



Marion
County
FLORIDA

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Marion County Community Services

Community Development

9/30/2020 deadline

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\$ 0.00 Requested

Additional Contacts
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Pre- Application Proposal [top](#)

1. What source of funds are you applying for?

- CDBG Housing
- HOME Housing
- SHIP Housing
- CDBG Public Service
- ESG Outreach Worker
- ESG Homeless Prevention and Rapid Rehousing
- CDBG Public Facility/Infrastructure

2. Provide the name of the proposed project and a description.

-no answer-

3. Provide agency background information.

-no answer-

4. Provide at least 3 specific project goals.

-no answer-

5. Provide a timeline of the project, from application to completion.

-no answer-

6. Which HUD national objective will be supported with this project?

- Benefit low and moderate-income persons.
- Aid in the prevention or elimination of slum or blight (in a designated area).
- Meet community development needs having a particular urgency (existing conditions must pose a serious and immediate threat to the health or welfare of the community, be of recent origin and other sources of funding are not

available).

7. Please indicate if the proposed project will meet one of the 2019 Community Services funding priority goals:

- Essential (affordable) housing [rehab, acquisition, rental development]
- Homelessness [rapid rehousing, prevention, outreach]
- Community Development: (public infrastructure, nonprofit bricks and mortar, nonprofit capacity building)

8. Provide the amount of funds being requested:

-no answer-

Documents Requested *

Fully itemized project budget indicating all other sources and amounts of funding expected.

Required? **Attached Documents ***



Application Questions [top](#)

1. Which grant program are you applying to?

-answer not presented because of the answer to #1-

2. Describe the proposed project activity to be funded in detail, answering the following: what service/facility will be provided; how will it be provided; who will benefit; where is the project located; what project costs will grant funds be used to cover?

-no answer-

3. Describe the community problem or need that will be addressed by this activity. The statement of need should be substantiated with statistical evidence of local data.

-no answer-

4. What specific accomplishments does the agency expect to achieve with this project? How will these accomplishments be measured and tracked?

Example: through maintained attendance sheets, attendance at substance abuse group sessions will increase by 50% after 6 months, at nightly sessions due to increased lighting, parking and meeting space.

-no answer-

5. Will this project collaborate with other service providers in the community? If yes, list them and briefly describe the collaboration.

-no answer-

6. What method does the agency use to count people served?

- Individuals (I)
- Households (H)

7. How many individuals/households does your agency currently serve annually?

-no answer-

8. What is the anticipated total number of individuals/households to be served annually after this project is complete? What percentage increase does this represent?

-no answer-

9. What percentage of clients will be low- to moderate-income? (51% is required for CDBG and HOME)

-no answer-

10. Identify the target population for this project.

Example: low to moderate income families with children under 18 living at home.

-no answer-

11. How will the agency determine income level and residency of clients served?

-answer not presented because of the answer to #1-

12. If this is a Public Facility/Infrastructure project, will it include:

-answer not presented because of the answer to #1-

13. If the project involves acquisition of property, has the potential property been identified? If so, do you currently have total site ownership or has an offer been made to purchase? When is closing anticipated? Do you have an appraisal completed within the past 18 months? If yes, attach in the "Documents" tab.

-answer not presented because of the answer to #1-

14. If the project involves construction/renovation, do you have site control? Is the site zoned correctly? Attach zoning map and mortgage/ownership document in the "Documents" tab.

-answer not presented because of the answer to #1-

15. If the project involves construction/renovation, and drawings are required, do you have engineered drawings completed? What is the name of architect/engineering firm?

-answer not presented because of the answer to #1-

16. Are you aware of any environmental hazards that are on or near the site? Have you had a Phase One Environmental Assessment completed? (This will be required for acquisition funding). Complete the Environmental Issues table.

-answer not presented because of the answer to #1-

17. Will this property remain in your control after project completion? If so, please attach a 5 year financial plan for capital repairs and maintenance of the property/building in the "Documents" tab.

-answer not presented because of the answer to #1-

18. This property will be used for:

-answer not presented because of the answer to #1-

19. If you answered "rental" to Question 18, list the number of units:

-answer not presented because of the answer to #1-

20. Has the organization received Federal and/or State funding previously? If so, name source, amount, and year received.

-answer not presented because of the answer to #1-

21. Explain and list other funding sources being sought or secured to supplement this project. List amounts expected or received. If expected, please include a letter of commitment in the "Documents" tab. If received, is it recurring after this year?

-answer not presented because of the answer to #1-

22. Who will be performing the financial oversight for the grant funds? Name and title:

-answer not presented because of the answer to #1-

23. There is a percentage of total grant allocation match requirement for these grants (CDBG 50%; HOME 25%; ESG 100%; SHIP 10%). How will the agency cover this?

-answer not presented because of the answer to #1-

24. Describe the organizational structure of the agency and how long the agency has been serving Marion County.

-answer not presented because of the answer to #1-

25. Does the agency governing board receive monthly financial statements and budget reports?

-answer not presented because of the answer to #1-

26. How will the agency continue funding this project after these grant funds are expended?

-answer not presented because of the answer to #1-

27. Who will be responsible for grant reporting? Name and title:

-answer not presented because of the answer to #1-

28. Who will be responsible for submitting reimbursement requests? Name and title:

-answer not presented because of the answer to #1-

29. If the agency supports the homeless, does it report in the Homeless Management Information System (HMIS)? (Required to receive funding.)

-answer not presented because of the answer to #1-

30. How does the agency plan to segregate grant funds from other agency funds for purposes of identification, tracking and reporting?

-answer not presented because of the answer to #1-

31. Briefly describe the agency's auditing policy, including that for the proposed project.

-answer not presented because of the answer to #1-

32. Please respond "Yes," "No," or "N/A" below:

-answer not presented because of the answer to #1-

33. Do you utilize a Diversion component in your program?

-answer not presented because of the answer to #1-

34. What supportive services do you offer? Are they mandatory or optional?

-answer not presented because of the answer to #1-

35. Under what circumstances do you terminate services with a client? Do you use an Exit Form?

-answer not presented because of the answer to #1-

36. What is your agency policy on stepping down the client portion of rent throughout the year?

-answer not presented because of the answer to #1-

37. How do you measure client success?

-answer not presented because of the answer to #1-

38. Describe your current case management staff: include duties, qualifications and time allotted per client per month.

-answer not presented because of the answer to #1-

39. How do you ensure Housing Quality Standards are met (lead based paint, unit appropriate, rent reasonableness, etc.)?

-answer not presented because of the answer to #1-

40. Who will be doing the Homeless Outreach? How many hours a week will they perform this duty? Will they be performing other duties?

-answer not presented because of the answer to #1-

41. In what parts of the county will the outreach take place?

-answer not presented because of the answer to #1-

42. Do you agree to follow the Outreach Minimum Standards and use the Outreach Report Form (both posted in the library)?

-answer not presented because of the answer to #1-

43. What service will be offered through this program?

-answer not presented because of the answer to #1-

44. Is this grant for salary reimbursement?

-answer not presented because of the answer to #1-

45. If this is a new service, describe market analysis to show the service is needed in our community.

-answer not presented because of the answer to #1-

46. If this is a continuation of an existing service, what percentage increase of your goals do you expect to accomplish?

-answer not presented because of the answer to #1-

47. Is this a new or continuing activity? If continuing, why is funding being requested now?

-answer not presented because of the answer to #1-

Budget [top](#)

Funding Sources/Revenues	Committed	Conditional	Proposed	On Hand
-none-	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Funding Uses/Expenses

Budgeted Amount

-none-

\$ 0.00Tables [top](#)**Outcome Performance Measures**

Objective	Measure	Activity	# Projected

Certifications Required for Funding

Activity	Certification
Americans with Disabilities Act: Certify that this agency has reviewed its projects, programs, and services for compliance with all applicable regulations contained in Title II, Americans with Disabilities Act of 1990.	€
Audits: Agrees to have an annual audit conducted in accordance with current Marion County policy regarding audits and OMB Super Circular 2 CFR 200.501. Shall comply with current Marion County policy concerning the purchase of equipment and shall maintain inventory records of all nonexpendable personal property as defined by such policy as may be procured with funds provided through the grant.	€
Conflict of Interest (24CFR 84.42 and 570.611 and 2 CFR 200). Certify and agree that no covered persons who exercise or have exercised any functions or responsibility with respect to CDBG assisted activities or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one year thereafter. A "covered person" includes any person who is an employee, agency, consultant, officer, or elected or appointed official of the agency.	€
Civil Rights Act Certify that it complies with and prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964.	€
Debarred/Suspended Contractor Certify, to the best of its knowledge and belief, which it and its principals will not knowingly enter into any subcontract with a person who is, or organization that is debarred, suspended, proposed for debarment, or declared ineligible from award of contracts by any federal agency.	€
Drug-Free Workplace Certify that it will provide a drug free workplace.	€
Accounting Standards Agrees to comply with 2 CFR 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.	€
Cost Principles Shall administer its program in conformance with OMB Super Circular 2 CFR 200.500.	€
Procurement Policies Certify and agree to procure all materials, property, or services in accordance with the requirements of 24 CFR 84.40-48 and 2 CFR 200.	€
Lobbying Activities Certify that no federal appropriated funds have been paid or will be paid, by or on behalf of the agency, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal amendment, or modification of any federal contract, grant, loan, or cooperative agreement.	€
Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), Small Business Contracting Certify that it will comply with 24 CFR 85.36(e) to take all necessary affirmative steps to assure that minority firms, women business enterprises, and labor surplus area firms are used when	€

possible. Further certify that it will submit to Marion County at the time of project completion a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds with contracts of \$10,000 or greater, in a format that will be provided by the County.

Real Property Certify that it will comply with real property standards (24 CFR 570.505) applicable to any property within the owner's control that is acquired or improved in whole or in part using CDBG funds in excess of \$25,000. €

Religious Activities Certify and agree that funds provided to the agency will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization. €

Environmental Issues

Question	Response
1. Project property is located on a historical or archeological site	
2. Project property is in the 100-year flood plan	
3. Project property is in a wetlands area	
4. Project property is in a coastal barrier area	
5. Project property is within a half-mile of an airfield	
6. Project property is near storage or manufacturing facility of industrial products	
7. Project property is on or near soil contaminated by diesel/fuel or gasoline	
8. Is the proposed activity expected to impact the environment in any negative manner or pose a hazard or nuisance?	
9. Are any endangered, threatened, or listed species located on the proposed project site?	
10. Are there any environmental concerns or impediments associated with the proposed activity?	

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
501(c)(3) IRS Tax Exemption Letter	✓	
List of current Board of Directors	✓	
Project Budget	✓	
Project Timeline	✓	
Agency Organization Chart	✓	
Most recent profit & loss statement and balance sheet	✓	
Funding Letter(s) of commitment		
Property Zoning Map		
Property Appraisal (no older than 18 months)		
Property Mortgage, ownership documentation		
5 Year Capital Improvement Plan		
Agency Articles of Incorporation	✓	
Agency By-Laws	✓	
Documentation of Authorization to apply for these funds (board minutes, letter)	✓	
Resume of Chief Operating and Financial Officers	✓	
Other Resumes		
Job Description(s)		

* ZoomGrants™ is not responsible for the content of uploaded documents.

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