

**City of Little Rock**  
**Department of Housing & Neighborhood Programs**  
**Community Development Division**

**Project Application Form**  
**2021 Program Year**

**Notice of Funding Availability (NOFA)**  
**Community Development Block Grant (CDBG) 24 CFR PART 570**

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**SUMMARY**

The City of Little Rock Department of Housing & Neighborhood Programs, Community Development Division, is now accepting CDBG applications for the 2021 funding cycle.

**OBJECTIVES**

Funding projects and services that benefit low to moderate income people that are consistent with the Five-Year Consolidated Plan which identifies public service needs.

**PLEASE NOTE**

*Only organizations with 501(c)(3) nonprofit status and minimum of one year experience providing a CDBG eligible activity are qualified to apply.*

*If you are a startup organization or program, the City is unable to fund an activity until it shows viability and capacity. Activity should not be dependent solely on CDBG funding-it must have other funding sources and be financially stable without CDBG funding.*

*Available funding for all nonprofit applications combined was roughly \$255,000 for program year 2020.*

***DO NOT SUBMIT APPLICATIONS THAT ARE OVER THE FUNDING AMOUNT. THE CITY WILL NOT FUND ANY MORE THAN WHAT IS AVAILABLE UNDER THE 2021 FUNDING CYCLE.***

***PLEASE BE ADVISED THAT PROJECTS SELECTED WILL BE SUBJECT TO FUNDING AVAILABILITY.***

You may access this NOFA (CDBG Project Application FY 2021) by visiting our website at <https://www.littlerock.gov/city-administration/city-departments/housing-and-neighborhood/>. You may also call our office at 501-371-6825 to request an application or email Beverly Arbor at [barbor@littlerock.gov](mailto:barbor@littlerock.gov). Also if you need additional information about Community Development Block Grant you can review the Code of Federal Regulations 24 CFR Part 570.

## **DATES**

Project Application Form must be received by 5:00 p.m., Tuesday, March 23, 2021 via email ([barbor@littlerock.gov](mailto:barbor@littlerock.gov)) or mailed to the attention of Beverly Arbor, Community Development Planner, Department of Housing and Neighborhood Programs, 500 West Markham, Suite 120W, Little Rock, AR 72201. If applications are mailed, the application must be received in the Community Development Division office by the time and date above. **There will be absolutely no exceptions.**

## **DISCLAIMER**

**All proposals submitted become the property of the City of Little Rock. Submission of a proposal does not commit the City of Little Rock to award a contract or to pay for any costs incurred in the preparation of a proposal. The City reserves the right to request additional information pursuant to this application. The City has the right to extend the submission deadline should such extension be in the interest of the City. Applicants have the right to revise their proposals in the event the deadline is extended. The City of Little Rock reserves the right to reject any proposal.**

*The City of Little Rock Assures Equal Opportunity in Employment and Housing.*



**HUD NATIONAL OBJECTIVES:**

All activities funded through the Community Development Block Grant (CDBG) must demonstrate that the activity meets at least one of the following HUD CDBG national objectives (24 CFR 570.208):

- Activities benefiting low and moderate income persons;
- Activities which aid in the prevention or elimination of slums or blight; and
- Activities designed to meet community development needs having a particular urgency (referred to as urgent need).

**PERFORMANCE MEASUREMENT:**

HUD has implemented a mandated system of reporting performance measurements in a precise and timely manner. All of the activities funded must identify one of the three performance measurements primary objectives and outcomes. Directly below are the primary objectives:

- Creating suitable living environment (in general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment);
- Creating decent housing (this objective covers the wide range of housing activities that are general undertaken with CDBG, HOME, or HOPWA funds)
- Creating economic opportunities (this objective applies to the types of activities related to economic development, commercial revitalization, or job creation)

There are three outcome under each objective. They are:

- Availability/Accessibility applies to activities that make services, infrastructure, housing, or shelter available or accessible to low and moderate income people, including persons with disabilities. Accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate income people.
- Affordability applies to activities that provide affordability in a variety of ways in the lives of low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-up, or services such as transportation or daycare.
- Sustainability applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefits to persons or low and moderate income people or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

**INCOME ELIGIBILITY CRITERIA**

Funded activities must benefit persons whose annual income does not exceed 80 percent of the median income for the area, as determined by HUD. The current income limits are listed below, but limits are updated annually.

**2020 HUD Income Guidelines**

<b>Family Size</b>	<b>Very Low (50%)</b>	<b>Low (80%)</b>
1	\$25,300.00	\$40,450.00
2	\$28,900.00	\$46,200.00
3	\$32,500.00	\$52,000.00
4	\$36,100.00	\$57,750.00
5	\$39,000.00	\$62,400.00
6	\$41,900.00	\$67,000.00
7	\$44,800.00	\$71,650.00
8	\$47,700.00	\$76,250.00

## NOTICE OF PUBLIC MEETING AND FUNDING AVAILABILITY

The City of Little Rock is beginning the planning process for its Five-Year Consolidated Plan (2021-2025) and Annual Update to the Consolidated Plan.

The Consolidated Plan will outline funding and programs to be accomplished through the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons With AIDS (HOPWA) programs. The purpose of this meeting is to determine and receive comments on community development and housing needs, to receive comments on development of proposed activities, to review program performance, to inform the public of the 2021 planning process, and to increase citizen involvement.

To initiate the planning process, a virtual public hearing through Cisco Webex will be conducted on Monday, March 8, 2021. If you don't have the app you can still participate by phone. Below is the information to join the meeting or the call-in number for the meeting:

### **Join from the meeting link**

<https://littlerockgov.webex.com/littlerockgov/j.php?MTID=m7199bbd9120c18dead1f93952cf79a30>

**Join by meeting number:** Meeting number (access code): 133 700 0406 / Meeting password: 6xyF93dJ2yv

**Join by phone:** +1-415-655-0003 US Toll Global call-in numbers | Toll-free calling restrictions

In accordance with its Citizen Participation Plan, the City will conduct four community-wide public meetings with our consultant, Western Economic Services LLC, to address housing and community development needs for the 2021-2025 Consolidated Plan and Annual Update to the Consolidated Plan. The purpose of the meetings is to obtain the views and comments of individuals and organizations relative to the needs that may be addressed by CDBG, HOME, and HOPWA funds. The virtual public meetings will be through GoToWebinar. You do not have to attend all four public meetings. Below are the links to registers for each day. After registering, attendee will receive a confirmation email containing information about joining the webinar.

### ***Wednesday March 17--Public Input Meeting -12pm***

<https://attendee.gotowebinar.com/register/4996315390152571151>

### ***Thursday March 18--Public Input Meeting – 12pm***

<https://attendee.gotowebinar.com/register/8254279393927193871>

### ***Thursday March 18--Public Input Meeting – 7pm***

<https://attendee.gotowebinar.com/register/8848230077693788687>

### ***Monday March 22--Public Input Meeting –6pm***

<https://attendee.gotowebinar.com/register/5369628175085242636>

If a non-profit organization plans to submit a request for a project, an application form with all required information must be completed. The Project Application Form may be obtained starting March 2, 2021 at the Department of Housing and Neighborhood Programs, 500 West Markham, Suite 120W, Little Rock, AR 72201 or at the City's website <https://www.littlerock.gov/city-administration/city-departments/housing-and-neighborhood/>. In order to pick up an application you must first call our office at 501-371-6825 to request an application or email Beverly Arbor at [barbor@littlerock.gov](mailto:barbor@littlerock.gov) due to City Hall still being closed to the public.

**Completed Project Application Forms must be received at the above address no later than 2:00 p.m. on Tuesday, March 23, 2021.**

If you have questions or need additional information, please feel free to contact Beverly Arbor at [barbor@littlerock.gov](mailto:barbor@littlerock.gov) or 371-6898.

**All interested persons are encouraged to attend and participate.**



*The City of Little Rock Assures Equal Opportunity in Employment and Housing  
City of Little Rock FY 2021*

**City of Little Rock**  
**Department of Housing & Neighborhood Programs**  
**Community Development Division**

Project Application Form  
2021 Program Year

***PLEASE BE ADVISED THAT PROJECTS SELECTED WILL BE SUBJECT TO FUNDING AVAILABILITY.***

Legal Name of Organization: \_\_\_\_\_

Founded Date \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Tax I.D. Number: \_\_\_\_\_ DUNS Number: \_\_\_\_\_

(Please note that you must have a DUNS number to be eligible for CDBG Funds and active registrations with SAM.GOV.)

E-Mail Address: \_\_\_\_\_

Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Person's Direct Telephone Number: \_\_\_\_\_

Has your Organization received CDBG funding in the past? \_\_\_\_\_ Yes \_\_\_\_\_ when \_\_\_\_\_ No

**Project Information**

Name of Project \_\_\_\_\_

Type of Project:  Public Service Program  
(Describe) \_\_\_\_\_

Project CDBG National Objective \_\_\_\_\_

Project Performance Measurement Objective \_\_\_\_\_

Project Performance Measurement Outcome \_\_\_\_\_

(Please refer to the listing in the CDBG NOFA for the National Objective, Performance Measurement Objectives & Outcome.)

Neighborhood and/or Ward being Served \_\_\_\_\_

Estimated Project Cost: \_\_\_\_\_ Number of persons served: \_\_\_\_\_



7. Does the implementation of this program depend on receiving 100% of your CDBG request?

8. If you are not approved for 100% of your CDBG request, how will you address the shortfall?

9. Briefly describe your organization qualifications, indicate staff members and experience in managing grants and similar programs. If a 501c 3 organization please provide a copy of status.

***I CERTIFY THAT ALL OF THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT.***

\_\_\_\_\_  
*SIGNATURE*

\_\_\_\_\_  
*DATE*

**To be considered for funding, applications must be received at the address below no later than 2:00 p.m. on Tuesday, March 23, 2021.**

Department of Housing and Neighborhood Programs  
Community Development Division  
500 West Markham, Suite 120 West  
Little Rock, Arkansas 72201  
(501) 371-6825

# PROGRAM BUDGET FORM

<b>Organization Name:</b>	
<b>Project Name:</b>	

**Fiscal Year 2021**

**Please provide a detailed explanation of each line item.**

<b>Budget Categories</b>				
Line Item Object	Funding Amount			Total Amount
	CDBG Amount	Other Cash Contributions	In-Kind Amount	

**Please include leveraging resources including cash, cash equivalent (i.e., other federal, state, and local grant awards) and in-kind contributions, such as services, donations or equipment.**