

City of Dothan Competitive Process

2012 Public Service Application Instructions

**ALL APPLICATIONS ARE DUE
THURSDAY, MARCH 29, 2012 BY 12:00 NOON.**



PUBLIC SERVICE APPLICATION GUIDELINES

- All material must be typed in 12-point font.
- Only attachments requested in the application may be submitted.
- Application packet **may not** contain more than 17 pages including attachments.
- Letters of financial commitments **must be included.**
- Include **one copy** of your most recent agency/company audit.
- If the application is awarded funding, **any deviation from the proposed project may require review and recommendation from the CDBG Staff and final approval by City Commissioners.**
- **Only one application per organization.**

Include 20 copies of the application, NO FOLDERS, UNSTAPLED, and the following attachments:

- List of Board Members (1 page)
- Location Maps (maximum 2 pages)
- Board of Directors Acknowledgement
- Financial Commitments from other funding sources (maximum 5 pages)
- If a Non-Profit, attach a 501(c)(3) (1 page)

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For Qualifying Low Income Individuals and Households

2011 Income Limits

Income Limits (as of July 2011)
2011 Median Income for a Family of 4: **\$51,200**
(City of Dothan Metropolitan Statistical Area)
City of Dothan

Household Members

Income	1	2	3	4	5	6	7	8
median								
80% of median	\$28,700	32,800	36,900	40,950	44,250	47,500	50,800	54,100
50% of median	\$17,950	20,500	23,050	25,600	27,650	29,700	31,750	33,800
30% of median	\$10,750	12,300	13,850	15,350	16,600	17,850	19,050	20,300

80% – 50%: Low Income

Below 50%: Very Low Income

Below 30%: Extremely Low Income

Updated July, 2011

HUD DEFINITIONS

FOR IDENTIFYING PERFORMANCE MEASUREMENTS

OBJECTIVES:

Suitable Living Environments: Activities that benefit communities, families, or individuals by addressing issues in their living environment. [Staff Note: This will be the objective for most CDBG Public Service category applications.]

Examples:

- * Addressing health and safety issues, especially for special populations (HIV/AIDs, elderly, frail, disabled)
- * Any kind of eligible assistance to special populations
- * Subsidized childcare
- * Self-sufficiency programs

Decent Affordable Housing: Housing activities that meet individual family or community needs. This objective should not be used for activities where housing is an element of a larger effort.

Examples:

- * Land acquisition for affordable housing/emergency shelters
- * New construction of affordable housing
- * Rehabilitation of affordable housing
- * Housing counseling
- * Homebuyer assistance
- * Emergency shelters

Creating Economic Opportunities: Activities related to economic development, commercial revitalization, and job creation.

Examples:

- * Job skills training

OUTCOMES:

Availability/Accessibility: Activities that make services, infrastructure, housing, and shelter available and accessible. Note that accessibility does not refer only to physical barriers. (“Does this open up the world for people?”)

Examples:

- * Creation or maintenance of affordable housing for special populations
- * Emergency shelters
- * Addressing health and safety issues, especially for special populations (HIV/AIDs, elderly, frail, disabled)
- * Any kind of eligible assistance to special populations

- * Self-sufficiency programs
- * Housing counseling
- * Job skills training

Affordability: Activities that provide affordability in a variety of ways. It can include the creation or maintenance of affordable housing, basic infrastructure hookups, or services such as transportation or daycare.

Examples:

- * Land acquisition for affordable housing
- * New construction of affordable housing
- * Rehabilitation of affordable housing
- * Subsidized childcare

Sustainability: Activities that promote livable or viable communities and neighborhoods by providing services or by removing slums or blighted areas.

Examples:

- * Planning projects
- * Economic development projects
- * Urban/neighborhood upgrades or revitalization

HUD DEFINITIONS

FOR IDENTIFYING HOMELESSNESS & HOUSING HOMELESS

- 1) An individual or family who lacks a fixed, regular, and adequate nighttime residence; or
- 2) An individual or family who has a primary nighttime residence that is:
 - a) a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
 - b) an institution that provides a temporary residence for individuals intended to be institutionalized; or
 - c) a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

CHRONICALLY HOMELESS:

A chronically homeless person is an unaccompanied homeless individual with a disabling condition who has either:

- 1) been continuously homeless for a year or more, or
- 2) has had at least four episodes of homelessness in the past three years.

A disabling condition is defined as a diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability. For chronic homelessness, the definition of a homeless person is an unaccompanied individual sleeping in a place not meant for human habitation or in an emergency homeless shelter.