Contact person: Shiloh Hatcher Title: Forestry Manager
Phone number: 970-351-5151 Email: shiloh.hatcher@greeleygov.com

If different from above, person authorized to request funds:

Phone # _____ Email: _____ Agency website: greeleygov.com

Applicant Type: ☒ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☐ Non-profit 501(c)(3) What year was non-profit status obtained? _____

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: _____ Agency tax ID number: 84-600593

DUNS number: 11-206-6225 Authorized signatory: Shiloh Hatcher

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a brief description of the proposed activity, including location (site address) if different from agency address:

Activity name: Parkway Reforestation Program

Description: *Within the Redevelopment District (in the older areas of Greeley), many mature trees that line the streets are rapidly declining and dying. In an effort to once again have appealing tree-lined streets in this area, we offer parkway trees to those property owners who commit to providing appropriate tree care in order to enhance their neighborhood. The activity proposed will purchase and install approximately 30 trees, if sufficient properties are identified.*

What is the primary objective to be assisted through this request (choose one only):

- | | |
|---|--|
| ☐ Infrastructure (sidewalks, curb/gutter, street lights, alleys, etc.) | ☒ Infrastructure (trees in parkways) |
| ☐ Public facility expansion | ☐ Acquisition for housing |
| ☐ Public facility other rehab | ☐ Infrastructure for housing |
| ☐ Housing rehabilitation (SF) | ☐ Other neighborhood improvements |
| ☐ Housing rehabilitation (MF) | ☐ Housing reconstruction |

If you consider the objective to be housing-related, describe your reasoning:

Funding request:	CDBG request	<u>\$15,000</u>
	Other funding - SECURED	<u>\$3,000</u>
	Other funding - UNSECURED	_____
	Total estimated cost to complete the activity	<u>\$18,000</u>

Provide the following: ☐ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

- H ☐ Support of affordable housing-acquisition or infrastructure H ☒ Neighborhood Support (infrastructure)
L ☐ Assistance to a Public Facility L ☒ Assistance to a Public Service (use public service application)

Activity must benefit either a **low-mod income area** OR **low-income clientele**. Complete either area or clientele benefit:

Will the activity benefit (check one) a **specific area**? ☒ Yes OR Is the **benefit to LMI clientele**? ☐ Yes

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood ☐ Farr Par/Hillside ☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC ☐ City-wide ☒ Other (describe) Redevelopment District

OR Provide CensusTracts to benefit: _____

If **LMI CLIENTELE** benefit, (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes If yes, check one presumed category below.

- ☐ Battered spouses ☐ Migrant farm worker ☐ Illiterate adult ☐ Abused children
☐ Homeless person ☐ Elderly persons (>= 60) ☐ Person living with AIDS ☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed activity (check one):

☒ Activity has received CDBG funding in the past ☐ Activity hasn't received prior CDBG funding

Estimate number of clients currently served annually: 35 (unduplicated) _____ (duplicated)

If activity will benefit a public facility, what service is provided at the facility? (check the most appropriate box):

- ☐ Senior/Elderly ☐ Substance abuse ☐ Housing-related activities
☐ Youth or child care ☐ Crime prevention/awareness ☐ Transportation
☐ Health-physical or mental ☐ Tenant/landlord counseling ☐ Battered/abused spouses
☐ Legal ☐ Lead poisoning screening ☐ Battered/abused youth/children
☐ Persons with disabilities ☐ Employment/training ☒ Other: U:\GURA\Forestry CDBG Photos\MAP C

Activity readiness: _____ Proposed start date: 29-Apr-22 Proposed end date: 22-Oct-22

Identify issues that could result in the activity not being ready to begin by May 1st (other than CDBG not yet available):

Inclement weather

Respond to these questions: What need/problem will be addressed and how will it impact/benefit a LMI area or household? How will you fund the activity if no CDBG funds are awarded? If this is a PUBLIC FACILITY activity, are at least 51% of the clientele Greeley residents? When and to whom is the facility open? Is the request for maintenance (i.e. carpet, paint)? Will CDBG help the agency stay in business and/or expand the ability to serve clientele? Describe how. Can the agency fund at least 75% of the activity cost? Attach a page, if additional space is needed.

Our objective is to replace overly mature, declining, hazardous and/or dying trees that have been removed along the parkways with new trees. This will enhance not only the individual properties on which trees are planted, but entire neighborhoods.

Attach the following: ☒ Photos of proposed activity areas

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$18,000 CDBG requested: \$15,000 CDBG %: 83%

CDBG funds requested as a ☐ Loan ☒ Grant ☐ Acquisition or improvements-silent/forgivable loan may be required

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Parkway Reforestation	3,000	N	City of Greeley, Forestry
Parkway Reforestation	15,000	N	CDBG
Total activity budget/percent secured	18,000		

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

Our portion of the unsecured funding, averaging \$3,000 per year, comes from permits we issue for parkway tree trimming and removals. This is not something that is budgeted for but, instead, is collected throughout the year through billing for those permits. If these funds are not received, we are unable to plant any parkway trees.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
City of Greeley	2021	\$3,000	Parkway reforestation
CDBG	2021	\$20,000	Parkway reforestation
City of Greeley	2020	\$3,000	Parkway reforestation
CDBG	2020	\$20,000	Parkway reforestation
City of Greeley	2019	\$3,000	Parkway reforestation
CDBG	2019	\$15,000	Parkway reforestation
City of Greeley	2018	\$3,000	Parkway reforestation

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

The City funds for this project, averaging \$3,000 per year, are generated by parkway permit income. This is not a budgeted item out of our operating expenses. We purchase as many parkway trees as possible from those fees, but we could do this project on a much larger scale with additional funding from CDBG for trees and contracted planting costs.

Attach the following: ☐ Most recent audit and audit letter ☐ Organization's current operating budget
☐ If available, five year budget plan ☒ Not applicable - City department/division/program
☐ Cost estimate for activity from contractor or city department

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

A City Achieving Community Excellence (ACE)

Number of years in operation: _____ ☒ Not applicable, City application

Agency operating budget: _____ # of paid staff: 9 # of volunteers yearly: 20

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

If construction related, experience with procurement/Davis Bacon/Section 3:

☐ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Will relocation be required? ☐ Yes ☒ No ☐ Unknown/need additional information

Experience with relocation? ☐ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

We bid out all services and supplies related to this grant. We are aware that the successful bidder must have a valid DUNS number and be currently registered on SAM.gov. We also advertise the bid in the local media.

Agency's fiscal year: From 1/1/2022 To 12/31/2022

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☒ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

GURA helps us by providing guidance on the application process, timelines for benchmark requirements and proper execution of the grant. We request review of purchasing documents through GURA so that all guidelines are met.

Include the following documents with the application:

☒ Not applicable - City application

☐ Proof of insurance

☐ Resumes/Bios of key/executive staff

☐ Organizational chart

☐ Board of Directors terms served, terms remaining

☐ Most recent audit or financial statements

☐ Articles of Incorporation

☐ Evidence of registration on the www.sam.gov website

☐ Bylaws

☐ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

We have the capacity to easily manage the funding and completion of the project. We have no specific board requirements or specifications. Program is managed by the Forestry Manager and the Forestry Code Compliance Inspector. Forestry staff is also responsible for watering and follow-up care for the first three (3) years. We currently have no gaps in our administrative systems.

☒ Liability insurance in this amount: \$ self funded ☒ Satisfies bond requirements in 2 CFR 200

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance



COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: City of Greeley Public Works Address: 1203 3rd Street

Contact person: Jerry Pickett Title: Street Superintendent

Phone number: 970-350-9335 Email: jerry.pickett@greeleygov.com

If different from above, person authorized to request funds: _____

Phone # _____ Email: _____ Agency website: _____

Applicant Type: ☒ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☒ Other (specify) _____
☐ Non-profit 501(c)(3) What year was non-profit status obtained? _____

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: _____ Agency tax ID number: 84-60000593

DUNS number: 11-206-6225 Authorized signatory: Jerry Pickett

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Spring Clean-Up Event
47th Annual Spring Clean Up Event

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☐ Transportation ☐ Case management ☒ Neighborhood support ☐ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

Funding request:	CDBG request	<u>\$15,000</u>
	Other funding - SECURED	<u>\$38,096</u>
	Other funding - UNSECURED	<u>\$37,000</u>
	Total estimated cost to complete the activity	<u>\$90,096</u>

Provide the following: ☐ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☐ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☐ Support of affordable housing (incl. housing services)

H ☒ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☐ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☐ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit?

☐ Sunrise Park

☐ 10th Street corridor

☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit:

all but far West Census Tracts

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes

If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☐ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☐ No

If no, check the appropriate box below.

☐ At least 51% of clientele are LMI.

OR

☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☒ Currently receiving CDBG funds

☐ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually:

2,300

(unduplicated)

(duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☐ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☒ Other: Neighborhood Clean-Up

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

2022 will be the 47th Annual Spring Clean Up Program. The Program will be held at 11th Avenue and "H" Street. This program is for the entire community, however, intense efforts continue in the low-moderate-income neighborhoods, in order to reduce code violations and slum/blight by clean-up in these areas. In Addition to participating in the clean-up efforts for compliance, code violations will continue to be monitored and volunteers will continue to distribute flyers and help residents in these low-moderate-income neighborhoods. This program allows low-moderate-income neighborhoods to clean their properties very economically, which helps beautify the City and reduce code violations. In 2021, 2,387 vehicles passed through the gate. There were 1,253 from 80631 and 1,134 from 80634.

Part 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$90,096 CDBG requested: \$15,000 CDBG %: 17%

CDBG funds requested as a ☐ Loan ☒ Grant

Activity will generate program income: ☐ Yes ☐ No ☒ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

The funds received for residents using the drop-off site and selling scrap metals helps offset the cost to the City.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Drop Off Site Fees	\$24,000	N	unsecured
Selling Scrap Metal	\$13,000	N	unsecured
City Operating Budget	\$38,096.00	Y	secured
CDBG Grand	\$15,000		
Total activity budget/percent secured	\$90,096		

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

The drop off fees and selling scrap metal is unsecured due to not knowing the volume of residents utilizing the Clean-Up Program. If the City does not receive the CDBG Funds, the program could possibly be reduced or eliminated due to available funding.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
CDBG	2017-2021	\$15,000	Annual Spring Clean-up
CDBG	Pre-2005	\$15,000	Annual Spring Clean-up
CDBG	2019-2021	\$150,000	Alley Reconstruction

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

Without this program the cleanliness of the City would deteriorate with residents throwing their debris in alleys, ditches, right-of-ways. In Addition, code violations would increase.

Attach the following: ☐ Most recent audit and audit letter ☐ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

A City Achieving Community Excellent

Number of years in operation: _____ ☒ Not applicable, City application

Agency operating budget: _____ # of paid staff: 39 # of volunteers yearly: _____

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☐ Elderly ☐ Homeless ☒ Other: Neighborhood residents
☐ Domestic Violence ☐ Youth ☐ Persons needing transitional housing ☐ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

Spring Clean Up and Reconstruction of Graveled Alleys

Agency's fiscal year: From 1-Jan To 31-Dec

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☐ Average ☒ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

Have worked with GURA for many years on clean-up weekend

Include the following documents with the application:

☒ Not applicable - City application	☐ Proof of insurance
☐ Resumes/Bios of key/executive staff	☐ Organizational chart
☐ Board of Directors terms served, terms remaining	☐ Most recent audit or financial statements
☐ Articles of Incorporation	☐ Evidence of registration on the www.sam.gov website
☐ Bylaws	☐ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

2022 will be the 47th Annual Spring Clean Up Program. The Program will be held at 11th Avenue and "H" Street. This program is for the entire community, however, intense efforts continue in the low-moderate-income neighborhoods, in order to reduce code violations and slum/blight by clean-up in these areas. In Addition to participating in the clean-up efforts for compliance, code violations will continue to be monitored and volunteers will continue to distribute flyers and help residents in these low-moderate-income neighborhoods. This program allows low-moderate-income neighborhoods to clean their properties very economically, which helps beautify the City and reduce code violations.

☒ Liability insurance in this amount: \$ self-funded ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☐ Has Workman's Compensation insurance



MEMO

STREET MAINTENANCE DIVISION

DATE: June, 6th 2021

TO: Jerry Pickett, Street Division Superintendent

FROM: Jae Nickerson, Street Division Crew Supervisor

RE: Spring Clean-Up 2021

The Spring Clean-up was held April 23rd and 24th.

We hauled a total 563 tons of waste to the landfill.

In addition, we recycled the following:

100 cubic yards of tree limbs and lumber were brought to the Spring Clean-up site
70.3 Tons of appliances, scrap metal, scrap aluminum
114 Refrigerators & 19 Air Conditioners
1403 Tires

The total cost for Spring Clean-up was \$84,579.54. The crew worked on the clean-up for five (5) days. The Division took 67 loads to Anderson's. The Division hired 100 yard trailers, and they hauled 29 loads to the landfill.

There were 34 coupons used at the landfill that were purchased for trucks over one ton and trailers with more than one axle.

2,387 vehicles passed through the gate 1,253 were from 80631 and 1,134 were from 80634

SPRING CLEAN-UP LABOR COSTS				
Division	Regular Hours	Overtime Hours	Total # of Hours	Labor Cost
Street Division	364	222.5	586.5	\$23,633
Finance Division	20	20	40	\$261
Total	384	242.5	626.5	\$23,894

SPRING CLEAN-UP EQUIPMENT COSTS	
Equipment Costs	\$10,001

VOLUNTEER LABOR AND EQUIPMENT			
Company	Number of Hours	Cost per Hours	Total Cost
<i>Bucklen Equipment</i>	0	0	0
TOTAL	0	0	0

This is the savings through use of volunteer labor and equipment. 0

The following are donated services. The breakdown is as follows:

Contractors Labor & Equipment	0
Total Donations	0

There were no volunteer donations this year for Spring Cleanup.

The following are funds we received from GURA: the \$10.00 per load fee per vehicle, \$30.00 coupons, and selling of scrap metal.

Greeley Urban Renewal	\$15,000
Dumpsite Fees	\$23,898.05
Selling Scrap Metal	\$13,147
Coupon Fees	\$1,020
Fees for Tires Sold	\$0
Total	\$53,065.05

SUMMARY OR CHARGES TO BE PAID BY THE CITY FOR SPRING CLEAN-UP	
Labor cost (City Employees)	\$23,894
Equipment cost (City Equipment)	\$8,215
Recycle Refrigerant	\$253.49
Colorado Tire Recyclers	\$5,496.50
Bucklen Dump Fees	\$120
Landfill	\$24,525
Transfer Trucks and Trailers	\$18,807.55
Advertising	\$3,000
Food	\$268
Donations from GURA	(\$15,000)
Dump fees from citizen	(\$23,898.05)
Coupon fees	(\$1,020)
Fees for selling washers	0
Selling of scrap metal	(\$13,147)
TOTAL COST TO BE PAID BY THE CITY	\$31,514.49

This year's Spring Clean-up was very well organized and a huge success.

cc: Jerry Pickett, Streets
Jae Nickerson, Streets

Joy Meilinger Finance

S E R V I N G O U R C O M M U N I T Y • I T ' S A T R A D I T I O N

We promise to preserve and improve the quality of life for Greeley through timely, courteous and cost effective service.

The following are comparisons from 2017-2021

	2017	2018	2019	2020 FALL	2021	Difference Between 2020-2021
Labor Hours	731	969	917	678	586.5	(91.5)
Labor Costs	\$20,243	\$30,878	\$30,539	\$27,199	\$23,633	(3566)
Equipment Costs	\$3,410	\$6,542	\$7,683	\$10,001	\$8,215	(\$1786)
Days Staff Working Clean-up	5	7	8	5	5	0
Total Costs	\$50,938	\$75,022	\$76,476	\$70,742	\$84,579.54	\$13,837.54
Contractor Donations	\$12,660	\$13,395	\$16,140	\$3,240	0	(\$3,240)
Total Cost with Sponsor Donations	\$63,598	\$88,417	\$92,616	\$73,982	\$84,579.54	\$10,597.54
Tons to Landfill	536	591	677	487	563	76
Cost per Ton	\$118.65	\$149.61	\$136.80	\$151.91	150.23	(\$1.68)
Cubic Yards Mulched	105	12	24	24	100	76
Cubic Yards Organic Waste		0	0	0	0	0
Refrigerators Recycled	86	114	107	126	114	(12)
Tons Scrap Metal	42	78	65	58.5	70.3	11.80
Total Vehicles Using Dump Site	1,369	2,147	2,299	1,829	2,387	558
Coupons	40	46	38	25	34	9
Number of Tires	965	1,908	1,025	1,346	1,403	57

S:\Public Works\Street Div\Spring Clean-Up\2021 Spring Clean-Up Memo

S E R V I N G O U R C O M M U N I T Y • I T ' S A T R A D I T I O N

We promise to preserve and improve the quality of life for Greeley through timely, courteous and cost effective service.



COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - acquisition or construction-related activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Connections for Independent Living Address: 1331 8th Avenue, Greeley CO 80631-4601
 Contact person: Richard Rhinehart Title: Director of Communications
 Phone number: 970-352-8982 x1014 Email: rick@connections4il.org

If different from above, person authorized to request funds: Rochelle Mitchell-Miller
 Phone # 970-352-8982 x1014 Email: director@connections4il.org Agency website: https://connectionscolorado.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 1986

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)
 Date of incorporation: 7/5/1985 Agency tax ID number: 74-2418249
 DUNS number: 939506473 Authorized signatory: Rochelle Mitchell-Miller
 SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:
 Activity name: ADA Accessible Main Entry Improvements
Connections proposes the reconfigurations of the entryway, removing the inner door altogether, and to rebuild the outer door to allow for greater ease in passing and full accessibility for all peoples of any mobility level. In addition, Connections proposes to install a hand railing along the walkway from the parking lot to provide stability assistance to all, and to repair the exterior cement walkway to allow provide ease in travel to the entry from the organizations multiple accessible parking spaces.

What is the **primary objective** to be assisted through this request (choose one only):
☐ Infrastructure (sidewalks, curb/gutter, street lights, alleys, etc.) ☐ Infrastructure (trees in parkways)
☐ Public facility expansion ☐ Acquisition for housing ☐ Infrastructure for housing
☐ Public facility other rehab ☒ Public facility ADA improvements ☐ Other neighborhood improvements
☐ Housing rehabilitation (SF) ☐ Housing rehabilitation (MF) ☐ Housing reconstruction

If you consider the objective to be housing-related, describe your reasoning:
N/A

Funding request:	CDBG request	<u>\$10,000</u>
	Other funding - SECURED	<u>\$5,000</u>
	Other funding - UNSECURED	<u>\$7,429</u>
	Total estimated cost to complete the activity	<u>\$22,429</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

- H ☐ Support of affordable housing-acquisition or infrastructure H ☐ Neighborhood Support (infrastructure)
L ☒ Assistance to a Public Facility L ☐ Assistance to a Public Service (use public service application)

Activity must benefit either a **low-mod income area** OR **low-income clientele**. Complete either area or clientele benefit:

Will the activity benefit (check one) a **specific area**? ☐ Yes OR Is the **benefit to LMI clientele**? ☒ Yes

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood ☐ Farr Par/Hillside ☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC ☐ City-wide ☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If **LMI CLIENTELE** benefit, (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☒ Yes If yes, check one presumed category below.

- | | | | |
|---|--|--|--|
| ☐ Battered spouses | ☐ Migrant farm worker | ☐ Illiterate adult | ☐ Abused children |
| ☐ Homeless person | ☐ Elderly persons (>= 60) | ☐ Person living with AIDS | ☒ Severely disabled adult ⁽¹⁾ |

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed activity (check one):

☐ Activity has received CDBG funding in the past ☒ Activity hasn't received prior CDBG funding

Estimate number of clients currently served annually: 1,400 (unduplicated) _____ (duplicated)

If activity will benefit a public facility, what service is provided at the facility? (check the most appropriate box):

- | | | |
|---|---|---|
| ☐ Senior/Elderly | ☐ Substance abuse | ☐ Housing-related activities |
| ☐ Youth or child care | ☐ Crime prevention/awareness | ☐ Transportation |
| ☐ Health-physical or mental | ☐ Tenant/landlord counseling | ☐ Battered/abused spouses |
| ☐ Legal | ☐ Lead poisoning screening | ☐ Battered/abused youth/children |
| ☒ Persons with disabilities | ☐ Employment/training | ☐ Other: _____ |

Activity readiness: Proposed start date: 1-May-22 Proposed end date: 30-Sep-22

Identify issues that could result in the activity not being ready to begin by May 1st (other than CDBG not yet available):

Availability of building materials.

Respond to these questions: What need/problem will be addressed and how will it impact/benefit a LMI area or household? How will you fund the activity if no CDBG funds are awarded? If this is a PUBLIC FACILITY activity, are at least 51% of the clientele Greeley residents? When and to whom is the facility open? Is the request for maintenance (i.e. carpet, paint)? Will CDBG help the agency stay in business and/or expand the ability to serve clientele? Describe how. Can the agency fund at least 75% of the activity cost? Attach a page, if additional space is needed.

Connections for Independent Living serves individuals who live with disabling conditions in seven northeastern Colorado counties. Most of our clients are Greeley area residents, with greater than 80 percent being low to moderate income households. There are an estimated 133 current clients who live with some type of paralysis, many who use motorized wheelchairs for mobility.

See Attachment A for complete response.

Attach the following: ☒ Photos of proposed activity areas

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$22,429 CDBG requested: \$10,000 CDBG %: 45%

CDBG funds requested as a ☐ Loan ☒ Grant ☐ Acquisition or improvements-silent/forgivable loan may be required

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

N/A

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Entry Door and Wall Renovations - Moffat Glass	\$ 9,841.00	No	CDBG
Walkway Safety Railing and Concrete Work - PB Roche Solutions	\$ 4,245.00	No	CDBG + Connections
Low Energy Handicap Door Opener With Wireless Wave	\$ 2,542.92	No	Connections
Project Expenses - Door keying, electrical, installation	\$ 1,800.00	No	Connections
Project Administration Costs - Staff	\$ 2,000.00	Yes	Connections
Overage	\$ 2,000.00	Yes	Connections
Total activity budget/percent secured	\$ 22,428.92	18.00%	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

Connections will seek unsecured funding in support of this project through solicitations associated with the organization's 35th Anniversary Celebration in September 2021. Additional funding will be secured through donations received through annual year-end giving in association with Colorado Gives Day in December 2021. If the full amount necessary for the project is not received through these two giving periods, the Connections board of directors may decide to use funds from the organization's savings account, or possibly postpone the remodel project for a year or two.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
CDBG	2012	\$34,702	Property improvements - north entrance and north plaza, including replacement of sidewalks, pavement, asphalt parking, painting.

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

Connections is seeking CDBG funding in support of this remodel project to be allow scheduling of the renovations in mid-2022. The current automated door system is increasingly old and out of date, having been installed in 2010. During the winter season, the outer door sometimes does not open completely, and the battery-powered system can run low on power, potentially providing difficulty for dozens of wheelchair user clients visiting Connections for services. Without CDBG funding, the Connections board of directors will decide whether to use reserve savings, or to postpone the project until funding is available. If postponed, the system could have a greater risk of failure.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program
☒ Cost estimate for activity from contractor or city department

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

Connections challenges barriers, both physical and attitudinal, which restrict the rights and personal development opportunities of people with disabilities. Our mission is to promote the full inclusion and integration of people who live with all types of disabilities into all levels of society.

Number of years in operation: 35 ☐ Not applicable, City application

Agency operating budget: \$1,196,205.00 # of paid staff: 21 # of volunteers yearly: 10

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

If construction related, experience with procurement/Davis Bacon/Section 3:

☒ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Will relocation be required? ☐ Yes ☒ No ☐ Unknown/need additional information

Experience with relocation? ☒ None ☐ Minimal ☐ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

Connections for Independent Living has been receiving federal grant funding for greater than 35 years. Many of Connections inclusive programs for northeastern Colorado constituents rely on federal funding. As such, team members and leadership are familiar with federal reporting practices and policies.

Agency's fiscal year: From 1-Oct To 30-Sep

Experience with GURA as CDBG Administrator: ☒ None ☐ Minimal ☐ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

Connections Executive Director Rochelle Mitchell-Miller has had a year experience in serving with the Douglas County, Colorado CDBG program. She served on the grantor side of the process, working with applicants.

Include the following documents with the application:

- | | |
|--|---|
| ☐ Not applicable - City application | ☒ Proof of insurance |
| ☒ Resumes/Bios of key/executive staff | ☒ Organizational chart |
| ☒ Board of Directors terms served, terms remaining | ☒ Most recent audit or financial statements |
| ☒ Articles of Incorporation | ☒ Evidence of registration on the www.sam.gov website |
| ☒ Bylaws | ☒ IRS non-profit status notice [501(c)3 letter] |

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

Connections for Independent Living is a nonprofit organization governed by a six-person independent Board of Directors. Board members are appointed for an initial one-year term, then can serve up to two three-year terms. As of July 2021, there is one opening on the board. Board members are volunteers and must be aware of the organization's mission, policies, programs, and needs. Each serves as an active advocate and ambassador for the organization and engages in identifying and securing financial resources and partnerships. Board members are responsible for determining the mission and purpose of the organization, and oversee the performance of the executive director. For building improvement projects, the board maintains an active committee. This committee works with the executive director and key staff members in these projects, including management and disbursement of funding.

☒ Liability insurance in this amount: \$ 2000000 ☒ Satisfies bond requirements in 2 CFR 200

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

Attachment A

2022 CDBG Application – Connections for Independent Living

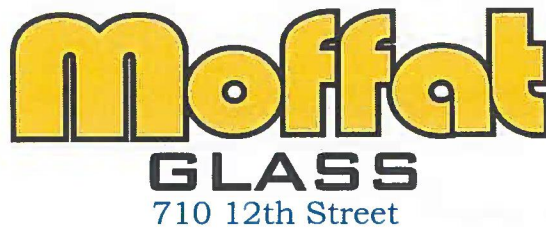
Response from Page 3 – Need/Problem to be Addressed

GURA Staff Note – The response below was removed from the application due to length of response and provided as an Attachment

Connections for Independent Living serves individuals who live with disabling conditions in seven northeastern Colorado counties. Most of our clients are Greeley area residents, with greater than 80 percent being low to moderate income households. There are an estimated 133 current clients who live with some type of paralysis, many who use motorized wheelchairs for mobility. Although we offer services by telephone and by remote video services, many clients prefer to visit our offices in person for consultation. Since mid-June 2021, regular office hours on weekdays have resumed, an action much appreciated by our clients. By reconfiguring the Connections front entry doors, wheelchair users and all with mobility challenges will have easier access to the Connections offices. This remodel, with the addition of an outside handrail for stability access, will allow for safe travel to and from the building's parking area. The current double doors can be particularly stressful for anyone with mobility challenges, specifically mobility devices such as wheelchairs, as the tight S-curve configuration with a floor-to-ceiling glass wall can be challenging to maneuver. The timing of the automated door opening from pressing the wall buttons can be too short, as the door can close faster than a first-time user can traverse the space. During the colder winter months, the outer automated door sometimes fails to work, and the battery-powered system can fail in exceptionally cold temperatures. Grant funding, along with annual building improvement budgeted dollars, and solicited donations, will allow Connections to rebuild this entry in mid-2022. If grant funding is not available, the remodel costs may use limited reserve funding which will require additional fundraising means, or be postponed a few years until sufficient funds are available. Connections-related sources will cover the majority portion of the costs of this remodel project.

Connections for Independent Living
Operating Budget
Fiscal Year 2021

Budget FY21	Administrative G&A	Board of Directors	CARES Act - COVID-19 (GR)	ILS	Total Indirect Costs	Total Part B	Transitions	Travel	CDLE SILS/Trans (GR) - Other	Total CDLE-SILS/Trans (GR)	Fundraising	Grants	Housing DOH	Interpreting	Operating	Part C (GR)	Pre ETS	SEEKS (GR) - DVR-Division of Vocational Reha	SEEKS (GR) Other	TOTAL SEEKS (GR)	Unclassified	Total
INCOME																						
TOTAL INCOME	79,000	-	101,549	479,395	182,435	54,768	7,300	-	-	723,898	2,500	-	36,150	339,540	-	128,282	-	20,000	30,111	50,111	-	1,461,030
EXPENSES																						
TOTAL BANKING & TAXES	425	-	-	-	-	60	-	-	-	60	-	-	-	-	-	-	-	-	-	-	-	485
TOTAL CONSUMERS	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
TOTAL DUES	9,200	-	-	5,220	-	-	-	-	-	5,220	-	-	-	2,000	-	-	-	-	-	-	-	16,420
TOTAL FUNDRAISING EXPENSES	-	-	-	-	-	-	-	-	-	-	-	-	-	400	-	-	-	-	-	-	-	400
TOTAL MARKETING	21,000	-	-	-	-	1,440	-	-	-	1,440	-	-	300	168	-	-	-	-	-	-	-	22,908
TOTAL MEALS & ENTERTAINMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OFFICE EXPENSES	3,060	-	96,549	29,583	-	5,950	4,450	-	-	39,983	-	-	1,800	825	-	-	-	-	-	-	-	142,217
TOTAL PAYROLL EXPENSES	30,000	-	-	425,949	182,435	39,893	2,735	-	-	651,013	-	-	33,540	380,400	-	128,282	-	-	-	-	-	1,229,295
TOTAL PROFESSIONAL FEES	59,500	-	-	12,579	-	6,988	-	-	-	19,576	-	-	-	40,250	-	-	-	-	-	-	-	119,326
TOTAL TRAVEL	5,000	-	-	6,064	-	427	115	-	-	6,606	-	-	500	5,600	-	-	-	-	-	-	-	17,706
TOTAL OTHER EXPENSES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	128,185	-	101,549	479,395	182,435	54,768	7,300	-	-	723,898	-	-	36,141	429,643	-	128,282	-	-	-	-	-	1,547,698



Greeley, CO 80631

www.moffatglass.com

Office: (970) 352-6625

Fax: (970) 352-6633

Proposal

Date: 7/8/21	From: Gary Sell	Page 1 of 2
Proposal to: Dillon Roche	Attn:	Phone: Fax No:
Job Name: 1331 8 th Ave	Job Location: Greeley, CO	Date of Bid Documents:
Addenda: None		Base Bid Amount: \$9,841.00

We propose to furnish and install the following:

- Exterior Aluminum Storefront door, transom & sidelite framing to be Oldcastle FG-3000, 2" x 4 ½" thermally broken center glazed in Bronze Anodized finish. Storefront systems to include integral sill flashing and vinyl perimeter filler.
- Aluminum Entry Door (1 - 3670 single) to be Oldcastle Standard series, to include: Medium stile, 10" ADA compliant bottom rail, offset pivots, rim panic exit device, standard exterior pull hardware, surface mounted closer, construction cylinder, threshold and bottom sweeps. Bronze anodized finish to match storefront.
- All Door Hardware to be manufacturer's standard unless otherwise noted.
- Exterior storefront glazing to be 1" O/A Insulated Clear Solarban 60 Low "E" over Clear. Tempered where required by code.
- Exterior and interior perimeter sealant for Aluminum Storefront frames to be standard color, one-part silicone sealant.
- Frame Elevation Drawings and Submittals
- Demolition and disposal of existing storefront entry is included.
- 430 SF of window film applied to existing glazing.
- 2.9% Tax

Total Base Bid: \$9,841.00

Standard Exclusions

1. Steel angle iron or steel substrate for attachment of storefront
2. Final Keying
3. Engineering / Engineer stamped shop drawings U.O.N. above
4. Davis Bacon or prevailing/certified wages/after-hours wages/weekend wages/ U.O.N. above 5. NFRC Testing
6. Wind Borne Debris Framing and Glazing
7. Match existing systems and glazing
8. Auto Operators
9. Security hardware/Access control hardware
10. Framed Mirrors and or Bobrick Mirrors 11. Salvage material of any type
12. Custom color caulking and or caulking from interior drywall to aluminum frames furnish or installed.
13. Decorative panel, Acrylic panels, Metal infill panels
14. Demolition
15. Bond Premiums and Premium pay after hours
16. Field Testing and Field mock ups
17. Wire pulling or wiring of any type, electrical connections and or conduit
18. Fire safe or insulation of any type, spray foam
19. Coping at NON-Curtain wall locations
20. Extra stock of any type
21. Permanent Cylinder cores
22. Cleaning and protection of material during and after installation
23. Protection and cleaning of surrounding materials
24. Hollow metal frames and stop fabrication and drilling and tapping of frames or stops
25. Glass Inserts into handrails and guard rails
26. Wood blocking
27. Temporary Enclosures
28. Steel Structure & Welding
29. Flush bolts & Mag Locks
30. Final Cleaning
31. Street Closures
32. Flex and ice water shield

Bid documents may not be complete or inaccurate therefore we may not be quoting what the INTENT of this project is. If scope described in this proposal differs from intent contact us immediately. Price may be adjusted to meet intent as items are clarified, or this proposal may be void. The description listed in the body of MG proposal shall take precedence and will become part of the contract for this project. These exclusions and clarifications shall be added to contract if we are awarded this project. This proposal will supersede any previous proposals sent. All previous proposals will be VOID.

Bid Clarifications

1. Moffat Glass, Inc., hereinafter referred to as MG, does not replace at its own expense broken or damaged glass, metal or other materials unless directly caused by the negligence of its own employees.
2. MG does not clean glass or metal construction.
3. MG does not provide a warranty for glass breakage.
4. Product warranties begin from the date of manufacture.
5. This Proposal is subject to revision if during the final detailing of metal construction or other openings, sizes of glass or metal are changed from those shown on drawings on which this Proposal is based.
6. This Proposal is subject to revision or withdrawal if not accepted within sixty days after date.
7. All materials will be furnished in accordance with industry-established tolerances on color variations, thickness, size, finish, texture, and performance standards.
8. When contract involves reuse of owner's materials, such materials will be handled at owner's risk and MG disclaims any and all express or implied warranties.
9. This Proposal is based on all work being performed during regular working hours. Extra charge will be made for all overtime work.
10. This Proposal, if accepted, is subject to the approval of our Credit Department.
11. Changes or extra work must be evidenced by written orders before the work can be performed.
12. MG does not protect material against damage during construction, and all damage or loss to said material is solely the owner's responsibility.
13. MG shall not be responsible for acquiring building permits.
14. This Proposal is based on insurance certificates being issued on the standard ACCORD form.
15. General Liability Insurance may not be available for multi-family and mixed-use projects due to increasing nationwide litigation over construction defects. If General Liability Insurance is available, any increased premium for this type of project must be added to the proposal amount.
16. This Proposal specifically excludes the acceptance of any Liquidated Damage clauses. This proposal is specifically conditioned upon the acceptance of a mutually agreeable schedule including, but not limited to, start time, duration time, completion time, and the sequencing of installation.
17. Glass larger than 50 SQFT will NOT have a manufacturer warranty.
18. Submittals cannot be completed in ten days. All manufacturers are different and have different lead times for submittals and products.
19. Shop Drawings are subject to lead times based on drafting vendor's schedule.
20. If project is using Textura for payments additional cost may be added to cover the cost of Textura's fees.
21. Timely, raco etc... Frames are by others and must have one side of gasket installed prior to MG glazing frames.
22. MG requires a coordination meeting between all subs involved in our rough openings prior to any framing or façade installation.
23. Storefront doors are not weather tight and are designed as an outswing door.
24. MG will not install insulation into a framing system as it obstructs the path for the water to drain properly and could possibly cause mold issues.
25. MG will not proceed with any extra work without getting formal letter of approval for change order.
26. MG is not responsible for any caulk joints that are not a primary seal joint to window systems. Unless noted otherwise.
27. All schedules and durations provided at bid time are to be negotiated at contract time with the project manager.

PLEASE SIGN AND RETURN PER APPROVAL

Company Name: _____

Date: _____

Authorized Signature: _____

Title: _____

Any questions regarding this proposal, please feel free to contact Gary @ 970-352-6625

garys@moffatglass.com
Proposal is good for 60 Days from date above.

QUOTE

PB Roche Solutions

INVOICE # NO.101
DATE: 7/11/2021

TO DPR Greeley
2030 35th Ave Suite A-1
Greeley, CO 80634
970-356-6900

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Dane Roche	1331 8 th Ave	Due on receipt	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	100sf of concrete removal and replace 4"	\$2,500	\$2,500
1	12' railing fabricated on to brick wall	\$1,500	\$1,500
	*there are more areas of concrete that could be fixed that are not included in this quote on the north eastern portion of property.		

SUBTOTAL	\$4,000
SALES TAX	\$245
TOTAL	\$4,245

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!

Commander Heavy Duty Commercial Grade ADA Approved Low Energy Handicap Door Opener With Wireless Wave To Open Activation Switches, Made In USA

<https://www.autodoorandhardware.com/Commander-Heavy-Duty-Commercial-Grade-ADA-Approved-p/ascommanderlewtlkit.htm>

Retrieved July 15, 2021



Have a Question? Ask a Specialist

Email Us Today:

custsvc@autodoorandhardware.com



Low Prices.

We Buy In Bulk & Pass The
Savings On To You



**Free Shipping & Discounted
Expedited Shipping**



Easy Ordering.

Quick & Hassle Free



**After Market Support
Warranty & Technical Support**

Item Return Policy: Assembled Per Order, Non-Returnable

List Price: \$3,445.84

Your Price At Checkout: \$1,722.92

Savings: \$1,722.92

Price with Selected Options: \$2,542.92

ESTIMATED LEAD TIME: Usually Ships in 24 Hours

Product Code: ASCOMMANDERLEWTLKIT

Choose Hand: Right Hand Reverse (Pull Arm)

Choose Finish: Clear/Silver (204)

Door Size: 36"

Battery Backup : No Thanks

Weatherproof Bollard with Wireless 4-3/4" Activation Button (Add \$484.00)

Add ADA Door Mounted Safety Sensor:

Include 1 Each 54.5" ADA Door Mounted Safety Sensor (Add \$336.00)

Include Electric Strike: No Thanks

Security Keypad: No Thanks

Qty: 1

The Commander Door Opener Automates Your Door Opening

The Commander Door Opener by Automatic Door and Hardware is your ADA solution to any building entrance. The Commander ADA door opener is designed with everything you need to meet full ADA compliance. It also features a 3 hour fire rated door compliance, allowing it to be installed on virtually any commercial building doors. Where other door openers lack these abilities, the Commander excels.

The advanced design of the Commander allows it to be robust and powerful in a slim header body. The small size allows the Commander to be installed on hollow metal steel door frames, storefront door frames, and wood door frames with ease.

Commander Features:

- Commander Non-handed Body Can Be Used With An Outswing Or Inswing Arm. Please specify when ordering.
- Commander Self-tuning, self-learning Microprocessor Control Box
- Commander Extremely silent door operation
- Commander Complies with ANSI A156.19 & A156.10
- Commander UL Certified For Use As Fire Door Operators (3 Hour Rating) - Can Be Installed On Virtually Any Commercial Building Door
- Commander Complies with all US and Canadian ADA Requirements
- Commander Features Reverse On Obstruction Allows For The Safest Operation

Automatic Door and Hardware's Commander door opener offers state of the art microprocessor control boards with heavy duty electro-mechanical drives. The unique slim-line design of the Commander door opener offers non-handed operation, full mechanical stops, and numerous interface options for any type of automatic door sensor, activation button, fire alarm, and electric strike. The Commander also features advanced on-board diagnostics to simplify troubleshooting when needed. As a non-handed door opener, the Commander units can be configured for a surface mounted (push or pull), application depending on the hand chosen when purchasing the unit. The Advanced Programmer is also an available option to access additional programming features, but is not necessary, since all adjustments can be made from the Commander control board.

Commander Specifications:

- Commander Min 5 Sec From Close To Open
- Commander Stay Open For 5 Sec Up To 30 Sec
- Commander Force: 15 lbs
- Commander Push or Pull (Inswing or Out Swing)
- Commander Activation: Knowing Act Handicap Push Plates
- Commander Door Mounted Safety Device: ADA Door Mounted Sensors Optional
- Commander Power Supply: 115VAC, 60 Hz
- Commander Power Consumption: 1A
- Commander Heavy Duty Motor: 24VDC Permanent Magnet
- Commander Slim Header Dimensions: 4-1/8" x 4-3/4" - 105mm x 120mm (H x D)
- Commander Advanced Fused Protection: 3.5A Fuse (F1 located on I/O Board)
- Commander Ambient Operating Temperature: -4 to 131 F (-20 Degrees Celsius to +55 Degrees Celsius)
- Commander Ingress Protection: NEMA 3R (IP23) (protection from spray water up to 60 vertical ie; rainstorm)
- Commander 24VDC Accessories Power Supply: 24VDC/500mA Max
- Commander 24VDC Electric Lock Power Supply: 24VDC/500mA Max
- Commander Adjustable Speeds & Timers: Opening Speed, Closing Speed, Hold Open Time
- Commander Standard Selector Switch Functions: Automatic, Hold Open, Manual (Off)
- Commander Standard Control Outputs: Malfunction Alarm Signal, Electric Lock Power Supply, 24VDC Accessories Power Supply, Door Status
- Commander Standard Control Inputs: Interior Activation, Exterior Activation, Emergency Shutdown, Alarm Output, "Stop" Safety Device (Door Mounted), Safety Device Input
- Commander Color Options: Clear Anodized (Silver) or Bronze Anodized

Commander Max Door Weights: Push

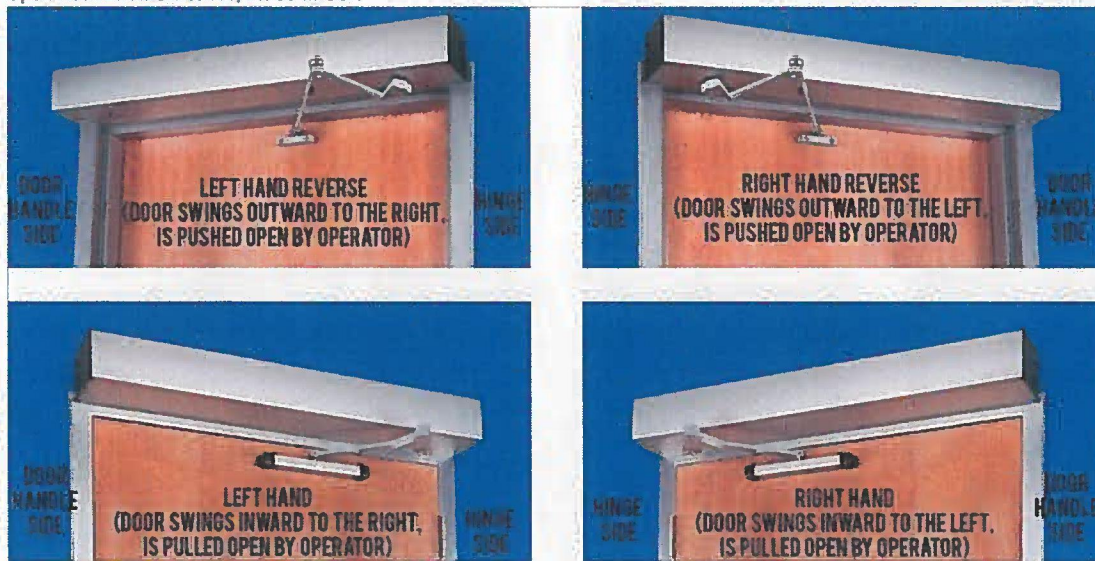
Arm:

- Commander Door 36": 438 lbs - 914mm: 199 kg
- Commander Door 42": 328 lbs - 1067mm: 149kg
- Commander Door 44": 299lbs - 1117mm: 135kg
- Commander Door 48": 254lbs - 1219mm: 115kg

Pull Arm:

- Commander Door 36": 342 lbs - 155kg
- Commander Door 42": 256 lbs - 116kg
- Commander Door 44": 234 lbs - 106kg
- Commander Door 48": 198 lbs - 90kg





Commander Heavy Duty Commercial Grade ADA Approved Low Energy Handicap Door Opener With Wireless Wave To

ACTIVATION ACCESSORIES



**HARDWIRED 4-3/4"
ACTIVATION BUTTON**



**WIRELESS 4-3/4"
ACTIVATION BUTTON**



**WEATHERPROOF BOLLARD
WITH WIRELESS 4-3/4"
ACTIVATION BUTTON**



**WIRELESS OR HARDWIRED
VERTICAL ACTUATION BUTTON
(MEETS CALIFORNIA BUILDING CODE)**



**WEATHERPROOF WIRELESS
4-3/4" ACTIVATION BUTTON**



**HARDWIRED
TOUCHLESS ACTIVATION BUTTON**



**HANDHELD FOB WIRELESS
TRANSMITTER**



**ADA DOOR MOUNTED
SAFETY SENSOR**



COMMUNITY DEVELOPMENT BLOCK GRANT 2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Northern Colorado Veterans Resource Center Address: 1919 65th Avenue, Unit 5B, Greeley, CO 80634

Contact person: Harrison Swift Title: Director

Phone number: 970-888-4249 Email: harrisonswift@nocovrc.com

If different from above, person authorized to request funds: _____

Phone # _____ Email: _____ Agency website: www.nocovrc.com

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 2018

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: 3/10/2017 Agency tax ID number: 82-0842029

DUNS number: 81202349 Authorized signatory: Harrison Swift

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Peer Support Program

The Peer Navigator will work directly with veterans and their family members to ensure that basic human needs are attended to. Every client that approaches NCVRC is evaluated by a trauma-informed navigator to be seen beyond their presenting need. Often clients will contact NCVRC for what seems like a simple need but has 2-4 other needs behind it. Examples of client-identified issues include job loss; financial struggles that are forcing an eviction or utility disconnection; accessing mental health services; enrolling in VA services; addressing substance abuse; discharge upgrade; and family issues such as child care, parenting support, and marital counseling. NCVRC has utilized one full-time and one part-time navigator to serve an average of 400 clients per year, but requires an additional navigator to support the needs of an estimated 200 additional clients, as demand increases. NCVRC was grateful to be approved for CDBG funding in 2021 and is requesting funding this year to continue to support the estimated 200 additional clients.

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☐ Transportation ☐ Case management ☐ Neighborhood support ☐ Housing specific
☐ Health related ☒ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

While the NCVRC request is not primarily housing related, case managers do address housing stability as a primary need for housing-vulnerable veterans, through NCVRC's soon-to-be-launched Homeless Veterans Reintegration Program and in collaboration with SSVF.

Funding request:	CDBG request	<u>\$20,000</u>
	Other funding - SECURED	<u>\$30,000</u>
	Other funding - UNSECURED	<u> </u>
	Total estimated cost to complete the activity	<u>\$50,000</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☐ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☒ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit?

☐ Sunrise Park

☐ 10th Street corridor

☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes

If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☐ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☒ No If no, check the appropriate box below.

☒ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☒ Currently receiving CDBG funds

☐ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: _____ 500 (unduplicated) _____ 2000 (duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☐ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☒ Other: Veteran Services

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

Northern Colorado Veterans Resource Center is based in Greeley, and serves predominantly Greeley residents, but does serve veterans from the surrounding areas. The organization is able to offer programs and services to non-residents, using sponsorship, grants, and donations from others outside the CDBG funding. NCVRC will locate all funding from CDBG to the service of LMI veterans based in Greeley. The average cost of serving one veteran is about \$300, which varies greatly depending on the needs of the client in question. CDBG funding will support salary for two 0.25 FTE staff members.

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$50,000 CDBG requested: \$20,000 CDBG %: 40%

CDBG funds requested as a ☐ Loan ☒ Grant

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

13750

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
0.5 FTE Peer Navigator Salary	\$20,000	N	CDBG
0.25 FTE Peer Navigator Salary	\$12,500	Y	chultz Family Foundation
0.25 FTE Employment Specialist Salary	\$12,500	Y	Major Donor Support
Emergency Micro Grant Fund	\$5,000	Y	Walmart Foundation
Total activity budget/percent secured	\$50,000	60.00%	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

NCVRC was founded in 2018 and has begun to build a fundraising strategy that includes both restricted and unrestricted funding lines. To date in 2021, the organization has received funds from the Weld Community Endowment Foundation, Anschutz Family Foundation, and Walmart Foundation. Additionally, applications are pending at fifteen other private foundations, either focused on serving our nation's veterans or our geographical area. Additional funds are received from businesses and individuals as donations.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
CDBG	2021	\$10,000	.25 FTE Peer Navigator Salary

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

NCVRC's Peer Navigator Support Program connects at-risk, largely impoverished veterans with resources to achieve productive civilian lives, connecting them with employment opportunities, mental health and physical health services, housing support, educational options, and other needs as necessary. This support has a real time economic impact for veterans and their families who may struggle during civilian integration.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☒ If available, five year budget plan ☒ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

To be the home and support system for Veterans and their families.

Number of years in operation: 3 ☐ Not applicable, City application

Agency operating budget: \$355,000 # of paid staff: 2 # of volunteers yearly: 30

Mark agency focus (type of clientele served) - mark as many as apply:

☒ Disabled ☒ Elderly ☒ Homeless ☒ Other: Veterans
☐ Domestic Violence ☐ Youth ☒ Persons needing transitional housing ☒ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☒ Minimal ☐ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

NCVRC is a relatively recently-founded organization; the organization's only experience with managing federal grants is the CDBG awarded in 2021. Its founder is a veteran with some experience utilizing government funding in other positions. The organization is currently supported by two grant writers with ample experience in writing and reporting on federal grant funds.

Agency's fiscal year: From 1-Jan To 31-Dec

Experience with GURA as CDBG Administrator: ☐ None ☒ Minimal ☐ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

Northern Colorado Veteran's Resource Center worked with GURA as CDBG administrator in FY2020, receiving a grant of \$10,000 to support our Peer Navigator program and help us serve Greeley's veteran community.

Include the following documents with the application:

☐ Not applicable - City application	☒ Proof of insurance
☒ Resumes/Bios of key/executive staff	☒ Organizational chart
☒ Board of Directors terms served, terms remaining	☒ Most recent audit or financial statements
☒ Articles of Incorporation	☒ Evidence of registration on the www.sam.gov website
☒ Bylaws	☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

NCVRC was founded in 2018 and has begun to build a fundraising strategy that includes both restricted and unrestricted funding lines. In 2021, the organization has received funds from the Weld Community Endowment Foundation, Anschutz Family Foundation, and Walmart Foundation. Additionally, applications are pending at fifteen other private foundations, either focused on serving our nation's veterans or our geographical area. Additional funds are received from businesses and individuals as donations.

☒ Liability insurance in this amount: \$ 1000000 ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

Northern Colorado Veterans Resource Center 2021 Organization Budget

- Provide a budget (income and expenses) for the organization for the fiscal year in which the grant funds will be used.
- If the budget is not yet approved, a draft budget is acceptable.
- Reporting in US dollars is preferred; otherwise, identify the local currency represented.
- If you are submitting your own form or editing the template below, include a line for government funding. List \$0 if no government funding is received. The Trust defines government funding as all direct or indirect funding received by an organization from government sources, whether in the form of grants; contracts from federal, state, and/or local government agencies, including public school districts, arts councils, and Regional Centers; or government funds received indirectly through medical or social service reimbursement programs, such as programs administered by Medicaid, Medicare, or a Department of Vocational Rehabilitation.
- Only include in-kind donations of goods, equipment, rent, or professional services as would be included in your audited financial statements. If volunteers provide significant assistance to your organization in a non-professional capacity, please describe this in a separate note at the bottom of the page.

Applicant Name: Northern Colorado Veterans Resource Center
Fiscal Year Ending: 12/31/21

Sources of Funding	\$	
Foundation Grants		198,000
Corporate Grants		71,000
Individual Cash Donations		16,000
Government (specify)		0
Membership		0
Fundraising/Special Events		0
Earned Income		70,000
In-Kind Donations		0
Other (specify)		0
Total Income		355,000
Expenses	\$	
Salaries		175,000
Benefits		0
Professional/Consultant Fees		13,000
Fundraising Expenses		11,000
Occupancy including utilities		130,000
Travel		3,000
Conferences		0
Equipment		21,000
Supplies		2,000
In-Kind Donations		
Other (Specify)		
Total Expenses		355,000
Net Income (Loss)		0



COMMUNITY DEVELOPMENT BLOCK GRANT

2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Senior Resource Services dba 60+ Ride Address: 800 8th Ave., Suite 229, Greeley, CO 80631

Contact person: Janet Bedingfield Title: Executive Director

Phone number: (970) 405-6072 Email: janet@60plusride.org

If different from above, person authorized to request funds: _____

Phone # _____ Email: _____ Agency website: www.60plusride.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 2006

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: 2006 Agency tax ID number: 20-4429783

DUNS number: 860944953 Authorized signatory: Janet Bedingfield

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Older Adult Transportation Program

60+ Ride is requesting funding for the staff dedicated exclusively to our transportation program: three (3) part-time van drivers and a part-time intake coordinator. The Intake Coordinator meets with potential new clients in their home, processes their intake forms, and enters the client into our scheduling system. The part-time drivers use our agency-owned van to transport clients in the Greeley area. The target population for these services are older adults, aged 60+, who do not have the resources or physical stamina to utilize public transportation.

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☒ Transportation ☐ Case managements ☐ Neighborhood support ☐ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

The transportation program is very much housing-related in that it is a preventative program designed to enable older adults to live independently by insuring access to critical services that will improve wellness and foster socialization. By supporting vulnerable older adults in by being able to age in place in their homes, we reduce the burden on our limited affordable housing stock as well as prevent or postpone moving to costly, long-term care facilities.

Funding request:	CDBG request	<u>\$10,000</u>
	Other funding - SECURED	<u>\$21,400</u>
	Other funding - UNSECURED	_____
	Total estimated cost to complete the activity	<u>\$31,400</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☐ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☒ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit?

☐ Sunrise Park

☐ 10th Street corridor

☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☒ Yes

If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☐ Homeless person

☒ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI.

OR ☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☒ Currently receiving CDBG funds

☐ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: 270 (unduplicated) _____ (duplicated)

Public service category (check the most appropriate box):

☒ Senior/Elderly

☐ Substance abuse

☐ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☒ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☐ Other: _____

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

See Attachment 1

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDSEstimated cost of activity: \$31,400 CDBG requested: \$10,000 CDBG %: 32%CDBG funds requested as a ☐ Loan ☒ GrantActivity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
60+ Ride Direct Program Expenses			
<i>Intake Coordinator</i>	<i>\$4,500</i>	<i>Y</i>	<i>Area Agency on Aging; private foundations</i>
<i>Part-time Staff Van Drivers (3)</i>	<i>\$10,000</i>	<i>N</i>	<i>CDBG</i>
<i>Part-time Staff Van Drivers (3)</i>	<i>\$15,000</i>	<i>Y</i>	<i>Area Agency on Aging; private foundations</i>
<i>Employer Taxes</i>	<i>\$1,900</i>	<i>Y</i>	<i>Area Agency on Aging; private foundations</i>
Total activity budget/percent secured	\$31,400	68.00%	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

The unsecured funding, \$10,000 from CDBG, is being applied for through this grant application. We will be notified of an award by October 5, 2021. If the \$10,000 is not awarded, the 60+ Ride Board will need to consider whether the organization has sufficient funds to continue to support the four positions for which the funds are requested. If not, then the organization will need to reduce the number of rides (services) accordingly.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
<i>CDBG</i>	<i>2019</i>	<i>\$15,000</i>	<i>General operating support - public service activity</i>
<i>CDBG</i>	<i>2020</i>	<i>\$10,000</i>	<i>General operating support - public service activity</i>
<i>CDBG</i>	<i>2021</i>	<i>\$10,000</i>	<i>General operating support - public service activity</i>

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

60+ Ride provides an essential service to Greeley's aging adult population, and we know the need will continue to grow with the aging of the Baby Boomer population and projected regional population growth. The LMI older adult population is one of Greeley's highest risk and potentially most expensive populations to support if they lose their ability to live independently. By providing door through door, free transportation to access critical services, the community is investing in eliminating one of the most prominent barriers to housing self-sufficiency in the community. If the funding is not received, 60+ Ride risks having insufficient funding to provide the basic infrastructure needed to maintain the program (e.g. scheduling, volunteer recruitment, administrative/fundraising capacity) with a reduction in services being the potential impact.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

To offer older adults the opportunity to maintain their physical, emotional, and mental health while living independently.

Number of years in operation: 15 ☐ Not applicable, City application

Agency operating budget: \$346,981 # of paid staff: 7 # of volunteers yearly: 120

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☒ Elderly ☐ Homeless ☐ Other: Neighborhood residents
☐ Domestic Violence ☐ Youth ☐ Persons needing transitional housing ☒ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

60+ Ride contracts with Jodi Hartmann to provide grant writing/reporting services. Jodi has over 30 years' experience administering federal grants including CDBG and HOME programs. Jodi provides 60+ Ride with technical assistance in completing all CDBG application and contract requirements.

Agency's fiscal year: From 1-Jan To 31-Dec

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☒ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

This is 60+ Ride's fourth CDBG public service activity grant application, and we now have the systems and policies in place to effectively manage and report on the CDBG program.

Include the following documents with the application:

☐ Not applicable - City application	☒ Proof of insurance
☒ Resumes/Bios of key/executive staff	☒ Organizational chart
☒ Board of Directors terms served, terms remaining	☒ Most recent audit or financial statements
☒ Articles of Incorporation	☒ Evidence of registration on the www.sam.gov website
☒ Bylaws	☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

The 60+ Ride board is composed of members who bring passion for our mission and knowledge/skills which provide leadership and expertise to insure that our programming and funding are sufficient for community needs. The current seven-member board includes a retired nonprofit ED, an attorney, a physical therapist who works with the aging population, a retired Area Agency on Aging director, one business woman who works in the aging industry, and two retired college professors, one of whom is bilingual and bicultural, acting as a liaison to the large Hispanic community in Weld County. Our Executive Director provides administrative, financial management (with outside bookkeeping services), fundraising, community outreach, and program oversight, including the CDBG program (assisted by our contract grant writer). A full-time Volunteer Coordinator recruits, trains, and supervises the volunteer drivers who are the heart of the 60+ Ride program. Two office assistants provide scheduling, office correspondence, invoicing, and other administrative tasks. Three part-time van drivers complete our staffing.

☒ Liability insurance in this amount: \$ 1,000,000 ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

Attachment A

2022 CDBG Application – Senior Resource Services dba 60+ Ride

The 60+ Ride program is located in Greeley, but it does not serve only Greeley residents. The organization serves a number of small communities in rural Weld County using local volunteer drivers. 60+ Ride is the only free transportation program in Greeley/Weld County. (NOTE: As of the date of this application, we are still in a recovery mode from the devastation of the COVID19 pandemic on our transportation program. During the pandemic we were forced to shut down the transportation program for several months, and instead converted to a Grocery Delivery Program. We have been rebuilding the transportation program for the past nine months, but are only at about 30% of our previous capacity. We are assuming that by the date of the start of this grant period, 7/1/2022, we will be back to normal operations. The numbers cited here are the numbers from our last full year of normal operations). The majority of all rides (77%) are provided to Greeley-only residents utilizing the agency's van and paid part-time drivers for all medical appointments, and volunteer drivers for the remainder of rides. The agency van is used for both Greeley and Evans clients. When analyzing the total rides provided to Greeley/Evans clients (the population served by the G.E.T.S. system), 85% of all rides are provided in the Greeley/Evans area. Monthly, the number of rides provided outside of Greeley/Evans averages 12-15% of all rides provided.

--Greeley/Evans Ridership Numbers: January-December, 2019:

--Of 1,054 Registered Clients in Dec., 2019, 686 (65%) were Greeley/Evans Residents

--Of 8,521 rides provided in 2019, 7,250 (85%) were for Greeley/Evans Residents

--Average Number of Unduplicated Riders Served Monthly: 80 Greeley 8 Evans

--Estimated Per Unit Cost 2022: \$7.53 (per ride)

Senior Resource Services 2021 Final Budget

Beginning Fund Equity As of November 1, 2020 \$ 230,243.12

REVENUE

4000 Direct Public Support	\$ 6,500.00
4100 Fundraisers	\$ 27,265.00
4200 Contracted Services	\$ 115,430.00
4400 Endowments	\$ 3,000.00
4600 Grants	\$ 106,250.00
4900 Other Income	\$ 650.00

Total Revenue \$ 259,095.00

Total Available Resources \$ 489,338.12

EXPENSES

ADMINISTRATIVE EXPENSES

6010 Board Expenses

6011 Board Insurance	\$ 1,100.00
6012 Meeting Luncheons	\$ 200.00
6013 Supplies/Appreciation	\$ 250.00

Total 6010 Board Expenses \$ 1,550.00

6020 Fees

6021 Accounting and Legal Fees	\$ 4,500.00
6022 Audit Fees	\$ 8,000.00
6023 Conference/Organizational Fees (Professional)	\$ 1,000.00
6024 Other Fees	\$ 800.00

Total 6020 Fees \$ 14,300.00

6030 Lease and Utilities

6031 Monthly Phone Service/Internet	\$ 2,000.00
6032 Office Lease	\$ 12,000.00
6033 Employee & Volunteer Parking Permits	\$ 1,080.00
6036 Water Cooler	\$ 400.00

Total 6030 Lease and Utilities \$ 15,480.00

6040 Office Supplies & Equipment	
6041 Office Equipment	\$ 500.00
6042 Desktop and Paper Supplies	\$ 500.00
6043 Office Equipment Repairs	\$ 500.00
6044 Office Furniture	\$ 200.00
6045 Postage-Office (Bills & Grants)	\$ 125.00
6047 Printer Ink/Toner	\$ 1,000.00
6048 Software	\$ 1,000.00
6049 Technical Support	\$ 500.00
6050 Website	\$ 500.00
6051 Books & Subscriptions	\$ 100.00
6052 Office Kitchen Supplies	\$ 200.00
6053 Office/General Administrative Expenses	\$ 2,800.00
Total 6040 Office Supplies & Equipment	\$ 7,925.00
6060 Personnel	
6061 AM Administrative Assistant	\$ 32,760.00
6062 Executive Director	\$ 57,132.00
6063 Office Assistant	\$ 24,336.00
6064 Volunteer Coordinator	\$ 32,760.00
6065 Grant Writer	\$ 6,000.00
6068 Van Drivers	\$ 25,000.00
6071 Medical Insurance	\$ 9,120.00
6072 Workers Comp Insurance	\$ 1,500.00
6075 Matching Soc. Sec. and Medicare	\$ 12,000.00
6076 State Unemployment Expense	\$ 650.00
6077 Employee Bkgrd Cks/Hiring Expense	\$ 150.00
6080 Travel & Mileage	\$ 500.00
6090 Personnel Morale & Sundry Items	\$ 1,500.00
Total 6060 Personnel	\$ 203,408.00
Total Administrative Expenses	\$ 242,663.00
FUNDRAISER EXPENSES	
6100 Fundraiser Expenses	
6130 Postage	\$ 1,000.00

6140 Printing	\$ 2,000.00
6150 Sponsor Recognition	\$ 1,200.00
6160 Upfront Costs	\$ 200.00
Total 6100 Fundraiser Expenses	\$ 4,400.00
Total Fundraiser Expenses	\$ 4,400.00
60+Ride PROGRAM EXPENSES	
6220 Client/Volunteer Communication	
6221 Cards	\$ 200.00
6223 Mailings expense, pstg paper & ink	\$ 3,000.00
6224 Supplies	\$ 100.00
Total 6220 Client/Volunteer Communication	\$ 3,300.00
6230 Marketing & Networking	
6231 Advertising	\$ 1,000.00
6232 Brochures/business cards	\$ 1,500.00
6233 Health/Community Fairs	\$ 500.00
6234 Mileage Reimbursement	\$ 2,000.00
6235 Networking and Outreach	\$ 1,000.00
6236 Promotional Pens/Other Mktg Itm	\$ 1,000.00
6237 Supplies & Equipment	\$ 200.00
6239 Organizational Fees for Networking	\$ 1,500.00
6240 Mailings expense, pstg, paper & ink	\$ 250.00
Total 6230 Marketing & Networking	\$ 8,950.00
6250 Transportation Program	
6251 Appreciation/Awards	\$ 500.00
6252 Background Checks	\$ 1,500.00
6254 Volunteer Mileage Reimbursement	\$ 11,500.00
6255 Handbooks	\$ 1,500.00
6256 Insurance	\$ 3,500.00
6257 Training Materials/Copies	\$ 200.00
6258 Transportation Scheduling Sys	\$ 3,588.00
6259 Cell Phone	\$ 1,200.00
6260 Intake Coordinator	\$ 4,500.00
Total 6250 Transportation Program	\$ 27,988.00

6270 Van	
6271 Fuel & Oil	\$ 3,500.00
6272 Insurance	\$ 2,200.00
6273 Licenses/Plates	\$ 150.00
6274 Parking Permit	\$ 180.00
6275 Repairs & Maintenance	\$ 2,500.00
6276 Misc. Van Supplies	\$ 100.00
6279 Depreciation (Van)	\$ 4,100.00
Total 6270 Van	\$ 12,730.00
6280 60+ Grocery & Rx Program	
6281 Groceries	\$ -
6283 Supplies	\$ 100.00
Total 6280 60+ Grocery & Rx Program	\$ 100.00
Total Program Expenses	\$ 53,068.00
Total Expenses	\$ 300,131.00
Total Available Resources	\$ 489,338.12
Total Expenses	\$ 300,131.00
Ending Fund Equity	\$ 189,207.12



COMMUNITY DEVELOPMENT BLOCK GRANT 2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: United Way of Weld County (UWWC) Address: 814 9th Street, Greeley, CO 80631
Contact person: Shawn Walcott Title: Assistant Director of Household Stability
Phone number: 970-304-6187 Email: swalcott@unitedway-weld.org

If different from above, person authorized to request funds: n/a

Phone # n/a Email: n/a Agency website: www.unitedway-weld.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 1970

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: May-70 Agency tax ID number: 84-6011918

DUNS number: 14-929-7996 Authorized signatory: Jeannine Truswell

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a brief description of the proposed activity, including location (site address) if different from agency address:

Activity name: Housing Navigation Center Cold Weather Shelter (CWS)

On behalf of service providers and the larger community, United Way of Weld County (UWWC) is seeking funding to provide a cold weather shelter for individuals and families who are experiencing homelessness so that they have a warm and safe place to spend the night from November 1 through April 15. The shelter is currently located at the United Way of Weld County Housing Navigation Center (HNC) at 2930 11th Avenue, Evans, Colorado; soon the HNC and shelter will be moving to an as yet unknown location, a move process that City of Greeley staff are participating in. The move is being made so as to provide more space for shelter guests, which decreases guest anxiety and altercations, as found to be the case during the COVID-19 period. The \$25,000 in requested funding will be used to staff the shelter. Cold weather shelter plans include a dedicated space at the HNC for single men and women and the use of space at Catholic Charities Guadalupe Community Center and hotel vouchers for families. It is anticipated that Catholic Charities will again manage and staff the shelter. GURA Staff Note: Discussion with United Way was that CDBG will fund the fewest shelter personnel as possible and ensure those funded provide direct support to the shelter guests.

What is the primary service to be assisted through this request (choose one only):

☒ Shelter ☐ Transportation ☐ Case management ☐ Neighborhood support ☐ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☐ Other _____

If you consider the objective to be housing-related, describe your reasoning:

As part of Housing Navigation Center operations, the cold weather shelter is a point of connection for people living out of doors or in a car or who are experiencing extreme household instability. Staying at the cold weather shelter leads to engagement with HNC programming which can lead to a housing placement. Since the HNC began year-round operations (beginning April 2019), 15% of active households have been successfully housed while others are connected to year-round shelter programs and other housing-directed services.

Funding request:	CDBG request	<u>\$25,000</u>
	Other funding - SECURED	<u>\$196,000</u>
	Other funding - UNSECURED	<u>\$192,362</u>
	Total estimated cost to complete the activity	<u>\$413,362</u>

Provide the following: ☒ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☐ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☒ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a specific area? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for area benefit OR benefit to LMI clientele.

If AREA BENEFIT, which NEIGHBORHOOD will benefit? ☐ Sunrise Park ☐ 10th Street corridor ☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to LMI CLIENTELE (minimum of 51% low- moderate-income households):

Will benefit be to a presumed benefit group?

☒ Yes

If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☒ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult (1'

☐ No If no, check the appropriate box below.

☐ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☒ Currently receiving CDBG funds

☐ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: 358 (unduplicated) 7352 (duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☐ Housing related activities

☐ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☒ Other: homeless

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

The shelter is not currently in Greeley, but plans are to have moved it there by the time these funds are used. Greeley residency is not applicable as persons who are experiencing homelessness are served by the shelter (and as such do not have a residential address). There are other homeless shelters in Greeley, but no other drop-in style shelter that serves people specifically during the cold weather period. Every other shelter is for a specific population (such as domestic violence victims or families) or program-based (requiring a multi-month commitment) and are not available to people who are newly experiencing homelessness or are chronically homeless. Based on an anticipated budget of \$413,362 and 9,000 nights of stay, the cost per night of stay is \$46. The \$25,000 in requested funding will be used to staff the shelter. See attached additional description of HNC cold weather shelter activities. GURA Staff Note: Discussion with United Way was that CDBG will fund the fewest shelter personnel as possible and ensure those funded provide direct support to the shelter guests.

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$413,362 CDBG requested: \$25,000 CDBG %: 6%

CDBG funds requested as a ☐ Loan ☒ Grant

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

N/A

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Salaries	2071	Y	Greeley Interfaith Assoc
Benefits	491	Y	Greeley Interfaith Assoc
Occupancy	78	Y	Greeley Interfaith Assoc
Rent	60000	N	City of Greeley
Contract Service*	350000	Partial	CO DOLA ESG \$50K CO DOLA ES-CV \$80K The Weld Trust \$50K Christ Com Church \$12K
*Catholic Charities of the Archdiocese of Denver is contracted to staff the shelter overnight, including management oversight, staffing, arranging for sub-contractors like laundry, cleaning, etc., and other related expenses.			
Shared Costs	722	Y	Greeley Interfaith Assoc
Total activity budget/percent secured	413362		

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

The past three seasons, UWWC has committed \$30,000 or more from its general fund to the cold weather shelter. In the past two years The Weld Trust (\$50,000+), Christ Community Church (\$12,000), Greeley Interfaith Association (\$4,000), Emergency Food and Shelter Program (\$4,000+), City of Evans (\$10,000), and many others have provided funding. City of Greeley CDBG funds and general funds have also been consistently made available. A new source of funding for 2020-2021 is the Colorado Department of Local Affairs Division of Housing (\$50,000). While all sources aren't clear from the start, each year UWWC has made the cold weather shelter budget. All of the above and more are being approached to support the cold weather shelter for 2021-2022. If sufficient funding is not raised, the cold weather shelter will be open for fewer than the 166 day span of November 1 to April 15.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds
City	2017-2018	\$31,038	homeless cold weather shelter rent
CDBG	2017	\$20,692	homeless cold weather shelter
City	2018-2019	\$31,038	homeless cold weather shelter rent
CDBG	2019-2020	\$20,000	homeless cold weather shelter
City	2019-2020	\$31,038	homeless cold weather shelter rent
CDBG	2020-2021	\$20,000	homeless cold weather shelter
City	2020-2021	\$270,000	COVID-related homeless shelter
CDBG CV	2020-2021	\$31,500	COVID-related homeless shelter

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

As an emergency resource, keeping people safe on deadly cold nights is the immediate goal of the cold weather shelter. Without it, hypothermia, other weather related illnesses and injuries such as frostbite, and even death are potential fates for our most vulnerable neighbors. City of Greeley and other public service providers benefit through fewer law enforcement and fire department contacts, ambulance rides and hospital stays, nights in jail, business owner encounters, and more. UWWC relies on community funding for the cold weather shelter activity, including City of Greeley CDBG and general budget funds. Without the combination of all these it would not exist.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

To improves lives by mobilizing the caring power of our community.

Number of years in operation: 81 ☐ Not applicable, City application

Agency operating budget: \$7,798,780 # of paid staff: 40 # of volunteers yearly: 842

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☒ Elderly ☒ Homeless ☐ Other: Neighborhood residents
☐ Domestic Violence ☒ Youth ☐ Persons needing transitional housing ☒ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

In the past and present federal funds have been received from Weld County Government and the State of Colorado. For example, currently UWWC is the recipient of 1) Child Care Block Grant and TANF funding for early childhood care and education, which are federal funds granted by Weld County Department of Human Services, and 2) Emergency Solutions Grant money for the Housing Navigation Center in Evans, which are federal funds received from the State of Colorado.

Agency's fiscal year: From 1-Jul To 30-Jun

Experience with GURA as CDBG Administrator: ☐ None ☐ Minimal ☒ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

UWWC has coordinated with GURA in discussing CDBG and urban renewal priorities and has received prior funding.

Include the following documents with the application:

☐ Not applicable - City application	☒ Proof of insurance
☒ Resumes/Bios of key/executive staff	☒ Organizational chart
☒ Board of Directors terms served, terms remaining	☒ Most recent audit or financial statements
☒ Articles of Incorporation	☒ Evidence of registration on the www.sam.gov website
☒ Bylaws	☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed. etc. Limit your description to the space provided.
UWWC is governed by a 23 member board of directors who serve three year terms; 100% of board members donate to the organization. UWWC's executive team has over 160 combined years of experience in management and leadership. UWWC employs 3.5 FTE employees in the finance department who are responsible for all financial accounting. The Housing Navigation Center Coordinator oversees the HNC and works closely with Catholic Charities staff to provide the cold weather shelter. UWWC maintains a 6-month financial reserve. Fund sources for agency operations include individual and corporate donations, special event fundraising, and foundation and government grants. UWWC consistently meets the United Way Worldwide annual membership standards of excellence, and has received the Better Business Bureau Wise Giving Alliance accreditation, gets 4 out of 4 stars from Charity Navigator, and is Platinum status with GuideStar. Additionally, UWWC continually receives positive annual independent audits.

☒ Liability insurance in this amount: \$ 2,000,000 ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

To improve lives by mobilizing the caring power of our community.

Cold Weather Shelter Project Description (lines 115-121)

In recent years, individuals and families in Weld County have been consistently turned away from local shelters to continue sleeping in places not suitable for human habitation. Despite the best efforts of staff at Greeley shelters, there is not enough immediate demand shelter capacity, which creates an emergency and potentially deadly situation during cold weather months. Beginning in fall 2011, United Way of Weld County catalyzed a community-wide effort to determine solutions for keeping individuals and families experiencing homelessness in the Greeley/Evans area safe during the cold weather months. Since 2011, each winter this shared effort between United Way, homeless shelters, and other homeless serving organizations has provided a cold weather shelter, utilizing space at area nonprofits and hotel vouchers. Each year there has been an increasing number of guest nights: in 2011-2012, 694 nights of shelter were provided; in 2020-2021, 7,352.

In 2018, a three-year lease was secured for the Housing Navigation Center (HNC) that includes the cold weather shelter activity for homeless individuals originating from primarily Greeley/Evans. Co-located with other nonprofits including North Colorado Health Alliance, Immigrant and Refugee Center of NoCO, and Sunrise Community Health Monfort Family Clinic (a federally funded community health center), primary HNC activities include: 1) diverting people from the homeless services system; 2) assessing those who are experiencing homelessness and prioritizing them for a return to housing; 3) providing needed resources for those who are living out of doors (cold weather shelter, mail delivery, hygiene resources, etc.); and 4) connecting people to housing, jobs, health services, and needed livelihood services. This same range of services will be provided at the new HNC location that was mentioned elsewhere in this application.

2021-2022 Housing Navigation Center Cold Weather Shelter Budget

	Estimated Amount	Secured? (Y/N)	Source of funding
United Way Direct Expenses			
Salaries	2071	Y	Greeley Interfaith Association
Benefits	491	Y	Greeley Interfaith Association
Occupancy	78	Y	Greeley Interfaith Association
Shared	722	Y	Greeley Interfaith Association
Rent	60000	N	City of Greeley
Catholic Charities Direct Expenses*			
			State of Colorado DOLA ESG-CV \$80K
			State of Colorado DOLA ESG \$20K
Salaries & Benefits	125000	Partial	City of Greeley CDBG \$25K (requested)
Building Repairs & Maintenance	500	N	
Janitorial Services	12000	Y	Christ Community Church \$12K
Motel Overflow	2000	N	
Trash Services	2000	N	
Cell Phones	600	N	
Recruitment - Employee	100	N	
Breakfast	6300	N	
			State of Colorado DOLA ESG \$30K
Dinner	80000	Y	The Weld Trust \$50K
Office Supplies	180	N	
Janitorial Supplies	1500	N	
Kitchen Supplies	1500	N	
Other Supplies	2000	N	
BioHazard/Haz Mat	5000	N	
Laundry	6000	N	
Security	57500	N	
Equipment Purchases <\$5,000	1000	N	
Direct Assist-Homeless Prevention	15000	N	
Indirect Rate (10% on final costs)	31820	N	
Total activity budget/percent secured	413,362	47%	

*Catholic Charities of the Archdiocese of Denver is contracted to staff the shelter overnight, including management oversight, staffing, arranging for sub-contractors like laundry, cleaning, etc., and other related expenses.



COMMUNITY DEVELOPMENT BLOCK GRANT 2022 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Boys & Girls Clubs of Weld County Address: PO Box 812 Greeley, CO 80534
Contact person: Beryl Durazo Title: Vice President for Advancement
Phone number: 970-573-7797 Email: bdurazo@bgcweld.org

If different from above, person authorized to request funds: Terry Adams

Phone # 970-353-1278 Email: tadams@bgcweld.org Agency website: www.bgcweld.org

Applicant Type: ☐ Government/Public agency ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) What year was non-profit status obtained? 1964

Applicant description: (Applicant must have a DUNS number and an "active" registration at www.sam.gov to apply.)

Date of incorporation: 7/1/1968 Agency tax ID number: 84-0529902

DUNS number: 08-038-8697 Authorized signatory: Terry Adams

SAM.gov registered? ☒ Yes ☐ No (Application will not be reviewed without sam.gov registration.)

Provide a **brief** description of the proposed activity, including location (site address) if different from agency address:

Activity name: Family Support Services
Description: *In partnership with North Range Behavioral Health we hope with the support of CDBG to continue to provide a licensed therapist in our Clubs during regular program hours. This collaboration brings a variety of additional services to BGCWC youth, including, but not limited to, clinical services to all members who are in need, group therapies, case consultation, assessments of youth and family needs, skill-building for parents, and staff training. Our goal is to provide the following services each year for our Monfort Clubhouse with CDBG funding: 200+ hours of therapy for youth and their families with 337 of our Greeley club members and their families. Club members will continue to have access to telehealth behavioral services as needed. On-going referrals to community resources such as housing and food assistance programs are an essential part of this therapists position at our Monfort Clubhouse as 76% of our club members on this site are on Free or Reduced Lunch programs.*

What is the **primary service** to be assisted through this request (choose one only):

☐ Shelter ☐ Transportation ☐ Case management ☐ Neighborhood support ☐ Housing specific
☐ Health related ☐ Navigation (through other programs/systems, etc.) ☒ Other Youth services

If you consider the objective to be housing-related, describe your reasoning:

GURA Staff Note: *The activity is not housing related. Applicant provided a statement here that has been moved to Attachment A.*

Funding request: CDBG request \$10,000
Other funding - SECURED \$50,000
Other funding - UNSECURED _____
Total estimated cost to complete the activity \$60,000

Provide the following: ☐ Documentation indicating signatory authority to apply for/receive grants and sign for agency.

Provide the following: ☒ Agency description. Example: Written page; web page "about"; agency brochure.
remainder of this application is to focus on the activity for which funding is requested.

PART 2 - ACTIVITY INFORMATION

Check the Consolidated Plan priority that will be met through this activity. (H=High priority; L=Low priority)

H ☐ Support of affordable housing (incl. housing services)

H ☐ Neighborhood Support

L ☐ Assistance to a Public Facility

L ☒ Assistance to a Public Service (not housing related)

Will the activity benefit (check one) a **specific area**? ☐ Yes

OR Is the benefit to LMI clientele? ☒ Yes

Complete the appropriate section below, either for **area benefit** OR **benefit to LMI clientele**.

If **AREA BENEFIT**, which NEIGHBORHOOD will benefit?

☐ Sunrise Park

☐ 10th Street corridor

☐ John Evans

☐ 14th Avenue/Maplewood

☐ Farr Par/Hillside

☐ NE Greeley (N of 10th St; E of 23rd Ave)

☐ South Sunrise/East UNC

☐ City-wide

☐ Other (describe) _____

OR Provide CensusTracts to benefit: _____

If benefit is to **LMI CLIENTELE** (minimum of 51% low- moderate-income households):

Will benefit be to a **presumed benefit group**? ☐ Yes

If yes, check one presumed category below.

☐ Battered spouses

☐ Migrant farm worker

☐ Illiterate adult

☐ Abused children

☐ Homeless person

☐ Elderly persons (>= 60)

☐ Person living with AIDS

☐ Severely disabled adult ⁽¹⁾

☐ No If no, check the appropriate box below.

☒ At least 51% of clientele are LMI. OR ☐ All clientele to be served by this activity are LMI households.

Proposed public service activity is (check one):

☐ Currently receiving CDBG funds

☒ A new service (has not received support from the City in last 12 months)

☐ An increase in the service currently provided (estimate % of increase): _____ %

Estimate number of clients currently served annually: 3000 (unduplicated) _____ (duplicated)

Public service category (check the most appropriate box):

☐ Senior/Elderly

☐ Substance abuse

☐ Housing related activities

☒ Youth or child care

☐ Crime prevention/awareness

☐ Transportation

☐ Health-physical or mental

☐ Tenant/landlord counseling

☐ Battered/abused spouses

☐ Legal

☐ Lead poisoning screening

☐ Battered/abused youth/children

☐ Persons with disabilities

☐ Employment/training

☐ Other: _____

Please answer (more than Y/N response): Is the agency to provide the service located in Greeley? Does it serve only Greeley clientele? If not, how will services be provided to non-Greeley residents that are ineligible CDBG-beneficiaries? Is the service also being provided by other agencies in Greeley? What is the per unit (person/household) cost to provide the service? For what portion of the activity is CDBG requested (Rent? Salaries? Equipment? Supplies/materials? etc.).

Yes the Monfort Club at 2400 W. 4th Street, Greeley CO 80631 is specifically serving Greeley residents. In addition, our licensed therapist spends over 75% of her time at this location. In addition the requested CDBG funding would pay for the therapists salary only. This therapist serves 337 of our club members and their families at our Monfort Clubhouse with a total of 450+ members and families across our seven locations. Currently we have extensive experience with restricted funding broken down by each of our clubhouses and CDBG funding would only be released for use of funds for Monfort Clubhouse scheduled therapy and meetings. Our Vice President of Finance would reconcile these use of funds with monthly reporting from North Range Behavioral Health Services. On average per unit cost per member served it costs \$135.00 and these services are available in school based setting but not other child care intitutions or neighborhood youth organizations like the Boys & Girls Clubs. GURA staff note: CDBG is being requested only for the Monfort Clubhouse, as all youth there are Greeley residents. The therapist will track her hours (75% of therapists' time) to ensure CDBG only goes to those hours.

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

Estimated cost of activity: \$60,000 CDBG requested: \$10,000 CDBG %: 16%

CDBG funds requested as a ☐ Loan ☒ Grant

Activity will generate program income: ☐ Yes ☒ No ☐ Yes, and request retention of program income

If yes and requesting retention of program income, describe how it will be used to continue to meet a CDBG National Objective and eligible CDBG activity:

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Salary	\$47,500	Y	Restricted donation
Supplies	2,500	Y	Restricted donation
Salary	10,000	N	CDBG
Total activity budget/percent secured	60,000	84.00%	

Discuss unsecured funding. Has it been applied for? What is the timeframe for application and award? What happens if the unsecured funding is not received? Limit your response to the space below.

We have applied for CDBG funding to supplement our Restricted donation. If the unsecured funding is not received we have additional funds to support this specific position.

Identify any CDBG or other City funds received during the past five years and the use of those funds:

City or CDBG?	Year received	Amount	Use of funds

Financial commitment narrative. Describe the benefit of investing CDBG funds in this activity to the neighborhood or clientele served. How dependent are you on CDBG funds? What would be the impact of not receiving the funds. Limit the description to the space provided or provide the entire description as an attachment and note here.

In 2016, BGCWC received a very generous, but restricted, donation. These funds remain in a separate account and are spent down as the restrictions are met (for some programs, this donation is intended to help sustain them for 5-10 years). BGCWC also receives grants that straddle fiscal years and these grant dollars also are held in a separate account until their restrictions are met. We hope that this funding will ensure long-term sustainability of this key program service at our Monfort Clubhouse location. In accordance to GAAP accounting, donations and grants are recorded in the year that they are received and or pledged and therefore cannot be recorded in future years. In turn BGCWC financials may show as a shortfall when, in fact, the money has been received in a previous year and expended in a different year.

Attach the following: ☒ Most recent audit and audit letter ☒ Organization's current operating budget
☐ If available, five year budget plan ☐ Not applicable - City department/division/program

PART 4 - AGENCY CAPACITY

Agency's Mission Statement:

To inspire and enable all young people, especially those who need us most, to reach their full potential as productive, caring, and responsible citizens.

Number of years in operation: 57 ☐ Not applicable, City application

Agency operating budget: 2171622.07 # of paid staff: 50 # of volunteers yearly: 100

Mark agency focus (type of clientele served) - mark as many as apply:

☐ Disabled ☐ Elderly ☐ Homeless ☐ Other: Neighborhood residents
☐ Domestic Violence ☒ Youth ☐ Persons needing transitional housing ☐ Low-mod income persons

Experience with Federal grants, in general: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Briefly describe your general experience with Federal grants:

We receive Federal funding through Boys & Girls Clubs of America and Boys & Girls Clubs of Colorado which requires extensive reporting.

Agency's fiscal year: From 1/1/2021 To 12/31/2021

Experience with GURA as CDBG Administrator: ☒ None ☐ Minimal ☐ Average ☐ Highly experienced

Briefly describe your experience with GURA as CDBG administrator:

Include the following documents with the application:

☐ Not applicable - City application ☒ Proof of insurance
☒ Resumes/Bios of key/executive staff ☒ Organizational chart
☒ Board of Directors terms served, terms remaining ☒ Most recent audit or financial statements
☒ Articles of Incorporation ☒ Evidence of registration on the www.sam.gov website
☒ Bylaws ☒ IRS non-profit status notice [501(c)3 letter]

Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they will be addressed, etc. Limit your description to the space provided.

The Boys & Girls Clubs of Weld County's capacity and administrative systems are stronger than ever. In order to provide continuous evaluation and improvement for management performance and operational compliance BGCWC has the following reports, results, and evaluations on a yearly basis:

- 1. Audit by a firm of Independent Certified Public Accountants. January 1 through December 31 of each year.*
- 2. Safety Audits by the Safety Committee and external safety partners on a bi-annual basis at our 7 locations across Weld County.*
- 3. National Youth Outcomes Initiative (NYOI) is a club member survey is administered on an annual basis.*
- 4. Annual assessment of the CEO's Performance by the Board of Directors.*
- 5. Annual assessment of the management team's performance by the CEO.*

☒ Liability insurance in this amount: \$ ☐ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

Attachment A

2022 CDBG Application – Boys and Girls Club of Weld County

Response from Page 1 – If you consider the objective to be housing related...

GURA Staff Note – The response below was removed from the application. The activity is not housing related.

Through our daily work at our seven clubhouses throughout Weld County, we overcome many of the socio-economic barriers that our 3,000 club members, ages 6-18, face daily. Currently, we have a licensed therapist embedded in our clubs through our Family Support Services program. Having a dedicated Family Support Services role in the Greeley Clubs has spotlighted issues and needs that we have long suspected were just below the surface for many of our club members. Physical, emotional, and psychological trauma can lead to future coping mechanisms that include drug and alcohol abuse and can result in homelessness. Equipping our members with tools – both practical and emotional – will help them "break the cycle."

Boys & Girls Clubs of Weld County
Profit & Loss Budget Overview
January through December 2021

	Jan - Dec 21
Ordinary Income/Expense	
Income	
409997 · With Donor Restrictions	434,698.00
409999 · Without Donor Restrictions	935,500.00
410000 · Special events	651,200.00
499999 · Club Membership Revenue	47,000.00
509999 · Program service fees & Incident	6,500.00
609999 · Miscellaneous Income	6,500.00
Total Income	2,081,398.00
Gross Profit	2,081,398.00
Expense	
710999 · Payroll	1,247,700.65
711999 · Employee benefits	251,119.80
719999 · Payroll taxes	101,459.27
720050 · Workers Comp	30,211.75
749999 · Professional fees	34,850.00
750100 · Expenses-Special Events	79,350.00
759999 · Program Costs	76,160.00
760001 · Family Support Services	60,000.00
769999 · Supplies	29,105.00
791000 · Postage & Incidental Expense	1,700.00
809999 · Equipment maint & rental	12,262.60
819999 · Resource Development	19,345.00
8200 · Occupancy expenses	163,858.00
829999 · Transportation Expense	19,300.00
849999 · Conf, Conv, Train, Board Meals	11,000.00
879999 · Individual/Organization Dues	21,700.00
919999 · Awards, Grants, Staff Appreciat	6,500.00
929999 · Other expenses	6,000.00
Total Expense	2,171,622.07
Net Ordinary Income	(90,224.07)
Net Income	(90,224.07)