



Remote Meeting Instructions for the August 10, 2022, 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 10, 2022

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

4:00 p.m.

- I. Call to Order - Roll Call**
- II. Approval of Minutes** - from the July 13, 2022 meeting
- III. Items of Business**
 - A. Public Hearing to consider the 2023 CDBG Program Applications
 - B. Affordable Housing Application — Hope Apartments-Multi-family Rehab
 - C. RFP on Lot 1 Meyer Minor Subdivision First Replat/Ogilvy/H2
 - D. Election of Officers
- IV. Board Member Comments/Reports**
- V. Staff Report**
- VI. Adjournment**

Next Meeting: September 14, 2022 @ 4:30 p.m.

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 file a complaint, please contact the City of Greeley's designated Disability Rights and Title VI coordinator, Will Jones at (970) 350-9751, 1001 11th Avenue, Greeley, CO, 80631 or at william.jones@greeleygov.com.



**GREELEY URBAN RENEWAL AUTHORITY
Proceedings**

**July 13, 2022
4:30**

This meeting was conducted remotely

I. Call to Order

Chair Cummins called the meeting to order at 4:31 p.m. Commissioners Haas, Leffler, and Silva were present. (Commissioners Lucero and Utrata were absent.) (Commissioner Welsh was not present.)

II. Approval of minutes for the meeting held on April 13, 2022

Commissioner Silva made a motion to approve the minutes for the meeting held on April 13, 2022, as written. Commissioner Haas seconded the motion; the motion carried 4-0. (Commissioners Lucero and Utrata was absent.) (Commissioner Welsh was not present.)

III. Items of Business

Consideration of sale of a GURA property

(Commissioner Welsh arrives.)

GURA issued a Request for Proposals ("RFP") on Lot 2 Meyer Minor Subdivision First Replat ("Property"), a copy of which is attached to this Memo as **Exhibit A**. The Objectives of the RFP were stated as follows:

In accomplishing its statutory objectives, the Authority acquired the property that is the subject of this RFP to address conditions of blight and position the site for redevelopment compatible with site characteristics and conditions, area redevelopment plans, and the City's Comprehensive Plan. With the original purpose for the property acquisition accomplished, the Authority is now interested in disposal of the property for a reuse that furthers the redevelopment objectives for this area. Those objectives include but are not limited to, the following:

- Facilitate the development and redevelopment of vacant, abandoned, and underutilized properties.
- Encourage redevelopment that will result in positive impact by creating new opportunities to stimulate and establish complementary commercial or industrial infill uses in the area.

- Promote new development that enhances the 8th Street Entry Corridor and overall area.
- Encourage development opportunities that are complementary to the Cache la Poudre River corridor, floodplain and related environmental assets.

Only one Proposal was submitted to GURA in response to the RFP. Within the required time Andersen's Sales and Salvage, Inc. ("Andersen") submitted a proposal to purchase the Property in the alternative:

1. Alternative 1. Andersen proposes to use the Property for a pyrolysis plant that will dispose not only of Auto Shredder Residue, but also municipal solid waste that would otherwise go to a landfill. Andersen believes that this venture would bring green/renewable energy to Greeley. Andersen's proposal is to pay \$148,975 (\$.50 per square foot) for the Property if they are able to get the pyrolysis plant approved, financed and operational.
2. Alternative 2. Since Alternative 1 is very complex and is dependent on many variables, Andersen proposes to double the price (\$297,950 *i.e.*, \$1.00 per square foot) for the Property if they are unable to get the pyrolysis plant up and running on schedule.

GURA Staff and Andersen have negotiated a Contract that is attached as **Exhibit B**. The Contract provides the following important points:

1. Andersen agrees to buy the Property for \$297,950 with half of that amount in cash at closing 60 days after the date of the Contract and the remaining amount in the form of a promissory note secured by a deed of trust against the Property. The promissory note would be forgiven if the pyrolysis plant opens and is operational within three years after the date of closing.
2. Andersen takes possession subject to the existing City of Greeley and Barton Hay Grinding Leases that exist on the Property through the end of 2022.
3. The Contract is subject to standard due diligence items, such as title, inspection, environmental and survey, All such due diligence items to be removed before closing.

Benjamin Snow, Director Economic Health & Housing addressed questions regarding environmental concerns noting that the site would go through the normal site plan review process.

Commissioner Leffler made a motion to approve the Anderson Contract and to give staff authority make minor modifications to the Contract as needed to complete the transaction and close on the Property. Commissioner Haas seconded the motion; the motion carried 5-0. (Commissioners Lucero and Utrata were absent.)

IV. Board Member Comments/Reports

(Commissioner Leffler exits the meeting)

Chair Cummins noted that the August 10, 2022 GURA board meeting would be held at 4:00 p.m. via Zoom.

At Commissioner Haas's request Commissioner Welsh gave an update on the new library and innovation center in downtown Greeley

V. Staff Report

None

VI. Adjournment

There being no more business, the meeting was adjourned at 5:04 p.m.

Benjamin Snow, Secretary

Jediah Cummins, Chair



GREELEY URBAN RENEWAL AUTHORITY Memorandum

TO: GURA Board of Commissioners
RE: Public Hearing for the 2023 Activities and Budget for Annual Action Plan
FROM: Carol Larsen, Grant Specialist
DATE: August 10, 2022

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 hear from 2023 CDBG applicants, hold a public hearing, and recommend activities and a budget for 2023, the fourth 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. This committee disbanded; however, the applications were mailed to the two remaining interested members. Any comments received are included.
- Exhibits E and F – Respectively, staff's proposed CDBG Administrative budget and Housing Rehab Program Administrative budget and the overall budget proposed.
- Exhibit G – Proposed resolution to adopt the CDBG and HOME budgets, as identified in the 2023 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.

There is also a worksheet attachment with a comparison of the public service applications received. When making staff recommendations, the February 2022 Work Session discussion on reducing public services exposure was taken into consideration. At that meeting, it was decided public services should be judged based on Consolidated Plan priority and longevity of receiving funding. The Board has also expressed interest in per-unit cost to provide the services. The worksheet attempts to provide a review of that, as well.

There are three "looks" at per-unit cost: (1) As provided by the applicant within the applications; (2) By dividing the number anticipated to be served into the estimated budget provided; and (3) By using the most recent grant year numbers served into the estimated budget. (You will note, these numbers can be quite different.) All per-unit costs are based on applicant-provided 2023 budget estimates.

The recommended 2023 CDBG budget would fund only Senior Resource Services dba 60+ Ride and the Northern Colorado Veterans Resource Center. All other applications have received funding for six years or more. Public services would account for about 5.3% of the grant, as proposed by staff. The maximum by CDBG regulations is 15%.

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. Staff returned to offering in-person neighborhood meetings and continued to push information out through social media and local libraries. (Neighborhood meetings were held on June 16th and July 7th, 2022.) 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 are no public facility requests this year.

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 each application.
- The applicant will answer any Board questions or clarify anything that is incorrect on the slide. They should not add further comment at this time, 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 Chair will open the public hearing so that input can be provided prior to the Board's deliberation. If applicants do not agree with the proposed budget, they can be allotted time to make public comment on the budget. The public hearing will then close, and the Board will discuss and formulate their budget recommendation.
- A vote will be taken for the budget the Board wishes 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).

Annual Funding Applications and Budget Recommendations



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

Program Year 2023
(4th Year of 2020-2024 Consolidated Plan)

Prepared for
GURA Board of Commissioners



TABLE OF CONTENTS
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

Wednesday August 10, 2022

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 (including public services applications review)
- B. 2020-2024 Budget Estimates from Consolidated Plan
- 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 2023
- G. Proposed Resolution to accept CDBG funding recommendations & proposed budget

PROGRAM YEAR 2023 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. NEWSED CDC | Housing counseling services |
| 3. Catholic Charities | Housing navigator (public service) Guadalupe Community Center |
| 4. Greeley Transitional House | Housing case manager (public service) – Greeley Family House |

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

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

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

- | | |
|---|--|
| 9. United Way | Cold weather shelter 2023-2024 season |
| 10. Northern Colorado Veterans Service Center | Peer Navigator support (veterans' services) |
| 11. Senior Resource Center | 60+ Ride Program - transportation services for seniors 60+ |

Administration

- (1) General CDBG administration
- (2) Administration of Housing Rehab program

2023 Action Plan available for review and public comment August 11, 2022 through September 11, 2022 at www.greeleygov.com/urbanrenewal and the four local libraries.



COMMUNITY DEVELOPMENT BLOCK GRANT

Notice of Funding Availability (NOFA) and Request for Applications – Program Year 2023



The application process for the City of Greeley's 2023 Community Development Block Grant funds is now open. The process is part of the Five-Year Consolidated Plan (this is the 4th 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, 2022	CDBG Applications available for Fiscal Year 2022 funding.
June 15, 2022	Technical assistance for applicants. 12:00-1:00. City Center North, 1100 10 th Street, Room 1107. Entrances on west side of building.
June 16, 2022	1st Neighborhood Meeting – for public wanting to learn about CDBG and citizen participation. 12:00-1:00. City Center North Room 1107-address above
June 17, 2022	Technical assistance for applicants. 12:00-1:00. City Center North Room 1107.
July 7, 2022	2nd Neighborhood Meeting – for public wanting to learn about CDBG and citizen participation. 4:00-5:00 Greeley Recreation Center, 651 10 th Avenue Room 102
July 20, 2022	Last day to submit applications to GURA
August 10, 2022 – 4:00	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 11-September 11, 2022	Thirty (30) day public comment period. Written comments to GURA-Attn: Carol Larsen 1100 10 th St. Suite 402, Greeley, CO 80631 or carol.larsen@greeleygov.com . Comments received will be included in Annual Action Plan & responded to in writing.
September 27, 2022	City Council work session for preliminary review of 2023 CDBG budget requests.
October 4, 2022	Second public hearing - City Council for approval of the CDBG budget. Funding requests will be finalized by Council at the meeting.*
November 15, 2022	2023 Annual Action Plan ready for submittal to HUD.
June 2023 approx.	CDBG funds become available for approved 2023 projects.

The City of Greeley does not discriminate on the basis of disability, race, color, national origin, or gender. For more information about protected classes and civil rights, or to file a complaint, please contact the City of Greeley's designated Disability Rights and Title VI coordinator, Will Jones at (970) 350-9751, 1001 11th Avenue, Greeley, CO, 80631 or at will.jones@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: childcare, 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 (this part of rehab program discontinued in 2022), 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
-----------------------------------	--------

Assist public service activities

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

Administration

20% annually	168,000
--------------	---------

Housing

Housing rehab admin	20,000
Rehab loans - SF (\$23,000 per rehab) 3/year (discontinued in 2022; funds will ove to other affordable housing activity)	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	145,000
Property acquired for housing-multi-family	50,000
Infrastructure support for multi-family	25,000
Rehab loans - multi-family	
Support public services related to housing (Example-GTH, Navigation Center, Continuum)	
Estimated expenditures	945,000



235,000

2023 CDBG Application Overview

Applicant/Request	\$ Request	Est. Activity Cost	Request %	\$ Recommend
ADMINISTRATION				
CDBG Administration: General administration of grant; support for 2.5 FTE; 20% of grant will be allocated.	168,000			168,000
Housing Rehab Administration: Loan payment processing; defaults and collections; additional support for 1 staff member.	25,000			25,000
AFFORDABLE HOUSING, INCLUDING HOUSING SERVICES				
CDBG activity: Support for affordable housing Applicant: 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.	\$131,555	TBD	TBD	\$131,000
CDBG activity: Public Service Applicant: NEWSED-Community Development Corporation Agency focus: Housing counseling services Funding request: Support staff costs for new Greeley office. Currently, only in Denver. Services to include counseling at all areas of homeownership, including pre-purchase, homebuyer, and default. Would be only HUD-certified counseling in Greeley. Prior CDBG support: New applicant to Greeley CDBG.	\$40,000	\$80,000	50%	\$0.00
CDBG activity: Public Service Applicant: Catholic Charities/Guadalupe Community Center Agency focus: Shelter and case management for persons experiencing homelessness 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	\$46,725	32%	0
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	\$55,157	18%	0

Attachment C

Applicant/Request	\$ Request	Activity Cost	Request %	\$ Recommend
PUBLIC IMPROVEMENTS (INFRASTRUCTURE)				
CDBG activity: Public facilities & infrastructure Applicant: City of Greeley Public Works Funding Request: Continued work in Maplewood neighborhood (phase 6) and/or Wilshire neighborhood (phase 1). New infrastructure/improved; sidewalks, ramps; move utility poles; other as noted in application. Prior CDBG support: CDBG has five years of support in the Maplewood neighborhood. If funds allow, this would be year one in Wilshire. Staff note: The application is for work in both neighborhoods. Due to budgetary limitations, it is expected that work will only be done in Maplewood.	\$1,797,417	\$1,797,417	100%	\$391,400 plus project \$11,400 GURA project management; budget adjustments will be made in this activity
CDBG activity: Public facilities & infrastructure Applicant: City of Greeley Public Works Funding request: Reconstruction of alleys; Sunrise Park neighborhood. Cost is \$12,000-\$15,000 per alley. Prior CDBG support: CDBG has provided support to alley reconstruction since 2019.	\$125,000	\$125,000	100%	\$125,000 plus \$2,700 GURA project management
CDBG activity: Public facilities & infrastructure Applicant: City of Greeley CPRD-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.	\$20,000	\$23,000	87%	\$20,000 plus \$500 GURA project management
PUBLIC SERVICES-NEIGHBORHOOD IMPROVEMENT				
CDBG activity: Public Service Applicant: 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. 2023 will be the 48 th clean-up. Prior CDBG support: CDBG has supported for at least 25 years.	\$15,000	\$90,096	17%	\$15,000
PUBLIC SERVICES-NON-PROFIT ASSISTANCE (NON-HOUSING)				
CDBG activity: Public Service Applicant: United Way of Weld County 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 (Guadalupe Community Center staff, in past years) with direct service contact with shelter guests. Prior CDBG support: CDBG supported United Way and the shelter in 2016, 2017, 2019, 2020, 2021. CDBG-CV supported Housing Navigation Center, which includes the Cold Weather Shelter, with \$360,000 in 2022	\$25,000	\$546,078	5%	\$0.00

Attachment C

Applicant/Request	\$ Request	Activity Cost	Request %	\$ Recommend
PUBLIC SERVICES-NON-PROFIT ASSISTANCE (NON-HOUSING)				
CDBG activity: Public Service Applicant: Northern Colorado Veterans Resource Center 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. The increase in CDBG funding would help fund additional Peer Navigation staff. Prior CDBG support: CDBG support in 2021 and 2022. Staff note: Application requests support of additional staff member. If there is not a new hire on July 1, 2023, recommend reduction of award to \$10,000.	\$20,000	\$50,000	40%	\$20,000 (See staff note in left column)
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	\$33,600	30%	\$10,000
Totals	\$2,401,972			\$920,000

Potential Revenue				
2022 CDBG Grant				\$840,000
Program income/revolving loan funds				60,000
Prior years' grant funds				20,000
Total				\$920,000

Public service total/% of anticipated grant: \$45,000/\$840,000 = 5.4%. HUD maximum is 15%. The Board's recommendation in 2010 was not to exceed 6.5%.

Attachment D

Citizens Committee Comments

This Committee has disbanded; however, applications were mailed to the remaining two members for comment. At the time packets were sent to the Board, no comments had been received.

CDBG Grant Administrative Budget - Proposed

Funding/Program Year 2023

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.

Housing Rehab Administrative Budget - Proposed

Administration of Housing Rehab program; loan servicing, etc.

Personnel	\$25,000
------------------	-----------------

Community Development Block Grant

Program Year 2023

1. Administration	\$193,000	
A. General Grant Administration		\$168,000
B. Housing Rehab Program Administration		25,000
2. Support Efforts to Preserve, Maintain, and Provide Affordable Housing	\$131,000	
A. TBD Affordable Housing Project		131,000
2. Support Efforts to Revitalize Neighborhoods of the Redevelopment District	\$566,000	
A. Redevelopment District infrastructure improvements		402,800 *
B. Redevelopment District alley reconstruction		127,700 *
C. Redevelopment District parkways tree plantings		20,500 *
D. Clean-up Weekend		15,000 #
3. Support Public Services that Assist Homeless, LMI, Underserved, & Special Needs Residents	\$30,000	
A. Northern Colorado Veterans Service Center		20,000 #
B. Senior Resource Services		10,000 #
TOTAL PROJECTED EXPENDITURES		\$920,000
REVENUE EXPECTED		
2023 grant projected		\$840,000
Program income & revolving loan funds		\$60,000
Prior years' grant funds		\$20,000
TOTAL PROJECTED REVENUE		\$920,000

NOTES:

* Activities include project management costs

Public services = approximately 5.4% if grant is \$840,000

Budget will finalize in 2023 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 2022**

**RESOLUTION RECOMMENDING APPROVAL OF PROPOSED
COMMUNITY DEVELOPMENT BLOCK GRANT and
HOME INVESTMENT PARTNERSHIP PROGRAM BUDGETS
FOR 2023, 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 2023 Annual Year; and

WHEREAS, after receiving appropriate citizen input and public participation for the CDBG program and review of the HOME budget within the 2023 Action Plan, budgets have been devised that identifies specific activities to be undertaken in 2023, and the funds recommended for each;

NOW, THEREFORE, BE IT RESOLVED by the Greeley Urban Renewal Authority that the attached CDBG and HOME 2023 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 10th day of August 2022.

**GREELEY URBAN
RENEWAL AUTHORITY**

ATTEST:

Jediah Cummins – Board Chair

Benjamin L. Snow – Secretary

GREELEY URBAN RENEWAL AUTHORITY

**RESOLUTION No. 1
SERIES 2022**

**RESOLUTION RECOMMENDING APPROVAL OF PROPOSED
COMMUNITY DEVELOPMENT BLOCK GRANT and
HOME INVESTMENT PARTNERSHIP PROGRAM BUDGETS
FOR 2023, 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 2023 Annual Year; and

WHEREAS, after receiving appropriate citizen input and public participation for the CDBG program and review of the HOME budget within the 2023 Action Plan, budgets have been devised that identifies specific activities to be undertaken in 2023, and the funds recommended for each;

NOW, THEREFORE, BE IT RESOLVED by the Greeley Urban Renewal Authority that the attached CDBG and HOME 2023 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 10th 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 CDGB 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 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 FRADULENT 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.

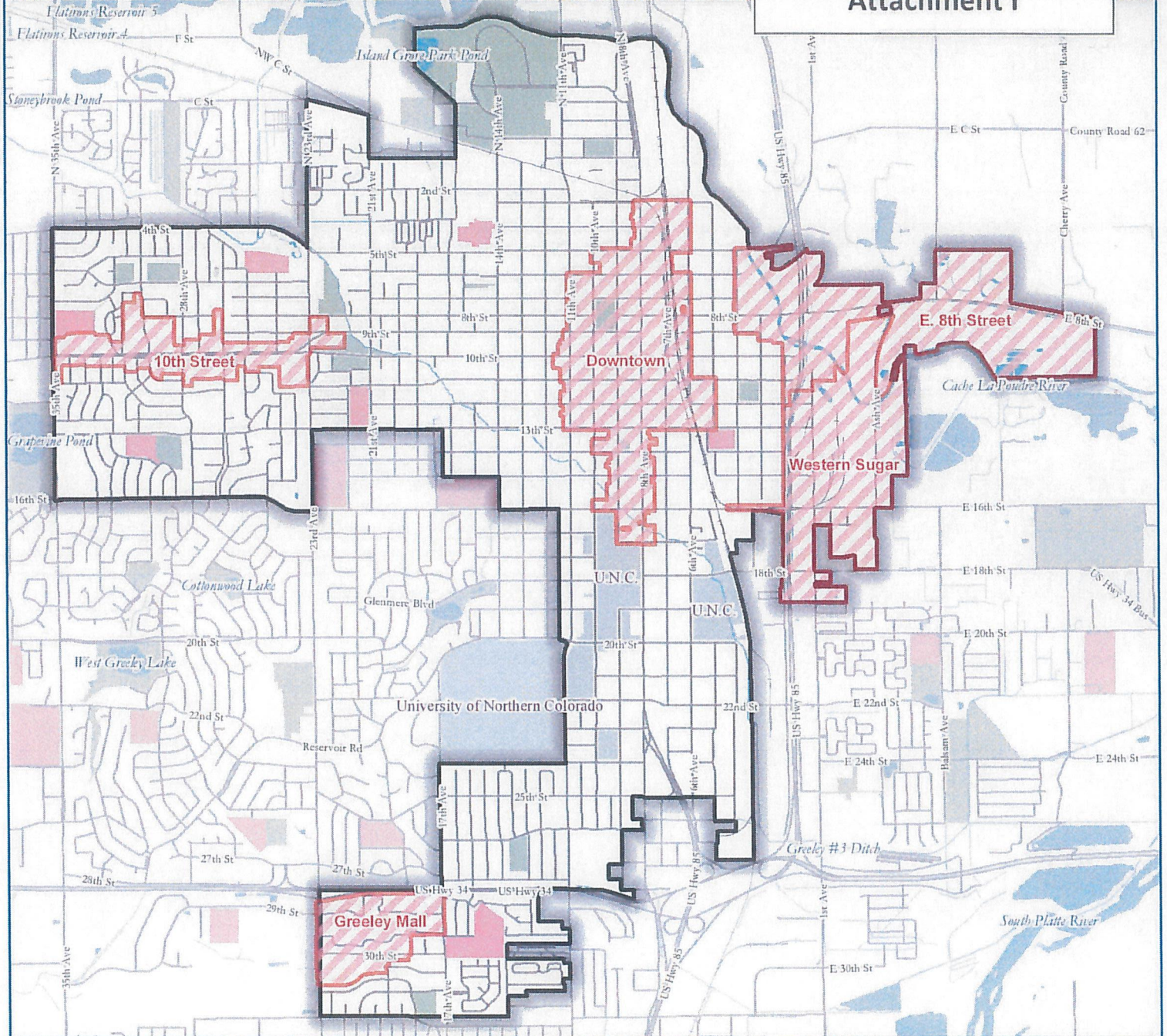
FOR GURA USE ONLY:

Application received by: _____ Date: _____

GURA Manager reviewed: _____ Date: _____

REDEVELOPMENT DISTRICT

Attachment I



Created: December 29, 2010
By: Planning, GIS

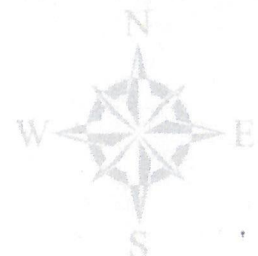
Legend

- | | | | |
|--|-----------------------------|--|----------------|
| | 2010 Urban Renewal Boundary | | Public Schools |
| | Railroad | | Universities |
| | Waterbodies | | Parklands |
| | TIF Districts | | |
| | GURA | | Other |
| | 10th Street | | Downtown |
| | Western Sugar | | |
| | Greeley Mall | | |
| | E. 8th Street | | |

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 (NMAS). 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

2023 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: 970-350-9383 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

UEI number: VJG3QJJKZ1X6 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: TBD Affordable Housing Activity/Project
Provide assistance to an affordable housing project. Funding awarded under this application may be for land acquisition, infrastructure associated with an affordable housing development, reconstruction or conversion, rehabilitation of multi-family units, or other TBD housing activity that has CDBG-eligibility. Interested owners/developers may apply for funding from GURA's Affordable Housing Program any time during the year.

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 or conversion | ☒ Housing reconstruction or conversion |

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

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

Funding request:	CDBG request	<u>\$131,555</u>
	Other funding - SECURED	<u>Unknown</u>
	Other funding - UNSECURED	<u>Unknown</u>
	Total estimated cost to complete the activity	<u>\$131,555</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: _____ (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: 6/1/2023 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 collobaration with other partners to acquire site to develop or assist with infrastructure costs, provide assistance for multi-family rehab, etc. GURA has had conversations with Greeley-Weld Housing Authority to jointly look at possible acquisitions with none found todate.

Attach the following: ☒ NA Photos of proposed activity areas

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

Estimated cost of activity: TBD CDBG requested: \$131,555 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:

Unable to address this until a project is identified.

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
<i>Note: An estimate of cost is required to demonstrate the need for CDBG. Full budget will be required for CDBG Agreement.</i>			
<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.

GURA intends to partner with either an agency and or developer who would apply for other funding sources such as tax credits, private activity bond and other available state funding to acquire a site and construct new housing units or other agency that needs funds to acquire or rehab multi-family units. If a partner is not found, these funds will be unused. At some point they will need to return to the general budget for re-allocation to another activity, as they affect the 1.5x marker for expended funds.

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>2020-2022</i>	<i>\$996,220</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 committed to assist with creation of additional housing units to make up existing shortage. Without local support other funding agencies might not consider funding for a project of this nature.

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 of experience 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 involved in developing scopes of work and 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

2023 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: NEWSSED Community Development Corporation Address: 901 W. 10th Avenue, Suite 2A, Denver, CO 80204

Contact person: Andrea Barela Title: President & CEO

Phone number: 303-534-8342 ext 11 Email: abarela@newsed.org

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

Phone # N/A Email: N/A Agency website: www.Newsed.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? 2004

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

Date of incorporation: 2/1/1973 Agency tax ID number: 74-2275534

UEI number: DUJ1JSRE9CL3 Authorized signatory: Andrea Barela

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 Counseling

Description: **SEE ATTACHMENT A FOR FULL DESCRIPTION.** NEWSSED is a full-service housing counseling agency. Our programming is in English and Spanish and free to clients. We provide pre- and post-purchase counseling, monthly homebuyer workshops in-house and online, foreclosure prevention counseling, referrals to support service and public housing rentals, conduct income qualification and promote deed-restricted properties to homebuyers for IHO units, provide down payment assistance and access to Lending Circles, referrals to low-income experienced lenders, realtors and various other community resources. Counseling services and homebuyer workshops cover financial education, credit restoration, how to harness energy efficiency and provides information on smart home care techniques and practices. Foreclosure counseling assists individuals with navigating the banking process to find

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 low and moderate income population of Greeley are underserved in terms of housing counseling related activities based on the fact that there are no HUD approved housing counseling organizations in the area. NEWSSED is looking to serve that community need.

Funding request:	CDBG request	<u>\$40,000</u>
	Other funding - SECURED	<u>\$40,000</u>
	Other funding - UNSECURED	<u>\$0</u>
	Total estimated cost to complete the activity	<u>\$80,000</u>

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

Provide the following: ☒ Agency description. <https://newsed.org/about-us/>

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: _____ 0 (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.).

We aim to expand our full-service, HUD and CHFA approved housing services to Greeley. We currently serve 0 clients in Greeley but we serve 1200 clients annually statewide. We plan to open a satellite office and/or secure donated space and hire a bilingual, HUD certified housing counselor. We are not aware of other gencies providing HUD certified housing counseling services in Greeley. We are aware of a Northern Colorado housing organization called Neighbor to Neighbor but we do not know the full scope of their services. NEWSED provides cost effective individual and group counseling services. The number of hours provided per household ranges from 4 of pre-purchase counseling to 6-8 for homebuyer education and delinquency/default counseling. Counselors are available to assist clients daily, and often provide one-on-one services. Often for delinquency counseling, there is a long wait for lender assistance, but NEWSED is usually able to step in. NEWSED has a consistent track record of surpassing its stated goals thereby reducing the per household cost of counseling. We plan to serve 125 clients during this period. The cost per household is less than \$400. NEWSED is meeting a critical community need and does so in a very affordable manner. We are requesting funds to support one salary.

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

Estimated cost of activity: \$168,000 CDBG requested: \$40,000 CDBG %: 24%

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
Please submit the activity budget on the "budget attachment"			
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.

We do not have any unsecured funding for this expansion to Greeley.

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>) from 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.

It is NEWSED's belief that any individual can achieve home ownership. It is our understanding and practice that to increase housing options financial education and counseling is key. This entails a thorough intake and action plan process that can take anywhere from a couple of months to two years. Program outcomes include increased financial knowledge, security and asset building. This results in long term social progress in the form of family and community sustainability and financial strength that breaks systemic cycles of poverty. We have secured 50% of the funding to expand our program and serve Greeley residents and we are seeking CDBG funds to cover the remaining costs. If we do not receive CDBG funds, this would be a set back in our ability to provide services in Greeley.

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:

NEWSED promotes the economic success of underserved populations in the seven-county Denver metro area through community development with a focus on affordable housing, small businesses and asset creation.

Number of years in operation: 49 ☐ Not applicable, City application

Agency operating budget: \$1,576,115.11 # of paid staff: 3 FT/6PT # 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:

NEWSED has received CDBG funds for over 30 years. NEWSED has also received federal pass through funding from National agencies such as Esperanza and Chicanos por La Causa for several years. Most recently, we have experience administering the American Rescue Plan Act (ARPA) grants for small businesses.

Agency's fiscal year: From 1/1/2023 To 12/31/2023

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

Briefly describe your experience with GURA as CDBG administrator:

This is our first year applying for GURA funding. NEWSED has received CDBG funds from Denver for over 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.

Ten board members govern NEWSED. They meet regularly to oversee the strategic direction and financial management of the organization. They have a wide variety of skills and expertise in the following areas: Community development, lending, investing, banking, real estate, real estate law, consulting/mediation, community affairs, and non-profit leadership and development. One third of our members represent the LMI community we serve. We have three year term limits, please see the attached 2022 Board List for term limits. Veronica Acosta is our Homeownership Counseling Manager (resume attached) and oversees the program and all staff. She has extensive experience and is a bilingual, HUD certified housing counselor. There are no gaps in our administrative systems.

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

2023 CDBG Application
NEWSED-Community Development Corporation
Attachment A

Description: NEWSED is a full-service housing counseling agency. Our programming is in English and Spanish and free to clients. We provide pre- and post-purchase counseling, monthly homebuyer workshops in-house and online, foreclosure prevention counseling, referrals to support service and public housing rentals, conduct income qualification and promote deed-restricted properties to homebuyers for IHO units, provide down payment assistance and access to Lending Circles, referrals to low-income experienced lenders, realtors and various other community resources. Counseling services and homebuyer workshops cover financial education, credit restoration, how to harness energy efficiency and provides information on smart home care techniques and practices. Foreclosure counseling assists individuals with navigating the banking process to find better options and possible loan modifications. We would like to expand our services and hire a bilingual, HUD cetified housing counselor to serve the Greeley community. This satellite location is TBD.

CDBG Application
Budget Attachment

Agency: NEWSED Community Development Corp Activity: Housing Counseling

What is the agency's overall operating budget for 2023? \$1,576,115.11 The Board has not approved a 2023 FY budget yet.

Budget estimate is for: ☐ Jan-Dec 2022 ☒ Jan-Dec 2023 ☐ Other: _____

In the space below, provide the projected CDBG activity's budget. This will be used as the baseline budget when determining need for CDBG, to determine cost reasonableness, and to formulate the budget for the CDBG Subrecipient Agreement.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding (Private donations? Other federal? CDBG? Other?)
Counselor Salary	40,000.00	N	CDBG Greeley
Housing Counselor Manager Salary	32,000	y	Other
Utility	600	y	Other
Supplies	1500	y	Other
Marketing	1000	y	Other
Staff Training	2000	y	Other
Mileage	500	y	Other
Rent/Facilities	2400	y	Other
Total activity budget projected	80,000.00		

Provide any budget notes you think appropriate in the space below.

NEWSED is applying for \$40,000 that will be totally allocated to a housing counselor salary

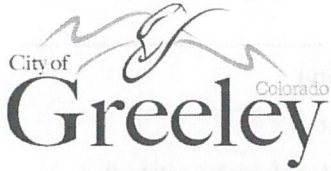
NEWSED CDC **2022 Organizational Budget**

	BUDGET 2022
Income	
40055 Event Revenue	
40060 ATM Income	7,200.00
40065 Beverage Sales	
40070 Alcohol Sales	36,363.00
40075 Beer Sales	274,689.00
40080 Margarita Sales	92,650.00
40085 Soft Drink/Water Sales	67,906.00
Total 40065 Beverage Sales	\$ 471,608.00
40090 Carnival Revenue	900.00
40105 First Friday Income	17,500.00
40110 Merchandise Income	4,000.00
40120 Sponsorship/Exhibitor Income	
40125 CRA Sponsorships & Tables	55,000.00
40130 Discounts/Refunds Given	
40135 Exhibitor Income	165,000.00
40140 Sponsorship	225,000.00
Total 40120 Sponsorship/Exhibitor Income	\$ 445,000.00
Total 40055 Event Revenue	\$ 946,208.00
40175 Contributions Revenue	
40190 Contributions Income	
40195 General Contributions	50,000.00
Total 40175 Contributions Revenue	\$ 50,000.00
40200 Fees Revenue	
40210 Copy Fees	154.40
40220 E-Home Online Classes	883.71
40225 Management Fees	8,000.00
Total 40200 Fees Revenue	\$ 9,038.11
40240 Miscellaneous Revenue	
40255 Purchase Rewards	600.00
Total 40165 General Income	\$ 59,638.11
40260 Grant Revenue	
40295 Foundation/Corporate Revenue	
40275 Colorado Latino Foundation	
40300 Alpine Bank	
40305 Bank of America	20,000.00
40310 BBVA/PNC Bank	
40315 Capital One	10,000.00
40325 Denver Foundation Grant	20,000.00
40335 JPMorgan	5,000.00
40340 LCFC	2,500.00

40350 NALCAB	52,500.00
40360 Opus Foundation	5,000.00
40375 Wells Fargo	10,000.00
Key Bank	10,000.00
Denver Water	5,000.00
Total 40295 Foundation/Corporate Revenue	\$ 140,000.00
40390 Government Contracts Revenue	
40410 CHFA	30,000.00
40440 Denver Business Grant Revenue	190,000.00
40445 Denver Housing Counseling	50,000.00
40450 Esperanza/HUD	68,249.00
Total 40390 Government Contracts Revenue	\$ 338,249.00
Total 40260 Grant Revenue	\$ 478,249.00
40490 Rent Revenue	
40500 Incubator (Zone Program) Rent Revenue	10,000.00
40525 Tenants Rent Revenue	
40530 733/Parking Lot Revenue	80,220.00
40535 740 Kalamath Rent Revenue	1,800.00
Total 40525 Tenants Rent Revenue	\$ 82,020.00
Total 40490 Rent Revenue	\$ 92,020.00
Total Income	\$ 1,576,115.11
Gross Profit	\$ 1,576,115.11
Expenses	
60030 Event Expenses	0.00
60035 Advertising and Marketing	5,000.00
60040 Beverage Expenses	0.00
60045 Alcohol Purchases	11,250.00
60050 Beer Purchases	60,000.00
60055 Margarita Purchases	24,000.00
60060 Soft Drinks/Water Expenses	36,000.00
Total 60040 Beverage Expenses	\$ 131,250.00
60065 Catering Expenses	15,000.00
60070 Contract Labor	47,050.00
60075 Entertainment	69,200.00
60080 Event Merchant Fees	550.00
60100 Plaques	1,015.00
60105 Production Costs	0.00
60110 Barricade/Fencing Expenses	35,000.00
60115 Chairs/Tables & Canopies	32,100.00
60120 Clean Up Deposit Return	0.00
60125 Cleaning Expense	27,975.00
60130 Equipment Rental	10,500.00
60135 Generators Rental	30,525.00
60140 Golf Cart Rental	109.50
60145 Grease/Hydrant/Wastewater	2,120.00
60150 Insurance	33,650.00
60155 Licenses & Permits	41,175.00

60160 Management Fees		38,000.00
60165 Medical Expenses		5,700.00
60190 Space Rental		14,250.00
60195 Stage Expenses		25,500.00
60200 Trash Removal		22,500.00
Total 60105 Production Costs	\$	319,104.50
60205 Program Supplies		9,905.00
60210 Security		0.00
60215 Denver Police Department		33,000.00
60220 Private Security		30,000.00
Total 60210 Security	\$	63,000.00
60225 Staff Meals/Snacks		0.00
Total 60030 Event Expenses	\$	658,274.50
60235 General & Administrative		
60240 Advertising and Marketing		12,000.00
60265 Bad Debt Expense		2,500.00
60270 Bank Service Charges		1,200.00
60275 Charitable Contributions		2,000.00
60280 Cleaning Expense		6,000.00
60315 Copier Expense		6,480.00
60320 Credit Check Fees		2,595.47
60325 Dues & Subscriptions		8,959.90
60335 Food/Kitchen Supplies		1,500.00
60340 Gifts/Flowers		150.00
60350 Insurance		
60360 Business Liability		5,052.96
60365 Cyber Liability		3,325.00
60370 Dental, Vision & Life Insurance		6,392.16
60380 Health Insurance		43,316.40
60400 Workmen's Compensation		4,200.00
Total 60350 Insurance	\$	62,286.52
60405 Late Fees/Penalties		
60410 Licenses and Permits		7,700.00
60420 Merchant Fees		3,000.00
60430 Office Supplies		5,551.54
60435 Payroll Expenses		
60445 Bonus		10,582.42
60450 Denver Occupational Priv. Tax		384.00
60455 Payroll Processing Fees & HR Services		15,992.90
60460 Payroll Taxes (FICA/Medi)		28,050.31
60465 Salary/Wages		366,670.75
60470 SUTA Payroll Taxes		0.00
Total 60435 Payroll Expenses	\$	421,680.38
60475 Postage and Delivery		500.00
60480 Printing & Reproduction		1,000.00
60485 Professional Development		2,000.00
60490 Professional Fees		

60495 Accounting Fees		52,800.00
60505 Auditing Fees		15,000.00
60510 Consulting Fees		19,500.00
60515 Contract Labor Expenses		22,200.00
60518 Grant Writing Expenses		15,000.00
60520 IT Consulting		4,000.00
60525 Legal Fees		5,000.00
60530 Tax Prep Fees		3,000.00
60535 Recruiting		200.00
Total 60490 Professional Fees	\$	136,700.00
60540 Rent Expense		113,610.00
60545 Repairs and Maintenance		
60550 Building		15,000.00
60555 Computer Repair		2,000.00
Total 60545 Repairs and Maintenance	\$	17,000.00
60575 Taxes		
60585 Property Taxes		45,000.00
60590 Sales and Use Tax Expenses		20,000.00
Total 60575 Taxes	\$	65,000.00
60595 Travel Expenses		
60600 Airfare		2,000.00
60605 Car Rental Expenses		300.00
60610 Lodging		1,500.00
60615 Meals & Entertainment - 100%		2,669.42
60620 Meals & Entertainment - 50%		1,909.63
60625 Mileage Reimbursement		450.00
60630 Parking & Tolls		18.86
60635 Taxi & Transportation		1,000.00
Total 60595 Travel Expenses	\$	9,847.90
60640 Utilities		
60645 Cable/Internet/Telephone		6,468.00
60650 Gas/Electric Expense		3,684.00
Total 60640 Utilities	\$	10,152.00
60665 Website Costs		1,120.84
60670 Workshop Rental Expense		2,000.00
Total 60235 General & Administrative	\$	902,534.54
60675 Program Expenses		
60685 Workshop Expenses		3,000.00
Total 60675 Program Expenses	\$	3,000.00
Total Expenses	\$	1,563,809.04
Net Operating Income	\$	12,306.07



COMMUNITY DEVELOPMENT BLOCK GRANT

2023 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: Holly Craft Title: Operations Manager, Guadalupe Shelter
Phone number: 970-616-8604 Email: hcraft@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
UEI number: C9A2KGKLVQJ1 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.

☐ 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. A home, for children, offers school continuity, reducing or eliminating the three to six month expected educational interruption with every move.

Funding request:	CDBG request	<u>\$15,000</u>
	Other funding - SECURED	<u>\$31,725</u>
	Other funding - UNSECURED	<u>\$0</u>
	Total estimated cost to complete the activity	<u>\$46,725</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 is centered at the Guadalupe Community Center and Shelter, which is located at 1442 N. 11th Avenue in Greeley, Colorado. The Guadalupe Center and Greeley Family House Housing Navigators focus on expedient housing for their clients. The United Way Housing Navigators have the broad focus of finding housing for our homeless population in the community that are not being served in a shelter program.

The Guadalupe Community Center is the only shelter to serve both single individuals and families from Greeley and Weld County. The Guadalupe Center provides the hope of secure housing for clients who enter our program. The Housing Navigation Program is a critical service offered to residents of the Guadalupe Shelter. If the Housing Navigator serves 300 clients this year, the per unit cost for this service will be \$155.75. The request is for partial support of the Housing Navigator's salary.

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

Estimated cost of activity: \$46,725 CDBG requested: \$15,000 CDBG %: 32%

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
Please submit the activity budget on the "budget attachment"			
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.

Amount listed on the budget attachments 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, 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	2021	\$10,000	case management
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 stable, affordable housing so we can accommodate others who are awaiting our services. The Housing Navigator helps clients locate and transition to affordable housing, making them less likely to return to homelessness. This benefits the people we serve as well as the community at large. We pursue a variety of funding sources, however, we are concerned about diminishing resources that are available for shelter programs. CDBG funding is critical to the agency having enough funding to support specialized and effective positions such as the Housing Navigator.

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: 94 ☐ Not applicable, City application

Agency operating budget: \$39,348,510 # of paid staff: 600 # 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 Holly Craft, Operations Manager and Enita Kearns-Hout, Weld County Regional Director.

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

CDBG Application
Budget Attachment

Agency: Catholic CharitiesActivity: Housing Navigator

What is the agency's overall operating budget for 2023?	39,348,510
---	------------

Budget estimate is for: ☐ Jan-Dec 2022 ☐ Jan-Dec 2023 ☒ Other: July 1, 2022 - June 30, 2023

In the space below, provide the projected CDBG activity's budget. This will be used as the baseline budget when determining need for CDBG, to determine cost reasonableness, and to formulate the budget for the CDBG Subrecipient Agreement.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding (Private donations? Other federal? CDBG? Other?)
Personnel	31,725	Y	Agency budget
Personnel	15,000	N	CDBG
Total activity budget projected	46,725		

Provide any budget notes you think appropriate in the space below.

**Catholic Charities of the Archdiocese of Denver
Weld County - Guadalupe Shelter
Fiscal Year 7/01/2022 - 6/30/2023**

	Budget
<u>Revenues</u>	
Donations	539,734
United Way	30,240
Public Grants	82,955
Private Grants	386,050
Service Contracts	44,400
Total Revenues	\$1,083,379
<u>Expenses</u>	
Personnel	712,189
Occupancy	126,830
Employee Support	5,404
Food and Supplies	29,725
Contracted Services	4,328
Vehicles and Equipment	10,400
Direct Client Assistance	25,900
Postage, Printing, Advertising	980
Miscellaneous Costs	6,185
Total Operating Uses	\$921,941
Depreciation	13,200
Admin Allocations	132,647
Total Operating & Administrative	\$1,067,788
Budget Surplus/(Deficit)	\$15,591



COMMUNITY DEVELOPMENT BLOCK GRANT

2023 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: 970-352-3215 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? 1985

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

Date of incorporation: 1985 Agency tax ID number: 84-1045958

UEI number: LFR4J27QK3D6 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

Description: *These funds will 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, receive on-going case management support, and GFH staff also 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 local landlords to work with low and moderate income families exiting 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	_____
	Other funding - UNSECURED	<u>\$45,157</u>
	Total estimated cost to complete the activity	<u>\$55,157</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 (60 families) (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 shelter at the GFH. No other agency in Greeley/Weld County focuses solely on supporting families experiencing homelessness. It costs \$30/family/night to provide this service. The Housing Case Manager has an annual salary of \$55,156.50 per year. During the 2021 grant cycle, 37 families were seen by the Housing Case Manager (which, if evenly split, would be a cost of \$1,490.72 per family cost) through 296 sessions (which if evenly split would be a cost of \$186.35 per session). This figure remains at a reduced number of families supported compared to "normal years" due to the recovery from the pandemic. GFH anticipates this number increasing as moratoriums are lifted, rents increase, and the world stabilizes to a "new normal" that includes a challenging housing market.

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

Estimated cost of activity: \$55,157 CDBG requested: \$10,000 CDBG %: 18%

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	37,517	N	individuals, corporate & fundraisers
Emergency Shelter Landlord Recruitment & Retention	8,000	N	CO DOLA
Emergency Shelter Landlord Recruitment & Retention	10,000		CDBG
Please submit the activity budget on the "budget attachment"			
Total activity budget/percent secured	55,517		

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 2022 - 2023 CO DOLA grant process is September /October of each year. GFH has consistently applied for this grant and will do so again in 2022. GFH signature fundraiser, Summerfest, continues to be successful, raising 9% more capital in 2021 than the last full event (2019). Current response indicates we will raise at least the same amount as 2021. Additionally, GFH added a two new fundraisers in 2021 raising approximately \$20,000 in additional funds.

City or CDBG?	Year received	Amount	Use of funds
CDBG	2021	\$10,000	Emergency Shelter Public Services Activities
CDBG	2020	\$10,000	Emergency Shelter Public Services Activities
CDBG	2019	\$10,000	Emergency Shelter Public Services Activities
CDBG	2018	\$10,000	Emergency Shelter Public Services Activities
CDBG	2017	\$10,000	Emergency Shelter Public Services Activities
CDBG	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 45% coming from the fundraisers in 2021, 11% from private foundations, and 8% from private individuals. The remainder of our funding comes through 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 to provide the Landlord Support Program, an important part of our continuum of care.

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: 37 ☐ Not applicable, City application

Agency operating budget: 442,190 # of paid staff: 8 # 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 35 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 am fully into my fourth year as Executive Director, and I continue to learn on this grant. I consider my current 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 have a grant-writer, accountant and administrative assistant.

☒ Liability insurance in this amount: \$ 2,000,000.00 ☐ Satisfies bond requirements in 2 CFR 200

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

CDBG Application

Budget Attachment

Agency: Greeley Transitioal House Activity: Landlord Recruitment Program

What is the agency's overall operating budget for 2023? 442,190

Budget estimate is for: ☒ Jan-Dec 2022 ☐ Jan-Dec 2023 ☐ Other: _____

In the space below, provide the projected CDBG activity's budget. This will be used as the baseline budget when determining need for CDBG, to determine cost reasonableness, and to formulate the budget for the CDBG Subrecipient Agreement.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding (Private donations? Other federal? CDBG? Other?)
<i>Emergency Shelter Landlord Recruitment & Retention</i>	<i>37157</i>	<i>N</i>	<i>Indivdiuals, Corporate & fundraisers</i>
<i>Emergency Shelter Landlord Recruitment & Retention</i>	<i>8000</i>	<i>N</i>	<i>CO DOLA</i>
<i>Emergency Shelter Landlord Recruitment & Retention</i>	<i>10000</i>		<i>CDBG</i>
Total activity budget projected	55157		

Provide any budget notes you think appropriate in the space below.

	A	B	C	D
1		Greeley Transitional House dba Greeley Family House		
2				
3		REVENUE	2022	Actual
4		Private Foundation Funding		
5		A V Hunter Trust	10,000	
6		Anschutz Family	7,500	
7		Ernest Martin Family Fund	3,000	
8		George Doering	15,000	
9		Monfort Family Foundation	15,000	
10		Northern Colorado United for Youth	3,600	
11		WeldWerks		
12		United Way Youth Leadership Council	-	
13		Weld Trust	\$ 5,000	
14		Private Foundation Funding Totals	\$ 59,100	\$ -
15				
16		Special Events & Fundraisers		
17		SummerFest Fundraiser	155,000	
18		Colorado Gives Day	15,000	
19		Ace Hardware Round Up Campaign	10,000	
20		Strike Out Homeless Bowling	10,000	
21		Christmas Year-end Campaign	2,700	
22		Friends of the House	3,000	
23		Miscellaneous Fundraisers	2,000	
24		Special Events & Fundraisers Totals	\$ 197,700	
25				
26		Government Grants & Programs		
27		Emergency Food & Shelter Grant (FEMA) UW Administered	15,000	
28		Federal Supportive Grant NFR Rapid Rehousing Program (HUD)	35,000	
29		Emergency Shelter Grant Rapid Rehousing (HUD)	33,000	
30		Emergency Shelter Grant (DOLA)	21,650	
31		NS2G Grant (DOLA)	10,000	
32		City of Greeley (CDBG Grant)	10,000	
33		Weld County CSBG Grant	10,000	
34		Housing Stability Collective Impact (UW funded and administered)	15,120	
35		United Way Designated Donations	3,000	
36		Government Grants & Programs Totals	\$ 152,770	
37				
38		Donations:		
39		Donations	13,000	
40		Board Members	4,320	
41		Donation Totals	\$ 17,320	
42				
43		Other Income		
44		Camfield Corner - Prop. Mgmt.	5,700	
45		Camfield Corner - Case Management	9,600	
46		Other Income Totals	\$ 15,300	
47				
48		Total Revenue	\$ 442,190	
49				
50				
51				
52		Expenses		
53				
54		Salaries	\$ 265,000	
55		Benefits	\$ 29,170	
56		Accounting	\$ 5,700	
57		Audit	\$ 8,300	
58		Form 990 Tax Filing	\$ 2,000	
59		Advertising/Marketing	\$ 450	
60		Bank Charges	\$ 300	
61		Federal Supportive Grant NFR Rapid Rehousing Program (HUD)	\$ 30,000	
62		NS2G Grant (DOLA)	\$ 10,000	
63		Grant Writer	\$ 3,500	
64		Dues/Subscriptions	\$ 1,200	
65		Employee Appreciation	\$ 500	
66		Fundraising	\$ 47,000	
67		Insurance/Shelter	\$ 6,000	
68		Insurance/Directors & Officers	\$ 1,020	
69		Interest Payments - Line of Credit	\$ -	
70		Mortgage Payments	\$ -	
71		Mileage Reimbursement	\$ 600	
72		Miscellaneous Expenses	\$ 850	
73		Office Supplies	\$ 1,200	
74		Operating Supplies	\$ 500	
75		Postage	\$ 300	
76		Property Taxes	\$ 300	
77		Repairs & Maintenance	\$ 1,500	
78		Telephone	\$ 5,100	
79		Training/Planning	\$ 1,000	
80		Utilities & Trash - 1206 10th Street	\$ 17,000	
81		Volunteer Recognition	\$ 500	
82		Unemployment bond		
83		Workmen's Comp.	\$ 3,200	
84		Total Expenses	\$ 442,190	
85				
86				
87		Net Income	\$0	



COMMUNITY DEVELOPMENT BLOCK GRANT

2023 APPLICATION - acquisition or construction-related activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: City of Greeley, Public Works Department Address: 2835 W 10th St, Greeley, CO 80634
Contact person: Paul Trombino III Title: Public Works Director
Phone number: (970) 652-3809 Email: paul.trombino@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: N/A Agency tax ID number: 84-6000593

UEI number: VJG3QJJKZ1X6 Authorized signatory: Paul Trombino III

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: 2023 Infrastructure Improvements - Phase VI Maplewood; Phase I Wilshire

Concrete sidewalk, curb, gutter, crosspans and driveway entrances in the Maplewood and Wilshire neighborhoods are badly deteriorated and do not meet ADA requirements. Work would consist of the removal and replacement of deteriorated and/or noncompliant concrete in the City right-of-way. 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 would occur. Utility poles may also be relocated outside of sidewalks to remove obstructions. Missing concrete infrastructure such as sidewalks, curb and gutter would be installed where appropriate. Maplewood would be first priority, Wilshire would be second priority depending on funding.

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 |

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

Funding request:	CDBG request	<u>\$1,797,417</u>
	Other funding - SECURED	_____
	Other funding - UNSECURED	_____
	Total estimated cost to complete the activity	<u>\$1,797,417</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) Wilshire (S of 10th St, W of 28th Ave)

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: 5/1/2023 Proposed end date: 9/30/2023

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

The City has gone through significant staffing changes in 2021/2022 that have disrupted normal operations. While we hope to be recovered from this by 2023, any additional staffing changes/shortages could result in delays. Construction activity is weather dependent, and abnormal weather could also result in delays.

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.

Crumbling concrete infrastructure in low-moderate income neighborhoods would be addressed, benefitting pedestrian access/travel with sidewalk and ramp replacement and supporting pavement lifespan with curb, gutter and crossspan replacement. If CDBG funding is not received, the City may include one or both of the proposed neighborhoods in a different Keep Greeley Moving funded project in 2023 or future year if budget allows.

Attach the following: ☒ Photos of proposed activity areas

PART 3 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDSEstimated cost of activity: \$1,797,417 CDBG requested: \$1,797,417 CDBG %: 100%CDBG funds requested as a ☐ Loan ☒ Grant ☐ Acquisition or improvements-silent/forgivable loan may be requiredActivity 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
<i>Note: An estimate of cost is required to demonstrate the need for CDBG. Full budget will be required for CDBG Agreement.</i>			
Activity costs as noted in work description	1,797,417	N	CDBG
Total activity budget/percent secured	1,797,417	0.00%	

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 City has the option to contribute additional funds to this project if budget allows. The amount of potential funding is not known at this time. The project scope would be adjusted as necessary depending on the actual amount of CDBG funding received and the availability of other City 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	2022	\$773,000	2022 5th St Sidewalk Reconstruction
CDBG	2021	\$243,591	2021 Infrastructure Improvements-Maplewood Phase V
CDBG	2020	\$350,000	2020 Infrastructure Improvements-Maplewood Phase IV
CDBG	2019	\$500,000	2019 Infrastructure Improvements-Maplewood Phase III
CDBG	2018	\$500,000	2018 Infrastructure Improvements-Maplewood Phase II

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's Keep Greeley Moving tax is the typical funding source for concrete and pavement projects. There are insufficient funds to complete all concrete areas in need of replacement throughout the City. CDBG funding provides a way to increase our area of impact each year. Not receiving CDBG funds could mean that concrete infrastructure would not be improved in these areas for many years to come.

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] |

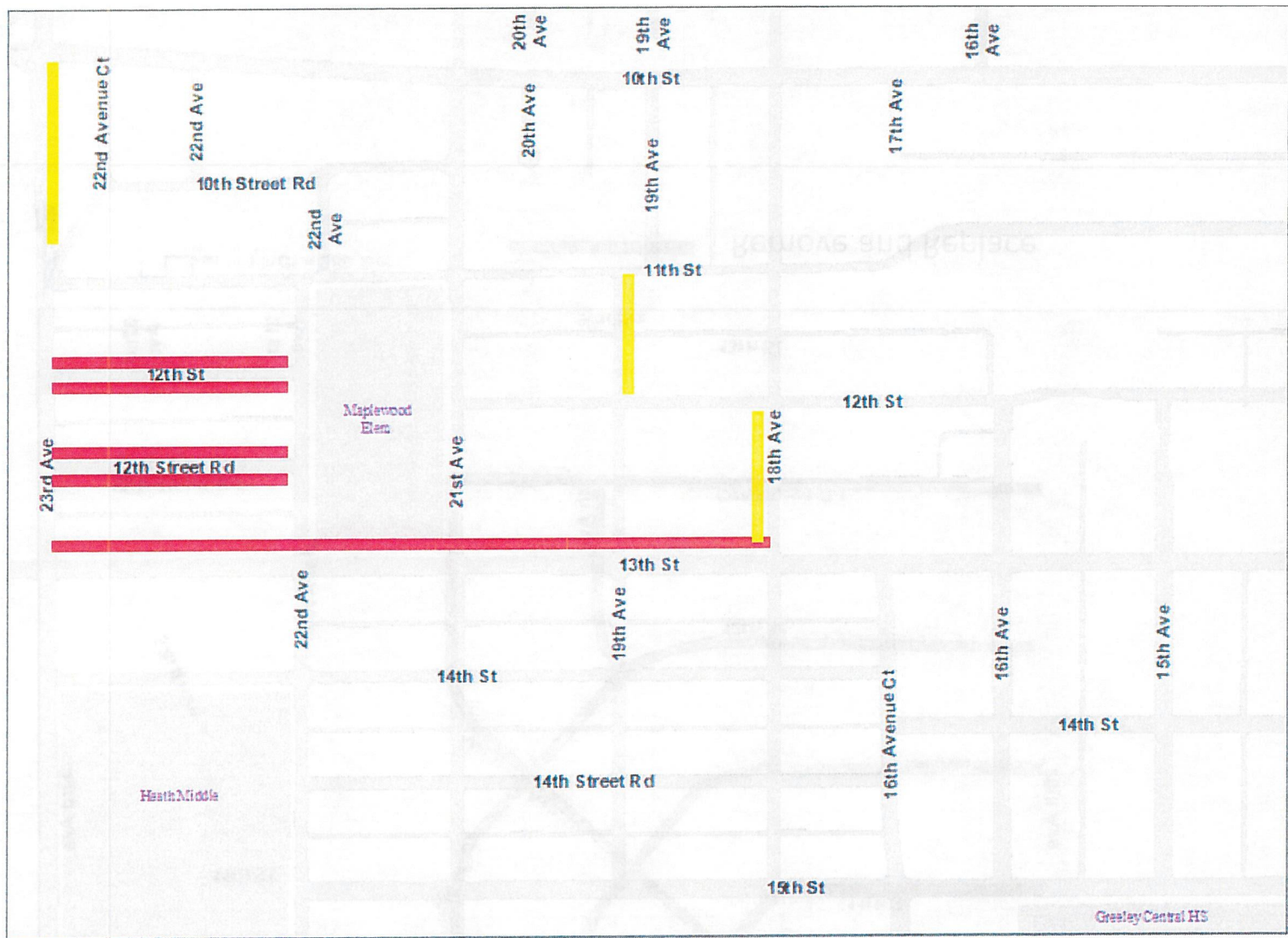
Further Agency Capacity Description: Provide any additional information with regard to your agency's capacity, such as: Board requirements, configuration; who is responsible for program management, particularly those funded with CDBG; any current gaps in your agency's administrative systems and how they 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: \$ self-funded ☒ Satisfies bond requirements in 2 CFR 200

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

Maplewood	Cost	
E1 18th Ave from 12th-13th St	\$	36,669.39
E2 19th Ave from 11th-12th St	\$	42,231.63
E3 13th St from 18th-19th Ave	\$	49,859.48
E4 12th St from 22nd-23rd Ave	\$	177,824.36
E5 13th St from 22nd-23rd Ave	\$	74,349.77
E6 12th St Rd from 22nd-23rd Ave	\$	158,387.67
E7 13th St from 19th-21st Ave	\$	34,937.29
E8 13th St from 21st-22nd Ave	\$	33,786.27
Subtotal:	\$	608,045.87
Wilshire		
E10 29th Ave Ct-10th St to Wilshire	\$	32,627.41
E11 11th St-Wilshire to 28th Ave	\$	82,840.32
E12 30th Ave - 10th St to Wilshire Ave	\$	84,793.28
E13 11th St Rd- Wilshire to 28th Ave	\$	132,390.24
E14 30th Ave Ct - 10th St to Wilshire	\$	119,849.76
E15 12th St - Wilshire Ave to 28th Ave	\$	191,165.89
E16 Wilshire Ave - 11th St to 12th ST Rd	\$	184,238.40
E17 30th Ave - 12thSt to 13th St	\$	83,400.00
E18 12th St Rd - 30th Ave to 28th Ave	\$	143,054.40
E19 12th St Rd - Wilshire Ave to 30th Ave	\$	41,726.40
Subtotal:	\$	1,096,086.11
+Landscape hours	\$	78,000.00
+Portable Sanitary Station	\$	5,640.00
+Pre-Fabricated Concrete Washout Structure	\$	6,000.00
+High Early Mix	\$	3,645.00
Grand Total		\$ 1,797,416.97



1 inch = 396 feet



New install, Currently no Sidewalk



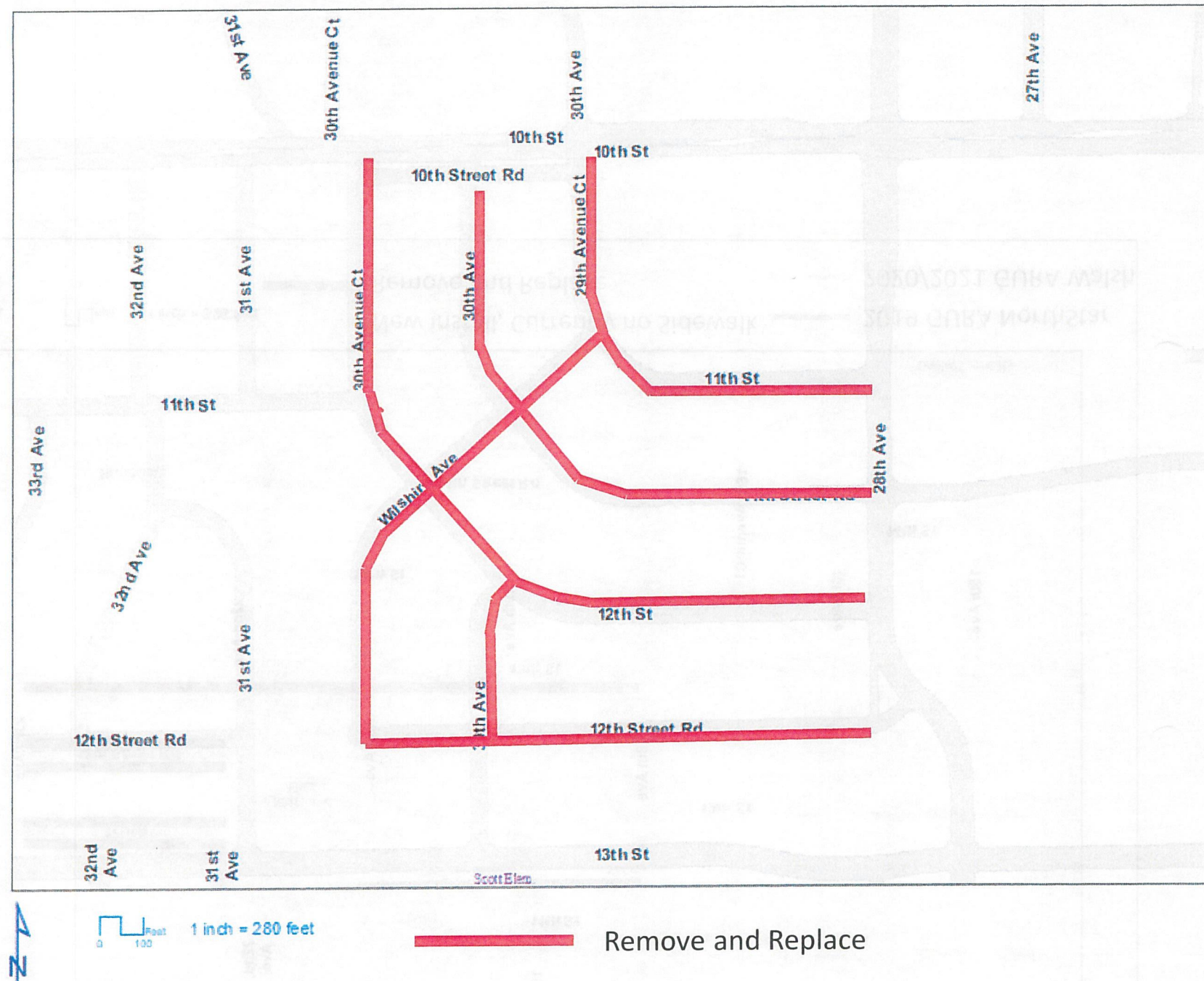
Remove and Replace



2019 GURA NorthStar



2020/2021 GURA Walsh





COMMUNITY DEVELOPMENT BLOCK GRANT

2023 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

UEI number: VJG3QJJKZ1X6 Authorized signatory: _____

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: _____

Description: *Reconstruct graveled alleys with Recycled Asphalt Millings in GURA's re-development areas. Complete 12 alleys in the Sunrise area between 5th and 10th street and between 3th and 7th 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) | ☐ Public facility ADA improvements |
| ☐ Housing rehabilitation (MF) | ☐ Other neighborhood improvements |
| ☐ Housing reconstruction | |

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

Funding request: CDBG request \$125,000
Other funding - SECURED _____
Other funding - UNSECURED _____
Total estimated cost to complete the activity \$125,000

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: July, 2023 Proposed end date: October, 2023

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 management will identify a minimum of 12 alleys in the Sunrise area between 5th and 10th Street and between 3rd and 7th Avenue If this section is complete and we have time we will move between 10th street and 16th street and between 8th avenue and 2nd avenue . Life span is 10-12 years depending on the volume of heavy traffic (trash trucks). The esitimated cost is between \$12,000 and \$15,000 per alley. The process consists of removing 6-8 inches of material from the alley and replce 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: \$125,000 CDBG requested: \$125,000 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:

Activity cost estimate. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
<i>Note: An estimate of cost is required to demonstrate the need for CDBG. Full budget will be required for CDBG Agreement.</i>			
Employee Salaries	\$46,000	\$0.00	CDBG
Equipment Screen Rental	\$10,000	\$0.00	CDBG
5,000 cubic yards of recycled asphalt millings	\$47,000	\$0.00	CDBG
Liquid Rejuvenate	\$21,000	\$0.00	CDBG
Sand	1,000	\$0.00	CDBG
Total activity budget/percent secured	\$125,000		

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
Alley Reconstruction	2019-2021	\$150,000	pay for labor, rental equipment and material
Alley Reconstruction	2022	\$125,000	pay for labor, rental equipment and material
Spring Clean-Up	2018-2022	\$15,000	help pay for event/reduces blight and slum

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 88 alleys in the redevelopment area that still need to be re-constructed. By only completing 4.5 per year, it will take 19 1/2 years to complete. If funding is approved and the Public Works Street Division can complete 12-15 alleys per year all remaining alleys would be completed by 5.87 to 7.33 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 Excellence (ACE)

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

Agency operating budget: _____ # of paid staff: 41 # 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:

We have had activities funded with CDBG for many years

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 completed Spring Clean-up Block Grants for 20 plus years and Alley Reconstruction for 3 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.

Currently the Street Division Budget is \$50,000 reconstructing four alleys per year. There are 309 alleys in the City, 125 are graveled, 47 are paved, 7 are concrete and 130 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



CITY OF GREELEY ORIGIN

Map Title



1: 4,800



0.2 0 0.08 0.2 Miles

NAD_1983_HARN_StatePlane_Colorado_North_FIPS_0501_Feet

© City of Greeley GIS 6/3/2022

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION OR SURVEY PURPOSES

Legend

- City Voting Wards
- GreeleyBaseData.DBO.FIRMn
- Greeley Fire Response Areas
- Weld Subdivisions
- Colorado School Districts
- High School Attendance Areas
- Middle School Attendance Areas
- Elementary School Attendance Areas
- Greeley City Outline
- Other City Outlines
- Fire Stations
- Origin Cache Mask
- One Way Street
 - Elbow Lane; Alles Dr; 35 Av Ct; 9th Downtown
 - 10th Street; 9th Street
- Parcels
- Rail
- Building
- Building Shadow
- Pools
- Trailheads
- Trails
- Major Arterials
- Paved Roads
- New Roads

Notes



COMMUNITY DEVELOPMENT BLOCK GRANT

2023 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
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

UEI number: VJG3QJJKZ1X6 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.*

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 | |

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

Funding request:	CDBG request	<u>\$20,000</u>
	Other funding - SECURED	_____
	Other funding - UNSECURED	<u>\$3,000</u>
	Total estimated cost to complete the activity	<u>\$23,000</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) U:\Culture, Parks, and Rec\PARKS DIVISION\F

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: _____

Activity readiness: Proposed start date: 28-Apr-23 Proposed end date: 20-Oct-23

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: \$23,000 CDBG requested: \$20,000 CDBG %: 87%

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>Note: An estimate of cost is required to demonstrate the need for CDBG. Full budget will be required for CDBG Agreement.</i>			
Parkway Reforestation	3000	N	City of Greeley, Forestry
Parkway Reforestation	20000	N	CDBG
Total activity budget/percent secured	23000		

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 \$3,000.00 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	2022	\$3,000	Parkway Reforestation
CDBG	2022	\$15,000	Parkway Reforestation
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

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 \$3,000.00 per year, are generated by parkway 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: 10 # 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 UEI number and be currently registered on SAM.gov. We also advertise the bid in the local media.

Agency's fiscal year: From 1/1/2023 To 12/31/2023

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. The 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

2023 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: Streets 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
UEI number: VJG3QJJKZ1X6 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:
48th 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 for West Cencus 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.).

2023 will be the 48th 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, w hich helps beautify the City and reduce code violations. In 2022, 3,042 vehicles passed through the gate. There were 1,725 from 80631 and 1,317 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:

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	Y	Secured
CDBG Grant	\$15,000	N	unsecured
Please submit the activity budget on the "budget attachment"			
Total activity budget/percent secured	\$90,096.00		

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 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	2017-2022	\$15,000	Annual Spring Clean-up
CDBG	Pre-2005	\$15,000	Annual Spring Clean-Up
CDBG	2019-2021	\$150,000	Annual Alley Reconstruction
CDBG	2022	\$125,000	Annual 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 Excellence

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

Agency operating budget: _____ # of paid staff: 41 # 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 January 1st To December 31st

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 Weeked

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.

2023 will be the 48th 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: \$ _____ ☒ Satisfies bond requirements in 2 CFR 200
☒ Pays payroll taxes ☐ Has Workman's Compensation insurance



MEMO

STREET MAINTENANCE DIVISION

DATE: June, 22nd 2022

TO: Jerry Pickett, Street Division Superintendent

FROM: Jae Nickerson, Street Division Crew Supervisor

RE: Spring Clean-Up 2022

The Spring Clean-up was held April 29th and 30th.

We hauled a total 905 tons of waste to the landfill.

In addition, we recycled the following:

160 cubic yards of tree limbs and lumber were brought to the Spring Clean-up site
64.3 Tons of appliances, scrap metal, scrap aluminum
104 Refrigerators & 49 Air Conditioners
1654 Tires

The total cost for Spring Clean-up was \$119,974.20 The crew worked on the clean-up for eight (8) days. The Division took 64 loads of metal to Anderson's Salvage. The Division contracted 100-yard tractor trailers, and they hauled 39 loads to the landfill.

There were 59 coupons used at the landfill for trucks over one ton and trailers with more than one axle.

3042 vehicles passed through the gate 1725 were from 80631 and 1317 were from 80634

SPRING CLEAN-UP LABOR COSTS				
Division	Regular Hours	Overtime Hours	Total # of Hours	Labor Cost
Street Division	378	224.5	602.5	\$25,872.89
Finance Division	20	20	40	\$261
Total	398	244.5	648.5	\$26,133.89

SPRING CLEAN-UP EQUIPMENT COSTS	
Equipment Costs	\$25,872.89

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	\$27,306.86
Selling Scrap Metal	\$12,866
Coupon Fees	\$1,770
Fees for Tires Sold	\$0
Total	\$56,942.86

SUMMARY OR CHARGES TO BE PAID BY THE CITY FOR SPRING CLEAN-UP	
Labor cost (City Employees)	\$25,872.89
Equipment cost (City Equipment)	\$14,230.51
Recycle Refrigerant	\$5,140.00
Colorado Tire Recyclers	\$7,106.50
Bucklen Dump Fees	0
Landfill	\$44,340.30
Transfer Trucks and Trailers	\$20,010.00
Advertising	\$3,000
Food	\$274
Donations from GURA	(\$15,000)
Dump fees from citizen	(\$27,306.86)
Coupon fees	(\$1,770.00)
Fees for selling washers	0
Selling of scrap metal	(\$12,866)
TOTAL COST TO BE PAID BY THE CITY	\$63,031.34

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

cc: Jerry Pickett, Streets
Jae Nickerson, Streets

Yesenia Padilla 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 2018-2022

	2018	2019	2020 FALL	2021	2022	Difference Between 2021-2022
Labor Hours	969	917	678	586.5	602.5	15.9
Labor Costs	\$30,878	\$30,539	\$27,199	\$23,633	\$26,133.89	\$2500.89
Equipment Costs	\$6,542	\$7,683	\$10,001	\$8,215	\$25,872.89	\$25,790.74
Days Staff Working Clean-up	7	8	5	5	8	3
Total Costs	\$75,022	\$76,476	\$70,742	\$84,579.54	\$119,974	\$35,394.66
Contractor Donations	\$13,395	\$16,140	\$3,240	0	0	0
Total Cost with Sponsor Donations	\$88,417	\$92,616	\$73,982	\$84,579.54	\$119,974.2	\$35,394.66
Tons to Landfill	591	677	487	563	905	342
Cost per Ton	\$149.61	\$136.80	\$151.91	\$150.23	\$132.57	(\$17.67)
Cubic Yards Mulched	12	24	24	100	160	10
Cubic Yards Organic Waste	0	0	0	0		0
Refrigerators Recycled	114	107	126	114	104	(10)
Tons Scrap Metal	78	65	58.5	70.3	64.3	(6)
Total Vehicles Using Dump Site	2,147	2,299	1,829	2,387	3042	655
Coupons	46	38	25	34	59	25
Number of Tires	1,908	1,025	1,346	1,403	1654	251

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

2023 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: 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

UEI number: J2EPJLYKKJLS 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 located at the United Way of Weld County Housing Navigation Center (HNC) at 870 28th Street, Greeley. 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.

☒ 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>\$346,000</u>
	Other funding - UNSECURED	<u>\$175,078</u>
	Total estimated cost to complete the activity	<u>\$546,078</u>

THESE ARE 2022-2023 BUDGET YEAR FIGURES. THE SECURED/UNSECURED MIX WILL BE DIFFERENT AT THIS TIME IN 2023-2024.

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) 8000 (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 services-shelter

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 located in Greeley. 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 \$546,078 and 8,000 nights of stay, the cost per night of stay is \$68. The \$25,000 in requested funding will be used to staff the shelter. See attached additional description of HNC cold weather shelter activities.

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

Estimated cost of activity: \$546,078 CDBG requested: \$25,000 CDBG %: 5%

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
Please submit the activity budget on the "budget attachment"			
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 past four seasons, UWWC has committed \$30,000 or more from its general fund to the cold weather shelter. In the past three 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 continuing source of funding is the Colorado Department of Local Affairs Division of Housing (\$30,000). 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 will be approached to support the cold weather shelter for 2023-2024. 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. The secured revenue sources for 2022-2023 include: Colorado DOLA \$30,000; City of Greeley CDBG-CV \$211,000; Emergency Food and Shelter Program \$30,000; The Weld Trust \$75,000; United Way of Weld County and to be determined \$200,078.

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	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	2021-2022	\$20,000	homeless cold weather shelter
CDBG CV	2022-2023	\$360,000	Housing Navigation Center/day use/cold weather 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: 82 ☐ Not applicable, City application

Agency operating budget: \$6,700,615 # of paid staff: 48 # of volunteers yearly: 361

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, 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 4 FTE employees in the finance department who are responsible for all financial accounting. The Housing Navigation Center Managing Director 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, has a 92.41 out of 100 score from Charity Navigator, and is Platinum status with GuideStar. Additionally, UWWC continually receives positive annual independent audits.

☒ 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 113-118)

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. With the exception of the 2020-2021 cold weather shelter period, which was while a non-congregate shelter at Bonell was open, each year there has been an increasing number of guest nights: in 2011-2012, 694 nights of shelter were provided; in 2021-2022, 7,669.

In 2021, a five-year lease was secured for the Housing Navigation Center (HNC) at a new location (870 28th Street, Greeley) that includes the cold weather shelter activity for individuals experiencing homelessness originating from primarily Greeley/Evans. The building is part of a former car dealership and is a free-standing location in the Hilltop neighborhood of Greeley on the northwest corner of US-34 and 8th Avenue. While no longer in the same building with North Colorado Health Alliance and Sunrise Community Health Monfort Family Clinic (a federally funded community health center), the location is still near enough so that HNC guests can readily make use of these services. 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.

CDBG Application
Budget Attachment

Agency: United Way of Weld County

Activity: Housing Navigation Center Cold Weather Shelter

What is the agency's overall operating budget for 2023? \$6,700,615

Budget estimate is for: ☐ Jan-Dec 2022 ☐ Jan-Dec 2023 ☒ Other: Nov 15 2021 to April 15 2022

FUNDING IS BEING REQUESTED FOR THE NOV 15 2023 TO APRIL 15 2024 ACTIVITY.

In the space below, provide the projected CDBG activity's budget. This will be used as the baseline budget when determining need for CDBG, to determine cost reasonableness, and to formulate the budget for the CDBG Subrecipient Agreement.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding (Private donations? Other federal? CDBG? Other?)
United Way of Weld County Direct Expenses			
Salaries	2071	Y	Greeley Interfaith Assoc
Benefits	491	Y	Greeley Interfaith Assoc
Occupancy	78	Y	Greeley Interfaith Assoc
Shared	722	Y	Greeley Interfaith Assoc
Rent	60000	N	City of Greeley
Catholic Charities Direct Expenses*			
			State of Colorado ESG-CV \$80K State of Colorado DOLA ESG \$20K City of Greeley CDBG \$25K (requested)
Salaries & Benefits	125000	Partial	
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	
Dinner	80000	Y	State of Colorado DOLA \$30K 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 Purchase <\$5000	1000	N	
Direct Assist-Homeless Prevention	15000	N	
Indirect Rate (10% on final costs)	31820	N	
Total activity budget projected	413362		

Provide any budget notes you think appropriate in the space below.

The above budget figures are for the (most recent) Nov 15 2021 to April 15 2022 cold weather shelter season. While the \$546,078 figure mentioned in the application has been put into the 2022-2023 United Way of Weld County budget, a contractor has not yet been secured for the 2022-2023 season and so a full budget has not yet been established. Likewise a budget has not yet been formatted for the 2023-2024 season, which is the period to which this City of Greeley CDBG application applies.

* = For the 2021-2022 season, Catholic Charities of the Archdiocese of Denver was contracted to staff the shelter overnight, including management oversight, staffing, arranging for sub-contractors like laundry, cleaning, etc., and other related expenses.

**United Way of Weld County
2022-2023 Organization Budget**

	Total	Programs	Management	Fundraising
Income Contributions	\$ 2,101,226	\$ 1,465,398	\$ 536,252	\$ 99,576
Sponsorships	\$ 517,000	\$ 107,500		\$ 409,500
Contracts	\$ 276,313	\$ 209,975	\$ 3,990	\$ 62,348
Grant Revenue	\$ 3,836,044	\$ 3,836,044		\$ -
Miscellaneous Income	\$ 84,103	\$ 79,803	\$ 1,800	\$ 2,500
Rent Revenue	\$ 11,937	\$ -	\$ 11,937	\$ -
Ticket Sales	\$ 23,900	\$ -		\$ 23,900
Interest & Investments	\$ 16,287	\$ -	\$ 16,287	\$ -
Donor External Designations	\$ (200,000)	\$ -	\$ (200,000)	\$ -
Estimated Uncollectible (5%)	\$ (127,500)	\$ -	\$ (127,500)	\$ -
Planned Reserve Spending	\$ 161,305	\$ 161,305		\$ -
Revenue Total	\$ 6,700,615	\$ 5,860,025	\$ 242,766	\$ 597,824
Community Investment Awards	\$ 1,376,562	\$ 1,376,562		\$ -
Salaries & Benefits	\$ 2,551,455	\$ 1,872,876	\$ 330,255	\$ 348,324
Employee Wellness Support	\$ 3,715	\$ -	\$ 3,715	\$ -
Occupancy	\$ (2,329)	\$ 58,748	\$ (72,003)	\$ 10,926
Supplies	\$ 84,060	\$ 52,915	\$ 19,395	\$ 11,750
Quality Improvement Supplies	\$ 350,427	\$ 350,427	\$ -	\$ -
Communications	\$ 44,216	\$ 10,763	\$ 33,453	\$ -
Postage	\$ 36,479	\$ 7,069	\$ 12,660	\$ 16,750
Mileage	\$ 25,633	\$ 22,088	\$ 1,045	\$ 2,500
Equipment & Software Lease/Maintenance	\$ 89,820	\$ 29,447	\$ 48,223	\$ 12,150
Furniture & Equipment	\$ 21,200	\$ 9,700	\$ 11,500	\$ -
Advertising & Promotion	\$ 115,365	\$ 42,785	\$ 69,580	\$ 3,000
Printing & Copying	\$ 92,450	\$ 22,150	\$ 36,350	\$ 33,950
Staff Development/Training/Conferences	\$ 60,950	\$ 40,500	\$ 19,950	\$ 500
Campaign Incentives	\$ 31,000	\$ -	\$ -	\$ 31,000
Program Incentives	\$ 16,900	\$ 16,900	\$ -	\$ -
Hosted Training	\$ 500	\$ 500	\$ -	\$ -
Meetings & Events	\$ 167,488	\$ 105,088	\$ 35,400	\$ 27,000
Subscriptions	\$ 17,605	\$ 15,255	\$ 2,350	\$ -
Professional Dues	\$ 64,566	\$ 4,086	\$ 60,380	\$ 100
Miscellaneous	\$ 104,956	\$ 84,456	\$ 20,500	\$ -
Rent Expense	\$ 135,960	\$ 135,960	\$ -	\$ -
Professional Services	\$ 508,901	\$ 342,333	\$ 163,068	\$ 3,500
Translation Services	\$ 2,500	\$ 2,500	\$ -	\$ -
Insurance	\$ 40,247	\$ 3,000	\$ 37,247	\$ -
Contract Services	\$ 617,544	\$ 611,384	\$ 6,160	\$ -
Stipends	\$ 1,800	\$ 1,800	\$ -	\$ -
Scholarships/Provider Professional Development	\$ 22,275	\$ 22,275	\$ -	\$ -
Client Emergency Needs	\$ 100,277	\$ 100,277	\$ -	\$ -
Shared Costs	\$ (65,069)	\$ 518,180	\$ (679,622)	\$ 96,373
Building Expenses	\$ 83,162	\$ -	\$ 83,162	\$ -
Expense Total	\$ 6,700,615	\$ 5,860,024	\$ 242,768	\$ 597,823

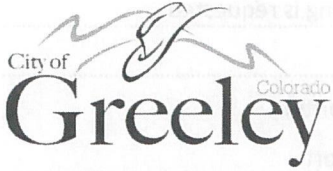
2023 CDBG Grant Year - Public Service Application Review

Board's recommendation was to funds based on two things: (1) Does it meet a high priority? (2) Have they received funding for 3 years or less?

	Agency/Activity	High priority of ConPlan?	Years receiving CDBG?	Agency's overall budget	Activity budget	This year's \$ Request	CDBG % request as applied for	Estimated # to be served from application	Actually served last grant year from submitted reports	Cost per person provided by applicant	Per person cost by #/budget presented	Cost per actual served (using 2023 budget provided)	Unique service? Collaboration?
1	City of Greeley-Clean-up weekend	Yes	30+	part of city	\$90,096	\$15,000	16.6%	2300	1,317	not provided	\$6.52	\$11.39	Yes/NA
2	Catholic Charities-Guadalupe-Support housing case manager	Yes	6	\$1,083,379	\$46,725	\$15,000	32.1%	300	50	\$155.75	\$155.75	\$934.50	No/No
3	Greeley Family House-Support housing case manager	Yes	7	\$442,190	\$55,157	\$10,000	18.1%	60	29	\$1,490.75	\$919.28	\$1,901.97	No/No
4	NEWSED-Support housing counselor	Yes	0	\$1,576,115	\$80,000	\$40,000	50.0%	125	NA	\$400.00	\$640.00	NA	Yes/No
5	NoCO Veterans Resource Center-Veterans Peer Support Program	No	2	\$400,000	\$50,000	\$20,000	40.0%	125	65	\$300.00	\$400.00	\$769.23	Yes/No
6	Senior Resource Service dba 60+ Ride-Transportation for ages 60+	No	4	\$572,844	\$33,600	\$10,000	29.8%	150	121	\$80.00	\$224.00	\$277.69	Yes/No
7	United Way of Weld County-Homeless Cold Weather Shelter	No	5, 1CV	\$6,700,515	\$546,078	\$25,000	4.6%	500	448	\$68.00	\$1,092.16	\$1,218.92	Yes/Yes

Comments

- 1 Total cars through gates = 3,042. The 1,317 is for 80631 (LMI census tracts) only.
- 2 Estimate 300 people far exceeds actual 50 served. COVID affected numbers; they hope to return to higher numbers in 2023.
- 3 Estimated 60 families; 29 actually served with 2021 grant. COVID affected numbers; they hope to return to higher numbers in 2023.
- 4 New applicant with no prior year data to utilize.
- 5 Estimated 500 Veterans; 92 actually served (71% homeless or Greeley resident). Anticipate increasing number served with additional staff; budget not updated for additional personnel.
- 6 Applicant estimate is "per ride" (see Attachment A). Other figures are per person.
- 7 The "per person" cost of \$68 is actually per night of service (based on 8,000 nights of service projected).



COMMUNITY DEVELOPMENT BLOCK GRANT 2023 APPLICATION - public service activities



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Applicant: Northern Colorado Veterans Resource Center Address: 777 8th Avenue, Suite 120, Greeley, CO 80631

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: _____

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

UEI number: GFVGGKSHES63 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: Veteran Peer Support

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 that concern 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

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 address housing stability as a primary need for housing-vulnerable veterans. Approximately 10 veterans per month are assisted with housing related concerns such as disability accommodations, locating housing for homeless veterans or families, or ensuring that said housing is safe.

Funding request:	CDBG request	<u>\$20,000</u>
	Other funding - SECURED	<u>\$30,000</u>
	Other funding - UNSECURED	_____
	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: 125 (unduplicated) 1000 (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 allocate 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:

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding
Please submit the activity budget on the "budget attachment"			
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.

NCVRC was founded in 2018 and has begun to build a fundraising strategy that includes both restricted and unrestricted funding lines. In 2022 funding has been secured from The Weld Trust, and Walmart Community Foundation. Additionally, applications are either in process or pending at twenty-five 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
CDBG	2022	\$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 and fulfilling 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: 4 ☐ Not applicable, City application

Agency operating budget: 355000 # of paid staff: 4 # of volunteers yearly: 15

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 & 2022. 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, and FY2021, receiving a grant of \$10,000 each year 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. The organization began a formal grant funding strategy in 2020 and was awarded \$53,000. In 2021 the organization was awarded \$250,935 in grant funding. NCVRC has a goal of securing \$300,000 in grant funding in 2022. Additionally, 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

CDBG Application

Budget Attachment

Agency: Northern CO Veterans Resource Center Activity: Peer Navigator Program

What is the agency's overall operating budget for 2023? \$400,000

Budget estimate is for: ☒ Jan-Dec 2022 ☐ Jan-Dec 2023 ☐ Other: _____

In the space below, provide the projected CDBG activity's budget. This will be used as the baseline budget when determining need for CDBG, to determine cost reasonableness, and to formulate the budget for the CDBG Subrecipient Agreement.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding (Private donations? Other federal? CDBG? Other?)
Staff costs	30,000	Y	donations
Staff costs	20,000	N	CDBG 2023
Total activity budget projected	50,000		

Provide any budget notes you think appropriate in the space below.

Budget is subject to increase if CDBG funds are provide and additional Peer Navigator Program staff can be hired.

Northern Colorado Veterans Resource Center

2023 ORGANIZATIONAL BUDGET

Fiscal Year Ending: 12/31/23

Sources of Funding

Foundation Grants	\$	240,000
Corporate Grants	\$	80,000
Individual Cash Donations	\$	20,000
Government (specify)	\$	-
Membership	\$	-
Fundraising/Special Events	\$	-
Earned Income	\$	60,000
In-Kind Donations	\$	-
Other (specify)	\$	-
Total Income	\$	400,000

Expenses

Salaries	\$	200,000
Benefits	\$	-
Professional/Consultant Fees	\$	13,000
Fundraising Expenses	\$	14,000
Occupancy including utilities	\$	140,000
Travel	\$	5,000
Conferences	\$	-
Equipment	\$	25,000
Supplies	\$	3,000
In-Kind Donations	\$	-
Other (Specify)	\$	-
Total Expenses	\$	400,000

Net Income (Loss)

\$ -



COMMUNITY DEVELOPMENT BLOCK GRANT 2023 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) 352-9348 Email: janet@60plusride.org

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

Phone # _____ Email: _____ Agency website: 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
UEI number: MMGPW9DEB6K9 Authorized signatory: Janet Bedingfields
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. The staff 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 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 transportation program 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>\$23,600</u>
	Other funding - UNSECURED	_____
	Total estimated cost to complete the activity	<u>\$33,600</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: 150 (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 FUNDS

Estimated cost of activity: \$33,600 CDBG requested: \$10,000 CDBG %: 30%

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
Please submit the activity budget on the "budget attachment"			
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 unsecured funding, \$10,000 from CDBG, is being applied for through this grant application. We will be notified of an award by October 4, 2022. 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 three 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
CDBG	2019	\$15,000	General operating support - public service activity
CDBG	2020	\$10,000	General operating support - public service activity
CDBG	2021	\$10,000	General operating support - public service activity
CDBG	2022	\$10,000	General operating support - public service activity

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: 16 ☐ Not applicable, City application

Agency operating budget: \$327,211 # of paid staff: 7 # of volunteers yearly: 80

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, an experienced CDBG/HOME program recipient, to provide grant writing/reporting services/tech. assist. Janet Bedingfield has five years' experience administering the CDBG program, assisted by Julie Conmay, administrative assistant. Julie collects all program required documentation and assists with the CDBG report preparation.

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 5th CDBG public service activity grant application, and we have the internal 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

2023 CDBG Application

Senior Resource Services dba 60+ Ride

Attachment A – Explanation of Services Provided to Greeley Residents

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.

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.

Beginning in early 2022, we gradually began to add back transportation rides utilizing volunteer drivers as we were able to recruit new drivers (99% of our original volunteer drivers were vulnerable to COVID and have not returned). We have been rebuilding the transportation program for the past 18 months, and are providing about 80% of the rides we provided during our last year of normal operations (2019).

During 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, but drivers track their time serving Evans riders, and those hours are not included in our CDBG request. The CDBG request is for support of the Salaries of the three part-time drivers. CDBG wages will be documented through time sheets and pay stubs.

When analyzing the total rides provided to Greeley/Evans clients (the population served by the G.E.T.S. system) in 2019, 85% of all rides were provided in the Greeley/Evans area. Monthly, the number of rides provided outside of Greeley/Evans averaged 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 2023: \$80.00 (per ride)

CDBG Application

Budget Attachment

Agency: 60+ Ride

Activity: Older Adult Transportation Program

What is the agency's overall operating budget for 2023? 327,211.00

Budget estimate is for: ☒ Jan-Dec 2022 ☐ Jan-Dec 2023 ☐ Other: _____

In the space below, provide the projected CDBG activity's budget. This will be used as the baseline budget when determining need for CDBG, to determine cost reasonableness, and to formulate the budget for the CDBG Subrecipient Agreement.

Line item/type of expenditure. Note where CDBG would be used.	Estimated Amount	Secured? (Y/N)	Source of funding (Private donations? Other federal? CDBG? Other?)
3 Part-Time Van Drivers Wages	\$10,000.00	No	CDBG
3 Part-Time Van Drivers Wages	\$21,200.00	Yes	Area Agency on Aging
Employer matching Social Sec./Medicare	\$2,386.80	Yes	& private foundations
Total activity budget projected	\$33,586.80		

Provide any budget notes you think appropriate in the space below.

The hourly rate for our part-time staff drivers is \$15.00/hr. in 2022.

Senior Resource Services 2022 Final Budget

Beginning Fund Equity as of November 1, 2021 \$ 263,629.00

REVENUE

4000 Direct Public Support	\$	19,750.00
4100 Fundraisers	\$	82,775.00
4200 Contracted Services	\$	115,430.00
4400 Endowments	\$	3,000.00
4600 Grants	\$	77,750.00
4900 Other Income	\$	510.00

Total Revenue \$ 309,215.00

Total Available Resources \$ 572,844.00

EXPENSES

ADMINISTRATIVE EXPENSES

6010 Board Expenses

6011 Board Insurance	\$	1,300.00
6012 Meeting Luncheons	\$	200.00
6013 Supplies/Appreciation	\$	200.00
6014 Training Materials and Meetings	\$	50.00

Total 6010 Board Expenses \$ 1,750.00

6020 Fees

6021 Accounting and Legal Fees	\$	5,000.00
6022 Audit Fees	\$	8,000.00
6023 Conference/Organizational Fees (Professional)	\$	1,000.00
6024 Other Fees	\$	250.00

Total 6020 Fees \$ 14,250.00

6030 Lease and Utilities

6031 Monthly Phone Service/Internet	\$	1,850.00
6032 Office Lease	\$	7,200.00
6033 Employee & Volunteer Parking Permits	\$	1,080.00
6036 Water Cooler	\$	250.00

Total 6030 Lease and Utilities \$ 10,380.00

6040 Office Supplies & Equipment

6041 Office Equipment	\$	1,500.00
6042 Desktop and Paper Supplies	\$	750.00
6043 Office Equipment Repairs	\$	500.00
6044 Office Furniture	\$	500.00
6045 Postage-Office (Bills & Grants)	\$	250.00
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	\$	100.00
6053 Office/General Administrative Expenses	\$	2,500.00

Total 6040 Office Supplies & Equipment	\$	9,200.00
---	-----------	-----------------

6060 Personnel

6061 AM Administrative Assistant	\$	34,398.00
6062 Executive Director	\$	59,857.00
6063 Office Assistant	\$	19,760.00
6064 Volunteer Coordinator	\$	34,398.00
6065 Grant Writer	\$	6,000.00
6068 Van Drivers	\$	31,200.00
6070 VISTA Fee	\$	-
6071 Medical Insurance	\$	4,800.00
6072 Workers Comp Insurance	\$	1,400.00
6075 Matching Soc. Sec. and Medicare	\$	14,500.00
6076 State Unemployment Expense	\$	1,000.00
6077 Employee Bkgrd Cks/Hiring Expense	\$	150.00
6080 Travel & Mileage	\$	500.00

Total 6060 Personnel	\$	207,963.00
-----------------------------	-----------	-------------------

6090 Personnel Morale & Sundry Items

6091 Staff	\$	1,500.00
6093 Vista	\$	-

Total 6090 Personnel Morale & Sundry Items	\$	1,500.00
---	-----------	-----------------

Total 6000 Administrative Expenses	\$	245,043.00
---	-----------	-------------------

FUNDRAISERS

6100 Fundraiser Expenses

6110 Advertising	\$	2,000.00
6111 Donor Management Software	\$	-
6130 Postage	\$	1,200.00
6140 Printing	\$	2,000.00
6150 Sponsor Recognition	\$	1,200.00
6160 Upfront Costs	\$	10,000.00

Total 6100 Fundraiser Expenses	\$	16,400.00
---------------------------------------	-----------	------------------

Total 6100 Fundraiser Expenses	\$	16,400.00
---------------------------------------	-----------	------------------

PROGRAMS

6220 Client/Volunteer Communication

6221 Cards	\$	100.00
6223 Mailings expense, pstg paper & ink	\$	1,500.00
6224 Supplies	\$	100.00
6225 Printing	\$	1,000.00

Total 6220 Client/Volunteer Communication	\$	2,700.00
--	-----------	-----------------

6230 Marketing & Networking

6231 Advertising	\$	12,000.00
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	\$	1,500.00
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	\$	20,450.00
--	-----------	------------------

6250 Transportation Program

6251 Appreciation/Awards	\$	1,000.00
6252 Background Checks	\$	2,000.00

6253 Driving Shirts/Vehicle Magnets	\$	-
6254 Volunteer Mileage Reimbursement	\$	10,000.00
6255 Handbooks	\$	600.00
6256 Insurance	\$	3,000.00
6257 Training Materials/Copies	\$	200.00
6258 Transportation Scheduling Sys	\$	3,588.00
6259 Cell Phone	\$	1,650.00
6260 Intake Coordinator	\$	4,500.00
6261 Training on Program Topics	\$	100.00

Total 6250 Transportation Program	\$	26,638.00
--	-----------	------------------

6270 Van

6271 Fuel & Oil	\$	4,000.00
6272 Insurance	\$	2,200.00
6273 Licenses/Plates	\$	300.00
6274 Parking Permit	\$	180.00
6275 Repairs & Maintenance	\$	2,500.00
6276 Misc. Van Supplies	\$	200.00
6279 Depreciation (Van)	\$	5,000.00

Total 6270 Van	\$	14,380.00
-----------------------	-----------	------------------

6280 60+ Grocery & Rx Program

6281 Groceries	\$	1,500.00
6283 Supplies	\$	100.00

Total 6280 60+ Grocery & Rx Program	\$	1,600.00
--	-----------	-----------------

Total 6200 Programs	\$	65,768.00
----------------------------	-----------	------------------

Total Expenses	\$	327,211.00
-----------------------	-----------	-------------------

Net Operating Income	\$	(17,996.00)
-----------------------------	-----------	--------------------

Total Available Resources	\$	572,844.00
----------------------------------	-----------	-------------------

Total Expenses	\$	327,211.00
-----------------------	-----------	-------------------

Ending Fund Equity	\$	245,633.00
---------------------------	-----------	-------------------



GREELEY URBAN RENEWAL AUTHORITY Memorandum

TO: GURA Board of Commissioners
RE: Affordable Housing Application – Hope Apartments-Multi-family Rehab (window replacement)
FROM: J. R. Salas, GURA Manager
DATE: August 10, 2022

For the past three years, GURA has submitted a CDBG application as a placeholder for affordable housing projects/activities. The set-aside funds are approaching \$1,000,000 in available funds. CDBG may not be used for new construction costs; however, there are eligible uses for CDBG in the housing realm: Support for new construction through site clearance or demolition, infrastructure in public ownership, acquisition, reconstruction or conversion, or rehabilitation. The CDBG budget set aside \$50,000 annually that was tentatively “earmarked” for multi-family housing rehab.

Adeo, (Greeley Center for Independence), has applied for multi-family rehab funds to replace the windows at Hope Apartments (2730 28th Avenue). Their application for assistance with window replacement is attached, along with several other attachments associated with the application. Hope Apartments is a low-income housing development, with current tenants all below 70% of AMI. All but two are below 40% AMI. Housing Choice Vouchers are used by about 75% of the tenants; three units are part of an old Division of Housing Development (which sets incomes and rents on those three units. CDBG regulations state that a minimum of 51% of the units must be rented to tenants at or below 80% of AMI, so this development qualifies. (Eighty percent of AMI for 2022: one-person, \$55,450; two-people, \$63,400; three-people-\$71,300.)

Hope Apartments is a two-story development with 31 units, 28 one-bedroom and three two-bedroom. The windows are the original wood windows installed when the building was constructed in 1994, are drafty, and difficult to operate. Exhibit 14, attached, describes both the current windows and those proposed; exterior photos are also attached.

Staff recommendations:

1. Award Applicant CDBG funds an amount to be the greater of \$127,775 or 75% of the total cost for window replacement, with award not to exceed \$144,300. (Maximum amount is above the requested amount to accommodate any increase in costs due to Davis Bacon or rising prices). Funds requested to be provided as a grant, with stipulations noted below. GURA Manager time for activity delivery costs are estimated at \$5,700, which could bring the total cost of CDBG’s share to a maximum of \$150,000.
2. CDBG requires that a no-change-in-use covenant be recorded for any real property investment \$25,000 and over. Due to the amount of funds involved, the recommendation is that a 10-year no-change-in-use covenant be placed on the property. The Applicant must continue to provide at least 51% (16) of the units to low-income tenants at affordable rents, (income and rent limits defined below) or all of the CDBG funds must be repaid to the City, as the activity would no longer meet regulatory requirements.
3. Income maximum: During the 10 years, at least 51% (16) of the units must be rented to tenants with incomes 80% or less of AMI as defined by the U. S. Department of Housing and Urban Development annually.



AFFORDABLE HOUSING PROGRAMS APPLICATION



PART 1 - APPLICANT INFORMATION and BRIEF OVERVIEW OF REQUEST

Project Name: Multi-family rehab at Hope Apartments - replacement of windows

The "applicant" is considered to be the owner or developer of the property. A consultant may submit the application on behalf of an owner or developer, but the information provided is to be for the owner or developer. The City will not pay for the cost of consultants with federal funds.

Applicant: Adeo Colorado Address: 2780 28th Avenue, Greeley, 80634
Contact person: Julie Glover Title: Director of Housing
Phone number: 970-339-2444 Fax number: NA Email: jglover@adeoco.org

If different from above, person authorized to request funds: Sarita Reddy, PhD

Phone # 970-339-2444 Email: sreddy@adeoco.org Agency website: www.adeoco.org

Applicant Type: ☐ Government ☐ For-profit business/organization
☐ Faith-based organization ☐ Other (specify) _____
☒ Non-profit 501(c)(3) ☐ Public Housing Authority
☐ Community Housing Development Organization (CHDO) ☐ Minority- or Women-Owned Business

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

Date of incorporation: 1978 Agency tax ID number: 84-0779790

UEI number: K5EPAQ6CWKY5 Authorized signatory: Sarita Reddy, PhD

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

Agency operating budget: \$3.1 million # of paid staff: 45 # of volunteers yearly: 14

Agency's Mission Statement:

Adeo serves people with disabilities by providing supportive services tailored to meet individual needs.

Provide a brief description of the proposed project (include location, number of units, target population, etc.).

Rehab of Hope Apartments, 2730 28th Avenue, Greeley, consisting of replacement of existing windows. The existing wood windows were installed when the building was built in 1994. There are 31 units in the two-story building. Tenants are low-income individuals with disabilities. There are 28 one-bedroom and three two-bedroom units.

Funding request:	HOME request	<u>\$0</u>	Amortized Loan	☐	Grant	☐
	CDBG request	<u>\$127,775</u>	Amortized Loan	☐	Grant	☒
	Other funding - SECURED	<u>\$42,592</u>				
	Other funding - UNSECURED	<u>\$0</u>				
Total estimated cost to complete the project		<u>\$170,367</u>				

If there is a co-applicant, information on that entity will also be needed.

PART 2 - DEVELOPER (OR OWNER, IF REHAB REQUESTED) CAPACITY REVIEW

REMINDER: The information below is required of the developer (or owner, if the project is rehab).

Applicant is (check all that will apply): ☒ Owner ☐ Developer ☐ CHDO

☐ Other Describe applicant's role: _____

If Non-Profit Agency: If a 501(c)(3), year non-profit status obtained: 1978 ☐ Not a 501(c)(3)

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

Describe your general experience with Federal grants.

Over the years, Adeo has partnered with GURA and the Colorado Division of Housing to successfully create multiple projects that have benefited our LMI tenants with disabilities, thereby increasing their quality of life and goal of living as independently as possible. In the past, Adeo has been awarded and completed projects utilizing CDBG, HOME, CHDO, Federal Home Loan Bank, Energy

Experience with federal procurement: ☐ None ☐ Minimal ☒ Average ☐ Significant, highly experienced

Briefly describe your experience with procurement responsibilities for Federal funds/grants.

Adeo CO has partnered with GURA multiple times over the years on several projects. We have always found the process reasonable and straightforward.

Experience with GURA: ☐ None ☐ Minimal ☒ Average ☐ Significant experience

Briefly describe your experience working with GURA.

GURA's knowledgeable, helpful staff have assisted Adeo in successfully acquiring much needed funding for multiple projects over the years. Their support and unwavering commitment to marginalized communities is evidenced by the impact on the lives of the people who benefit from receiving funds. A stellar agency, GURA and its staff and associates have made it possible (many times over) for Adeo to continue to fulfill its mission to the people we serve.

Agency has the following (a checked box is an affirmative response). Developer will be required to have all documents prior to funds commitment. These documents will be made available upon request.

☒ Written policies and procedures of a general/administrative/hiring nature (including an Affirmative Action Plan).

☒ Written policies and procedures addressing financial management requirements.

☒ Written policies and procedures for maintenance of project records that adhere to federal policy.

☐ Written policies and procedures for how low-income input on projects will be completed.

☐ Written policies for bond requirements that adhere to federal policy.

☒ Pays payroll taxes ☒ Has Workman's Compensation insurance

Attach as Exhibits

1 Narrative on agency experience and capacity. From this narrative, GURA should be able to determine **experience** (with developments of this type, with federal grants and procurement, and with working with the City/GURA), **capacity** (personnel, Board, financial), **commitment** (to affordable housing, low-income, homeless, etc.).

2 By-laws

3 Articles of Incorporation

4 Non-profit determination letter

5 List of Board of Directors and affiliations

6 Evidence of insurance

7 Bios of key personnel (both agency & project)

8 Organizational chart of agency and proposed Organizational chart of agency and proposed project ownership (two charts)

9 Most recent audit (or, if not available, financial statement) **10** Agency operating budget

11 Documentation indicating signatory authority to apply for/receive grants and sign for agency.

PART 2 - DEVELOPER CAPACITY REVIEW CONTINUED - PROJECT TEAM

Provide the name and contact information of the consultant or staff person who will perform or be responsible for the following tasks. If any noted are paid for with CDBG/HOME funds, that person/agency must be selected through the procurement process identified in 2 CFR 200.320. Information may be attached as an Exhibit, in lieu of completing below.

A. Application questions, general oversight of project and project management

Name Adeo CO Contact person Julie Glover
Phone 970-339-2444 Email iglover@adeoco.org Website www.adeoco.org

B. General Project Contractor

Name TBD by procurement process Contact person _____
Phone _____ Email _____ Website _____

C. Architect

Name NA Contact person _____
Phone _____ Email _____ Website _____

D. Engineer

Name NA Contact person _____
Phone _____ Email _____ Website _____

E. Labor Standards/Davis-Bacon Requirements

Name TBD following procurement process Contact person _____
Phone _____ Email _____ Website _____

F. Section 3 Requirements

Name NA Contact person _____
Phone _____ Email _____ Website _____

G. Other Responsible Party (ie - Environmental Reviews, Reports, Draws, Post-completion project management, etc.)

Name Adeo Contact person Julie Glover
Phone 970-339-2444 Email iglover@adeoco.org Website www.adeoco.org

H. Other Responsible Party (ie - Environmental Reviews, Reports, Draws, Post-completion project management, etc.)

Name _____ Contact person _____
Phone _____ Email _____ Website _____

Have any of the above named agencies/companies ever been disbarred from federal contracts?

☒ No ☐ Yes - Describe who and situation: _____

Use space below if there is any additional information regarding capacity. Include any audit findings within the past five years, fiscal year, etc.

PART 3 - PROJECT INFORMATION OVERVIEW

Type of housing proposed

☐ New construction homeownership

Number of units _____

☐ Other

☒ Has site control been obtained?

☒ Yes

☐ Rental housing-New construction < 5 units

☐ Rental 5-25 units

☐ Rental > 25 units

☒ Existing owned rehabbed

of units 31

☐ Purchase & rehab existing

of units _____

☐ No

How is applicant intending to use funds applied for

☐ Acquisition only for new multi-family units

☐ Acquisition/Rehabilitation

☐ Acquisition/New construction

☐ Conversion (other use to housing)

☐ Other Describe: _____

☐ New construction (land is already owned)

☒ Multi-family rehab (existing units)

☐ Reconstruction

☐ Acquisition for or acquisition and construction SF housing

Will any of the following activities be undertaken as part of this project? ("X", if yes.)

☐ Structure relocation

☐ Reconstruction of like units

☐ Conversion of existing structure to residential

☐ Expansion of existing structure; no additional units added

☐ Acquisition of existing structure for new affordable housing

☐ Acquisition of vacant land for new affordable housing

☐ Site improvements

☐ Architectural and/or engineering (paid for with federal funds)

☐ On-site infrastructure and off-site utility connections essential to the project

☐ Demolition

☐ Relocation required (property/building/unit is currently occupied)

☐ No relocation required (property/building/unit is not currently occupied)

If yes, how is site control held?

Adeo has ownership of the Hope Apartments development.

12 Attach documentation of site control as an Exhibit.

Describe the income levels targeted by the proposed project.

All units are currently leased to tenants with incomes at or below 80% of AMI. Predominantly, units are leased to tenants at or below 40%. At completion of the activity for which CDBG funds are applied for, a minimum of 51% of the units will be leased to tenants at or below 80% of AMI..

Project implementation schedule

13 Attach detailed implementation schedule, noting all dates pertinent to this, and answer the questions below. The schedule must include dates associated with types of City reviews and approvals, financing, site preparation, construction site and completion, and lease-up.

PART 3 - PROJECT INFORMATION OVERVIEW CONTINUED

Attach the following as Exhibits to the Application:

14 Detailed project description

The description should include: Location; type of housing; number of buildings and/or units; proposed number of HOME-assisted units (can be no less than the percentage of HOME funds in the project or confirmation that at least 51% will be leased to tenants at or below 80% AMI); target population; number of units dedicated to each income level; special amenities and services; proximity to shops, transportation, services; local support for the project; current and proposed ownership/management structure; other information necessary for a full understanding of the proposed project/program.

15 Site plans, City approvals, etc.

16 Assessor records of site showing legal description, parcel number, size of parcel, etc.

17 Market study (analysis), specific to the proposed project. If not yet available, Exhibit should explain and note date by which it is expected to be complete. HOME funds cannot be committed, obligated, or expended without the market analysis. (See Part Five for instructions.)

Project will meet the following Consolidated Plan priority(ies), objective, and outcome as follows (DO NOT CHANGE):

H ☒ Support efforts to preserve, maintain, and provide access to affordable housing

☒ Objective - Provide Decent housing

☒ Outcome - Sustainability

Environmental review - attach any review available; complete information in Section 5 of the Affordable Housing packet

☐ Environmental review is being conducted by another jurisdiction (state, other city, etc.)

☒ Environmental review is underway ☐ Complete Completion expected by 1-Sep-22

☐ If being conducted by another jurisdiction, that jurisdiction is willing to provide review and back-up to Greeley

If housing proposed will be **single-family**, request is for ☐ Developer subsidy

☐ Direct subsidy to homebuyer

☐ Both developer and direct homebuyer subsidy

If housing proposed will be **multi-family**, owner/developer receives a direct subsidy and is responsible for the development throughout the period of affordability. Further, if property does not remain a viable affordable housing development as defined by HUD, the owner/developer is subject to repayment of the HOME and/or CDBG funds.

Describe the benefit of investing CDBG/HOME funds in this project to the neighborhood or clientele served. 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.

Hope Apartments has served low-income people with disabilities since 1994. As the building has aged, tenants have reported that the windows in their units are faulty both in terms of creating drafty conditions as well as being difficult to operate. As a result, they feel a greater sense of vulnerability and find their heating and cooling bills are higher than they would like. CDBG funds for Hope Apartments will assist Adeo to continue to offer safe, affordable, and competitive housing that is designed to benefit LMI adults with disabilities. Tenants will not have to compromise their personal comforts by overspending on their utilities just to stay comfortable in their home. Further, tenants will also be safer and feel less vulnerable. Not receiving CDBG funds will delay Adeo's ability to accomplish this overdue improvement indefinitely. As committed as the company is to continually increase the "reserve for replacement" budget, upgrades to an aging property without additional funding is not a reality. Each year that the project is delayed results in increased project costs and can ultimately lead to the building becoming uninhabitable.

PART 4 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS

NOTE: Projects that do not have commitments for all other funding will only be considered for funding reservation.

Application is for ☒ CDBG only ☐ HOME only ☐ CDBG & HOME

If requesting HOME funds, application is for (check any that apply. Board will determine best source of funds for this application):
CHDOs must have qualified as such and meet all CHDO qualifications at time of application and throughout affordability period.

☐ HOME funds ☐ CHDO funds ☐ Combination HOME & CHDO funds ☐ Pre-development loan

Attach the following as an Exhibit.

18 Detailed project budget and proforma, including secure and unsecure funding. Ensure it details sources and uses of funds.

☒ Are all other financing firmly committed to the project? ☒ Yes ☐ No

If answer is yes, attach letters/documentation of committed sources. If no, note dates on implementation schedule of when different financing sources are expected to be committed. The City will not enter into a CDBG or HOME agreement until all financing is committed.

19 Attach documentation of firm commitments, as available.

Discuss committed/uncommitted funding.

Adeo is in a position to immediately commit \$42,592 in reserve for replacement funds to assist in funding this project. We hope that the additional \$127,775 will be committed by GURA to allow Adeo to complete this project in a timely manner during calendar year 2022.

CDBG funds requested as a ☐ Loan ☐ Forgivable loan ☒ Grant ☐ Combination

HOME funds requested as a ☐ Loan ☐ Forgivable loan ☐ Grant ☐ Combination

If loan or combination loan/grant is being applied for (HOME and/or CDBG), discuss proposed loan terms below. (For example: Does applicant propose payment of principal and interest, payment of principal only, payment of principal with a balloon payment, etc.). What is proposed loan term (in years)? **If grant is being requested, explain why a loan is not feasible.**

CDBG funds in the form of a grant will allow Adeo to address various other projects contained within their portfolio. CDBG funding will permit the company to diversify their expenditures, thus permitting Adeo to continue to grow, thrive and improve, not only existing properties, but provide a path to venture into other opportunities in the community that will ultimately benefit an increased number of LMI adults with disabilities.

Project will generate Program Income: ☐ Yes ☒ No

If yes and requesting retention, describe how it will be used to continue to meet a HOME eligible activity:

PART 4 - FINANCIAL COMMITMENT/ACTIVITY BUDGET/SOURCES AND USES OF FUNDS - CONTINUED

Project will generate CHDO proceeds:

☐

Yes

☒

No

If yes and requesting retention of proceeds, describe how it will be used to continue to meet a HOME eligible activity:

Identify projects receiving HOME and/or CDBG funds during the past five years and the use of those funds:

Project	Year received	Amount	Type of project/use of funds
CDBG-Hope Apartments	2018	\$66,126	Build and install vertical platform lift
CDBG-Stephens II	2017	\$42,990	New windows and parking lot replacement

For every \$1 of HOME funds in a project, the applicant must provide a .25 match of non-federal funds. Note match to be provided for this project. (Donations, in-kind, volunteer hours, agency funds, etc.) Explain how match will be met. Call GURA for more information, if needed.

Not using HOME funds. This question not applicable.

Additional Financial: Describe how the owner/developer's fiscal management structure, i.e. who administers the bookkeeping or accounting services, financial reporting, record keeping, accounting systems, payment procedures, and audits performed; what financial oversight is provided by the Board of Directors. Identify and describe any audit findings, liens, investigations, or probation by any oversight agency during the past five years. Also discuss who will request draws of funds.

Adeo's Finance Department is led by Controller Steve Cope, who manages all the operations of the department. He provides monthly financial reports to the Executive Director, who presents them to the Board of Directors for review and discussion. He also ensures that Adeo provides all requested information to the auditor during our annual financial audit. Steve Cope or Julie Glover will request draws of funds.

PART 5 - CERTIFICATIONS AND SIGNATURE PAGE

Signature certifies to the acceptance of the following statements.

1. That, to the best of my knowledge, all factual information provided is true and correct, and all estimates are justifiable.
2. I understand and will comply with all applicable cross-cutting laws and other requirements, as noted below (a-m):
 - a. Fair Housing Act (42 U.S.C. 360-19) and implementing; Executive Order 11063 (Equal Opportunity In Housing regulations at 24 CFR Part 100, 109, and 110; Executive Order 11068 (Equal Opportunity in Housing) and implementing regulations at 24 CFR Part 107; and Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000d) (Non-discrimination in Federally Assisted Programs) and implementing regulations issued at 24 CFR Part 1. Project with five or more HOME units will be Affirmatively Marketed, and the agency has written policies and with regard to Affirmative Marketing.
 - b. Age Discrimination Act of 1975 (42 U.S.C 6101-07) and implementing regulations at 24 CFR Part 146, which prohibits discrimination because of age in programs and activities receiving Federal financial assistance.
 - c. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

PART 5 - CERTIFICATIONS AND SIGNATURE PAGE - CONTINUED

Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects) and with implementing regulations at 24 CFR 135.

- d. Requirements of Executive Order 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by minority- and women-owned business enterprises.
- e. Requirements of Executive Order 11246 (Equal Opportunity) and the regulations issued under the Order at 41 CFR Chapter 60.
- f. Policies, guidelines, and requirements of 2 CFR Part 200 (Cost Principles Applicable to Grants, Contracts, and Other Agreements with State and Local Governments), A-110 (Grants and Cooperative Agreements with Institutions of Higher Education and Other Nonprofit Organizations), A-122 (Cost Principles Applicable to Grants, Contracts, and Other Agreements with Nonprofit Institutions), and audit requirements described in OMB Circular A-128 implemented at 24 CFR Part 44 and OMB Circular A-133 (Audits of Institutions of Higher Learning and Other Nonprofit Institutions).
- g. Environmental laws and authorities at 24 CFR 58 and requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4123). Applicant agree to provide the City with information necessary for GURA staff to complete the environmental review. Applicant will not engage in any choice limiting actions (including acquisition) prior to completion of the environmental review and, as necessary, Release of Funds from HUD. Applicant agrees to carry out any mitigating measures required as a result of the environmental review or select an alternate eligible property.
- h. The applicant will provide a drug-free workplace in accordance with the Drug Free Workplace Act of 19088 and HUD's implementing regulations at 24 CFR Part 24, Subpart F.
- i. The applicant will comply with the requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821, at sec.) and implementing regulations at 24 CFR Part 35.
- j. The applicant will ensure that no person has been or will be displaced from his or her dwelling as a direct result of the project described in this application.
- k. The applicant will ensure that no Federally appropriated funds have been paid, or will be paid by or on behalf of the undersigned, for lobbying the Executive or Legislative Branches of the Federal Government. (Refer to the government-wide common rule governing the restriction on lobbying, published as an interim rule on February 26, 1990 (55 FR 6736) and supplemented by a Notice published June 15, 1990 (55 FR 24540). The interim rule for HUD is codified at 24 CFR Part 87.
- l. The applicant and its principals (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or involuntarily excluded from covered transactions (see 24 CFR 24.110) by any Federal department or agency; (b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause of default. Where the applicant is unable to certify to any of the statements in this certification, such applicant shall attach explanation behind this page.
- m. The applicant will comply with the requirements of the Davis Bacon Act (40 U.S.C 3141 et seq), as applicable to the proposed project, as well as the HUD implementing regulations at 24 CFR Part 5.

Signature: Date:
Printed Name: Sarita Reddy, Ph.D. Title: Executive Director
Agency: Adeo CO For project: 2022 CDBG - Hope Apartments Window Replacement

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:

Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Employment Opportunities for Lower Income Persons in Connection with Assisted Projects) and with implementing regulations at 24 CFR 135.

- d. Requirements of Executive Order 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by minority- and women-owned business enterprises.
- e. Requirements of Executive Order 11246 (Equal Opportunity) and the regulations issued under the Order at 41 CFR Chapter 60.
- f. Policies, guidelines, and requirements of 2 CFR Part 200 (Cost Principles Applicable to Grants, Contracts, and Other Agreements with State and Local Governments), A-110 (Grants and Cooperative Agreements with Institutions of Higher Education and Other Nonprofit Organizations), A-122 (Cost Principles Applicable to Grants, Contracts, and Other Agreements with Nonprofit Institutions), and audit requirements described in OMB Circular A-128 implemented at 24 CFR Part 44 and OMB Circular A-133 (Audits of Institutions of Higher Learning and Other Nonprofit Institutions).
- g. Environmental laws and authorities at 24 CFR 58 and requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001-4123). Applicant agree to provide the City with information necessary for GURA staff to complete the environmental review. Applicant will not engage in any choice limiting actions (including acquisition) prior to completion of the environmental review and, as necessary, Release of Funds from HUD. Applicant agrees to carry out any mitigating measures required as a result of the environmental review or select an alternate eligible property.
- h. The applicant will provide a drug-free workplace in accordance with the Drug Free Workplace Act of 19088 and HUD's implementing regulations at 24 CFR Part 24, Subpart F.
- i. The applicant will comply with the requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821, at sec.) and implementing regulations at 24 CFR Part 35.
- j. The applicant will ensure that no person has been or will be displaced from his or her dwelling as a direct result of the project described in this application.
- k. The applicant will ensure that no Federally appropriated funds have been paid, or will be paid by or on behalf of the undersigned, for lobbying the Executive or Legislative Branches of the Federal Government. (Refer to the government-wide common rule governing the restriction on lobbying, published as an interim rule on February 26, 1990 (55 FR 6736) and supplemented by a Notice published June 15, 1990 (55 FR 24540). The interim rule for HUD is codified at 24 CFR Part 87.
- l. The applicant and its principals (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or involuntarily excluded from covered transactions (see 24 CFR 24.110) by any Federal department or agency; (b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement or receiving stolen property; (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause of default. Where the applicant is unable to certify to any of the statements in this certification, such applicant shall attach explanation behind this page.
- m. The applicant will comply with the requirements of the Davis Bacon Act (40 U.S.C 3141 et seq), as applicable to the proposed project, as well as the HUD implementing regulations at 24 CFR Part 5.

Signature:

Sarita Reddy

Date:

7-21-2022

Printed Name:

Sarita Reddy, Ph.D.

Title:

Executive Director

Agency:

Adeo CO

For project:

2022 CDBG - Hope Apartments Window Replacement

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:

Carolyn

Date:

7-22/22

GURA Manager reviewed:

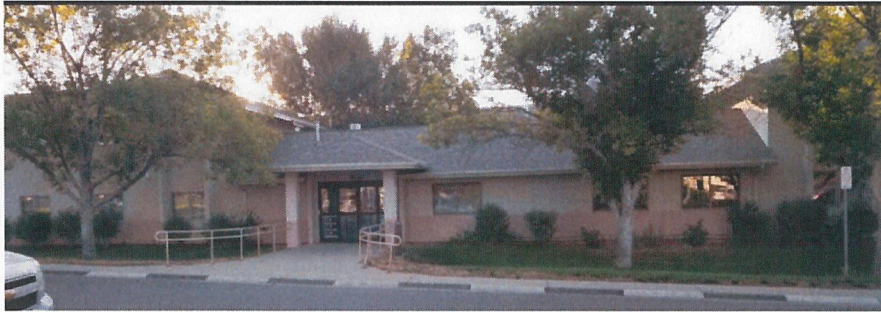
J.R. Carter

Date:

7-29-22

Adeo Multi-family Rehab at Hope Apartments – activity site photos (pre-activity)

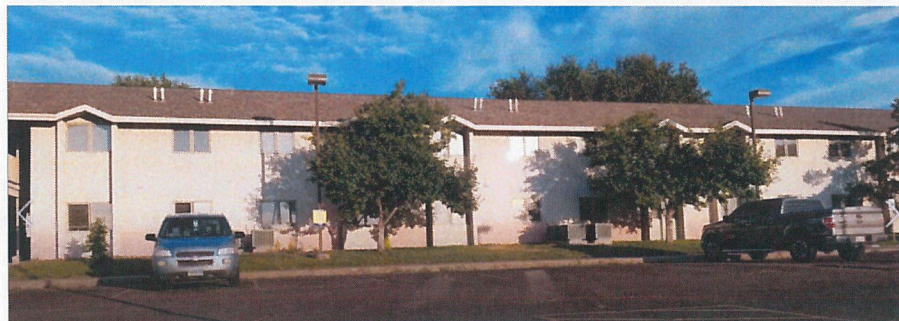
Front of Hope Apartments (west side)



South side



East side



North side





Legend

- City Voting Wards
- GreeleyBaseData.DBO.FIRMn
- Greeley Fire Response Areas
- Weld Subdivisions
- Colorado School Districts
- High School Attendance Areas
- Middle School Attendance Area
- Elementary School Attendance
- Greeley City Outline
- Other City Outlines
- Fire Stations
- Origin Cache Mask
- One Way Street
 - Elbow Lane; Alles Dr; 35 Av Ct; 9th Downtown
 - 10th Street; 9th Street
- Parcels
- Rail
- Building
- Building Shadow
- Pools
- Trailheads
- Trails
- Major Arterials
- Paved Roads
- New Roads

Notes

0.1 0 0.04 0.1 Miles

NAD_1983_HARN_StatePlane_Colorado_North_FIPS_0501_Feet
© City of Greeley GIS 7/14/2022

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION OR SURVEY PURPOSES

CDBG Hope Apts Window Replacement Exhibit 19

July 20, 2022

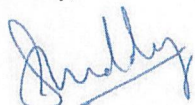
Greeley Urban Renewal Authority
1100 10th Street, Suite 402
Greeley CO 80631
Attn: GURA Board of Directors

To the Board of Directors — Greeley Urban Renewal Authority:

Please consider this letter as Adeo's financial commitment to set aside Hope Apartments Reserve for Replacement funds in the amount of \$42,592 as our secured portion according to the attached CDBG grant application.

If you should have any questions, please feel free to contact at 970-339-2444 or sreddv@adeoco.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sarita Reddy", with a horizontal line drawn underneath the name.

Sarita Reddy Ph.D.

CDBG Hope Apts Window Replacement
Exhibit 13

Detailed Implementation Schedule

August 10, 2022: GURA Board Review and approval of application

September 1, 2022: Environmental review complete

September 5, 2022: Procurement complete and job awarded

November 18, 2022: Work completed and draw of funds complete

*** Adeo's goal is to have this project completed in its entirety before the Thanksgiving Day holiday period begins.

CDBG Hope Apts Window Replacement
Exhibit 18

Project Budget:

Replacement Windows:	\$160,844.54
Additional Expenses:	
Deliver of Materials	\$555.00
Trash:	\$1740.00
On site storage:	\$800.00
Extended Arm Lift:	\$4160.00
Extras and Options:	<u>\$800.00</u>
Total for Project:	\$170,366.54

C.N.W. Siding And Window Company, Inc.
 leave reviews: <https://g.page/windowsgreeley/review?a,v>
 1101 29th Street Road
 Greeley, CO 80631
 Phone:970-352-7433
 Fax:970-352-3205
 Contact:Richard Evans



Customer Address

Adeo Colorado CO/ : Julie Glover
 2780 28th Avenue
 Greeley, COLORADO 806-34
 970-339-2444
 970-518-3076
 jglover@adeoco.org

Quote #: 45456
 Date: Jun 23, 2022

Description	Qty	Total
-------------	-----	-------

Replacement Windows

Replacement Windows	107 Single Sliders	\$160,844.54
----------------------------	---------------------------	---------------------

Alside 80 series, vinyl, fusion welded 3 3/8" frame, low E / argon efficiency glass package , 1" Thermo unit, aluminum screen frame with fiberglass mesh screen material. (color to be Clay).

Note: although there are a few smaller and a few larger The price reflects the bottom line average of all the windows as of Today. We priced them at actual size so I know this is a good number at this time. The additional expenses are line itemed within.

I've done research on multi-story buildings before and we have done the highest buildings in Greeley which is 12 story and use this window and it meets all the pressure design performance standards required by engineering for wind and frame strength, and glass strength which I see many of the taller buildings are not adhering to these engineering standards but we do and have had no trouble with this series for the purpose of these taller buildings performance standards requirements.

Additional Expenses

Delivery of Materials	1 Delivery	\$550.00
Cost to transport project materials. To include: Equipment, Fuel and Labor		
Trash	4 Large	\$1,740.00

Items continued...

Cost to dispose of trash and debris caused by project.		Dumpsters	
On site storage		1 Conex / Space	\$800.00
Conex container to store windows during project.			
Extended Arm Lift		8 Days	\$4,160.00
Mechanical power lift to work from while installing materials. It will also help us get the windows to the upper story quicker and easier with less labor cost and safer.			
Note: this will also protect us from violating OSHA standards on job searches this.			
Extra's and Options		16 Additional Admin Hours	\$1,472.00
Administrative requirements on government-funded projects. We will have additional administrative expenses due to the paperwork required by government jobs in documenting their requirements.			
Extra's and Options		1 Additional Workers Comp.	\$800.00
Additional workers comp insurance for the project. We likely can get it done with our current staff but if I have to add on for short time, this is the amount that I've been experiencing per person with an estimated number of days that I have for the project.			
Total			\$170,366.54