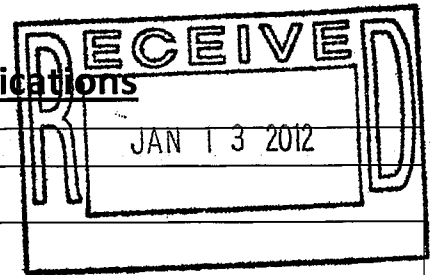


City of Urbana CDBG Public Facilities Applications



A. ORGANIZATION INFORMATION	
Project Title: Evans House Roof	
Address/Service Area: 506 E. Church Street, Champaign, IL 61820	
Amount Requested* (minus 25% match): \$23,325.00	
Applicant Organization: The Center for Women in Transition	
Address: 508 E. Church Street	
City/State/Zip: Champaign, IL 61820	
Applicant's Fiscal Year: July 1 – June 30	
Person Responsible for Preparation of Application	
Name	John Sullivan
Title	Executive Director
Address	508 E. Church Street
City/State/Zip	Champaign, IL 61820
Phone Number	217-819-4611
Fax	217-352-1035
E-mail	jsullivan@cwt-cu.org
Person Responsible for Proposed Activity (if different than person above)	
Name	Andy Harmon
Title	Facilities Manager
Address	508 E. Church Street
City/State/Zip	Champaign, IL 61820
Phone Number	859-351-5843
Fax	217-352-1035
E-Mail	aharmon@cwt-cu.org
Person Responsible for Financial Information (if different than person above)	
Name	Irina Dikanova
Title	Fiscal Manager
Address	508 E. Church Street
City/State/Zip	Champaign, IL 61820
Phone Number	217-819-4619
Fax	217-352-1035
E-Mail	idikanova@cwt-cu.org

*Amount requested should be same amount as listed on Page 9)

B. ACTIVITY TO BE FUNDED:

B1. Fully describe the activity for which you are requesting funds:

The roof at the transitional shelter for homeless women and children is leaking and is in immediate need of repair. The funding request is to repair the roof, and the interior damage caused by the leaks, at the Evans House at 506 E. Church Street, Champaign, IL

B2. Why are CDBG funds needed for this activity? The Center for Women in Transition does not have adequate resources to pay for this activity.

B3. Describe how the overall project budget is cost effective and reasonable, as required by the Federal Office of Management and Budget (OMB) and HUD, for the anticipated result: An estimate based upon prevailing wage was secured from a reputable construction company with whom the agency has previously contracted for services. This agency has found the construction company to be honest and reliable in its estimation of costs.

B4. Please describe the effect on the proposed project if the City of Urbana grant is not awarded.

The repair of this roof critical to preserve the structural integrity of the building. If funding through this grant is not awarded, CWT will have to use general donations to complete this project. Using general donations means we will be unable to fund certain staff positions as well as pay for expenses which are not covered under other grants.

B5. Estimate the number of **total** persons or households that will benefit from implementation of this project:

 Persons OR 4 Households

B6. Percentage of persons or households served who will be or are City of Urbana residents: 50 %.

B7. Indicate other significant characteristics of the population to be served (i.e., elderly, disabled, homeless): All individuals served will be homeless women and children. CWT has experienced an increase in the number of individuals moving from the emergency domestic violence shelter in Urbana to transitional housing in Champaign.

C. NATIONAL OBJECTIVE COMPLIANCE

C1. In order to ensure that the program meets the intent of the Federal Housing and Community Development Act of 1974, as amended and re-authorized by the National Affordable Housing Act of 1990, Congress has

required that entitlement programs meet at least (1) one of three national objectives, of which the City has decided to focus its activities on - those that principally **benefit extremely low- and low-income persons**. Please note that the following information is subject to change by HUD.

C2. Using the table below, please answer the following questions:

(a) Estimate the number of persons or households (please check one) served who will be extremely low, low, & moderate income:

4 Extremely low (<30% MFI) _____ Low (31-50%) _____ Moderate (51-80%)

FAMILY SIZE	EXTREMELY LOW INCOME (30% MFI)	LOW INCOME (50% MFI)	MODERATE INCOME (80% MFI)
1	\$14,150	\$23,500	\$37,600
2	\$16,150	\$26,850	\$43,000
3	\$18,150	\$30,200	\$48,350
4	\$20,150	\$33,500	\$53,700
5	\$21,800	\$36,250	\$58,000
6	\$23,400	\$38,950	\$62,300
7	\$25,000	\$41,650	\$66,600
8	\$26,600	\$44,300	\$70,900

(b) Explain fully how you will document that you are providing services to persons/households who are extremely low-, low-, & moderate-income:

We collect income data for each person/household receiving services.

D2. Which local funding priority does this project meet, as identified in the Five-Year Strategic Plan of the City of Urbana Consolidated Plan for Program Years 2010-2014? (See Page 2 for local funding priorities.)

- To provide decent housing

D3. Explain how the proposed project addresses the local funding priority listed above:

The repair of the roof at Evans House will ensure a safe living environment for the homeless women and children who reside in Evans House.

D. PERFORMANCE MEASUREMENT

D1. Federal regulations require all CDBG grantees to report annually on specific outcome indicators as mandated by the U.S. Department of Housing and Urban Development (HUD). HUD has developed a Community Planning and Development (CPD) Performance Measurement System to measure the impact of their federally funded programs. The three program performance **outcome** categories listed below are to show results achieved through your project activities, not the activities themselves. **Please check only one box on this page that best applies.**

Outcome 1 - Availability/Accessibility:

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

Objective:

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

Outcome 2 – Affordability:

This outcome applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

Objective:

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

Outcome 3 - Sustainability/Promoting Livable or Viable Communities:

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

Objective:

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

E. TIMELINESS / PROJECT READINESS

E1. Discuss the timeline for the project including dates for start and completion, and other significant stages such as hiring staff or securing a site, as applicable to your project. Indicate if this project is ongoing in nature. _____

Step 1: Advertise for bids for project (within 30 days of receipt of funding) _____

Step 2: Award contract (within two weeks after advertising) _____

Step 3: Repair roof (schedule as soon as contract has crew available & weather permits) _____

Step 4: Evaluate completed project (upon completion) _____

F. LEVERAGE / MATCH

H. ASSURANCES AUTHORIZATION, AND SIGNATURE SHEET

H1. ASSURANCES

As the Applicant, the undersigned assures the commitment to compliance with the following Regulations, as required by the Dept. of Housing and Urban Development (HUD):

- A. NATIONAL ENVIRONMENTAL POLICY ACT COMPLIANCE: Where necessary, in order to comply with the National Environmental Policy Act (NEPA) directives, applicants shall provide complete and accurate information about environmental issues relating to their proposed activity or project. Such information must be analyzed and demonstrate a thorough investigation of possible or actual implications as a result of the proposed project. Those agencies involved in housing production, rehabilitation and/or development shall document their files demonstrating compliance with NEPA and other environmental laws. Such files shall be complete and in accord with environmental regulations.
- B. LEAD-BASED PAINT / ASBESTOS: HUD requires proper removal and disposal of lead-based paint as a part of CDBG-assisted renovation/rehabilitation of public facilities built prior to 1978, as well as the proper removal and disposal of certain materials, including asbestos. If the proposed project is seeking CDBG Public Facilities funds from the City of Urbana for renovation of an existing building or other public facility - please provide photographs, aerial photographs, design specifications, plans/blueprints, elevation drawings, and/or site surveys to detail information about the proposed renovation.
- C. DAVIS BACON AND RELATED ACTS (DBRA): Whenever the contract/project involves construction work that is valued in excess of **\$2,000**, Davis-Bacon (including Federal Prevailing Wages) will be applicable. Even if CDBG funds finance only a portion of a construction work, DBRA is still applicable to the entire construction work. City staff will work with the applicant to ensure that DBRA is adhered to.
- D. SECTION 3: Section 3 is a provision of the Housing and Urban Development (HUD) Act of 1968 that helps foster local economic development, neighborhood economic improvement, and individual self-sufficiency. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods. City staff will review this application to determine if Section 3 applies to this project, and will notify the agency of such.
- E. FEDERAL LABOR STANDARDS: To ensure Federal Labor Standards are being met, all bid documents will be reviewed by City staff: (1) The agency will submit to City staff a bid packet/request for proposal to ensure compliance with Davis-Bacon and/or Section 3; (2) Prior to signing a contract, each selected Contractor's eligibility to work on Federal projects must be determined by City staff to make sure they are not on the "debarred contractors' list" – (see www.epls.gov.); and (3) The selected general contractor and agency must meet with City staff for a Pre-Construction Conference to review required documentation needed, i.e. certified payroll, pay request, and employee interviews.
- F. UNIFORM RELOCATION ACT: Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA) 49 CFR Part 24, protects all persons who are displaced by a federally-assisted project regardless of their income. URA requires relocation assistance be provided to any family, individual, or business that must move as a direct result of rehabilitation, demolition, or acquisition for a project in which federal funds are used. Where possible, projects must be designed to prevent or minimize displacement of tenants. Because federal funds administered by the City are made available through this application, any temporary or permanent displacement of tenants must be handled in accordance with all applicable provisions that cover relocation and acquisition of HUD programs.

H2. If a grant is awarded on the basis of this application, all project information detailed in this application will be implemented accordingly, becoming a part of the Agreement, and the project shall commence within ninety (90) days of the new grant period, which will begin on July 1, 2012.

H3. We, the undersigned, duly-authorized agents of WOMEN IN TRANSITION :
(Name of Organization)

- A. Do hereby state, to the best of our knowledge, the information contained in this application for the Community Development Block Grant (CDBG) Public Facilities (PF) grant is true and correct.
- B. Understand the CDBG PF funds are disbursed on a reimbursement basis and assure the funds will be administered by the Applicant.
- C. Understand that the laws and regulations of the US Dept. of Housing & Urban Development, as stated on previous page under "Assurances", and the City of Urbana will govern any CDBG PF funding resulting from this application.
- D. Agree to enter into an Agreement with the City of Urbana for its FY 2012-2013 Public Facilities grant and will adhere to all Program requirements.

CHIEF AGENCY OFFICIAL:

JOHN SULLIVAN
Name (Print)

EXECUTIVE DIRECTOR
Title

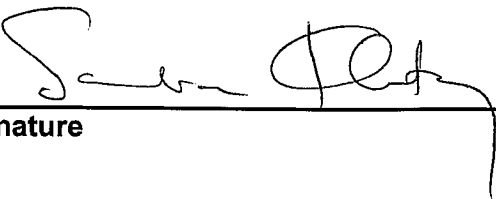

Signature

1/12/12
Date

BOARD OF DIRECTORS: CHAIRPERSON / BOARD MEMBER:

SANDRA KLITZING
Name (Print)

PRESIDENT
Title


Signature

1/12/12
Date

ATTACHMENT A

**The Center for Women in Transition
Project Budget**

Estimate received to:

Exterior:

Remove fire escape, shingles & felt. Replace rotten plywood, install new shingles, rubber roofing & flashing where needed. Replace fire escape.

Interior:

Remove drywall, replace bad insulation, install New ceiling joist, install new drywall (mud, tape, sand & paint).

Dispose of all waste associated with project. Cost \$31,100.00

ATTACHMENT B

**The Center for Women in Transition
Project Schedule**

Notification of final approval for funding = Day 1

Day 20 – Bid packet and advertisement to City of Urbana Grants Manager for approval

Day 30 - Advertise the project for bids (subject to receiving approval from Grants Manager)

Days 31 through 38 - Bids will be accepted for project

Day 39 - Bids will be opened, and contractor selected. Request approval from City of Urbana Grants Manager on selected contractor, and schedule pre-construction conference.

Day 44 – Bid award letters issued

Work will be scheduled with the contractor to commence as weather permits with the project to be completed as soon as possible, but no later than June 30, 2012.

At project start, all required postings will be in place. City of Urbana Grants Manager will be notified of project start to schedule Employee Interviews and take pictures of posted information.

Certified payroll will be submitted to the City of Urbana for review.

Upon completion of project, City of Urbana will be notified to conduct a final inspection, and a final pay request will be submitted to the City of Urbana.