

LONG-TERM RECOVERY PROJECT

Proposal Form

In response to a Presidential Disaster Declaration, applicants seeking CDBG funding for potential projects in the Long-Term Recovery funding category must first submit the attached proposal form, plus all required attachments.

CDBG Long Term Recovery funds are used to assist non-entitlement local units of government in addressing emergency housing, public facility, infrastructure, and business assistance needs that occur as a result of natural or manmade disasters. Such assistance may include, but is not limited to: acquisition/demolition, housing replacement, road repairs, storm water drainage and public facilities.

Long-Term Recovery Overview: All CDBG activities, including those used for disaster response and recovery, must meet a national objective. While the primary objective of the program is to benefit low- and moderate-income persons, a grantee may be able to undertake activities under the slum/blight or urgent need national objectives to address disaster response and recovery needs. CDBG funds may also be used under the urgent need national objective to alleviate existing conditions which pose a serious and immediate threat to the health or welfare of the community. In the absence of substantial evidence to the contrary, under §570.208(c) and §570.483(d), the grantee must document that the existing conditions are of recent origin or which recently became urgent, that the grantee is unable to finance the activity on its own, and that other sources of funding are not available. A condition will generally be of recent origin if it developed or became critical within 18 months preceding the certification by the grantee.

Environmental Requirements: An Environmental Review or Finding of Exemption must be completed prior to the initiation of project activities. Please contact the CDBG Environmental Review Specialist for more information.

Please note: if the proposal proceeds to the application process, the city/county will develop a time schedule for completing the proposed activities that will be referenced in a Grant Agreement. **If the city/county violates the conditions of the Grant Agreement without meeting the defined national objective, CDBG will have the option to terminate the agreement and demand full repayment of the funds.**

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Please note: Proposal Form must be completed in full to be evaluated.

1. Applicant Information (City or County): (List others, if multi-jurisdictional application.)

- a) Name: _____
- b) Mailing Address: _____
- c) City, State, & Zip: _____ County: _____
- d) Chief Official: _____ Title: _____
- e) Contact Person: _____ Title: _____
- f) Telephone Number: _____ DUNS #: _____ Fed. Tax ID #: _____

2. Proposal Preparer (if different than contact person stated above):

- a) Name: _____ Title: _____
- b) Name of Agency: _____
- c) Mailing Address: _____
- d) City, State, & Zip: _____
- e) Telephone Number: _____ Email Address: _____

3. Other Information (for reporting purposes):

- a) Population of project service area or jurisdiction (2010): _____
- b) LMI% of jurisdiction or Urgent Threat to Health and Safety _____
- c) State Representative District No.: _____ d) State Senator District No: _____

4. Specific Infrastructure Activity Proposed:

CDBG Emergency Program rules require that Community Development Block Grant (CDBG) funds be awarded only if the applicant is unable to finance the activity on their own and where other funding sources are insufficient to address the needs created by the disaster. Describe the availability of applicant resources as well as other funding sources to be used to address this disaster, and why CDBG Long-Term Recovery funds are needed.

5. List all sources and amounts of project funding, including proposed CDBG and any local funds. State if committed:

Funding sources	Committed? Y/N	Amount
CDBG		
Total funding sources		

6. Proposed Project Cost Estimate (must correspond with attached preliminary engineering report):

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Activity	Estimated Cost
a. Construction	
b. Engineering	
c. Construction Inspection (if separate from eng. fees)	
d. Property Acquisition (site, easements, appraisals, etc.)	
e. Other Professional Services (specify) _____	
f. Other (specify): _____	
i. TOTAL PROJECT COST	

7. Narrative Questions (use additional sheets):

- a) Describe the need or needs addressed in this proposal. When, Where, and How the event occurred, estimate of damages after insurance
- b) Describe your proposed project in detail. How does the proposed activity relate to the damages sustained during the event?
- c) Describe the project’s intended beneficiaries.
- d) Describe all alternative solutions considered to address the need and why the one selected is best.
- e) Does the project qualify for any other state or federal assistance programs?

Please Note: Duplication of benefits occurs when Federal disaster recovery funding is provided for the same costs paid by any other source, or for costs to repair or replace losses that have or will be paid by private insurance, and the total amount received exceeds the total need for those costs.

8. Certification:

The undersigned official of the applicant certifies that the information contained herein and the attached documents are true, correct, and complete to the best of my knowledge and belief. The applicant further understands that this project proposal is a preliminary request and is not a substitute for a full CDBG application, nor does it assure funding from CDBG.

Name and title of Chief Elected Official: _____

Signature of Chief Elected Official: _____ Date: _____

Submit one original and one copy, plus attachments to:

CDBG Program
P.O. Box 118
Jefferson City, Missouri 65102