



City of Lowell, MA
Department of Planning and Development
CDBG-CV Round 3

Community Development Block Grant CDBG-CV3 Application

As authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), the City of Lowell has funds remaining from Community Development Block Grant (CDBG-CV 3) Funds from the U.S. Department of Housing and Urban Development (HUD) CARES Act. These funds are available on a rolling basis until they are allocated or expended. These special CDBG-CV 3 funds are to be used to prevent, prepare for, and respond to the Coronavirus pandemic (COVID-19) all within the guidelines of CDBG funds. Please keep in mind, if awarded funding, there is demographic reporting requirements attached to this grant. Note: HUD does not allow for duplication of services using these funds.

Funding Priorities for CARES Act Community Development Block funding / CDBG-CV3.

- Small business loans/grants for capital, job creation or retention
- Microenterprise Assistance
- Workforce Development
- Physical/Mental Health and Substance Abuse Services related to COVID-19
- Food Assistance
- Support for the Homeless and those at risk of Homelessness, including shelter operations

If you have any questions about the funding or need assistance with completing the application, please contact:

Betty Rawnsley-Erazo brawnsley@lowellma.gov or 978-674-1418

Chris Samaras csamaras@lowellma.gov or 978-674-1429

Part 1: Applicant Information:

- Organization Name: _____
- Organization Address _____
- Project Title: _____
- Address: _____ City: _____ State: _____ Zip: _____
- Project Address (if different from above) _____
- Preparer's Name: _____ Phone: _____ E-mail: _____
- DUNS #: _____ EIN#: _____

Part 2: Funding History

- a. Has your agency previously received any CARES Act funds (ESG and/or CDBG) from the City of Lowell?
Yes ____ No ____
- b. What was the total amount awarded? \$ _____
- c. How much of the awarded amount has been expended to date? \$ _____
- d. If you have a balance, what is the anticipated date for 100% expenditure? _____

Part 3: Project Information

- a. Requested amount of funding: \$ _____
- b. Total project budget: \$ _____ Amount secured \$ _____
- c. Project Location _____
- d. The proposed request for funding will support a program or service that best aligns with which of the following National Objective categories:
 - Low and Moderate Income: Area Wide
 - Low and Moderate Income: Limited Clientele
 - Low and Moderate Income: Housing
 - Low and Moderate Income: Jobs
 - Urgent Need

e. Describe the scope of work and how this prevents, prepares for, and or responds to Coronavirus (COVID-19):

f. Describe how recipients will access the services provided:

g. Describe any additional precautions you've put in place for COVID-19:

h. What are your required emergency policies and procedures to address COVID-19?

Part 4: Outcomes

a. Identify the number of projected units of services provided by the CDBG-CV 3 funds. The service area must include the City of Lowell and Lowell residents. Please choose one national objective from below.

Low and Moderate Income: Area Wide

- Census Tracts: _____

Low and Moderate Income: Limited Clientele

- Total Number of Total Clients Served _____
- LMI Clients Served _____

Low and Moderate Income: Housing

- Total Number of Households Served _____
- Total Number of LMI Households Served _____

Low and Moderate Income: Jobs

- Total Number of FTE Jobs to be created _____
- Total Number of LMI FTE Jobs to be created _____

Urgent Need - For city use only.

Part 5: Organizational Experience

a. What is your organization's mission? What core services are provided?

b. Describe the experience your organization has related to this project and the number of years your organization has been providing this service.

d. **Program Activity Costs**– please list non-personnel costs that will be paid for by these funds.

Non-Personnel Activity Costs			
Program Activity Costs	Total Activity Costs	Total Activity Cost Billed to CDBG-CV3	% of Total Activity Costs Billed to CDBG-CV 3
Example: Purchase PPE Materials	\$1,600	\$800	50%
TOTALS	\$	\$	

Part 6: Project Readiness

a. Please provide project timelines and any required permits or special considerations that must be taken for the project to move forward.

Activity	Dates	Comments

Part 7: Additional Information

Please use this section to provide us with additional information that might assist the staff in decision making.

Part 8: Authorization to Submit Proposal

This application is submitted by the undersigned with the full knowledge and consent of the governing body of this organization and is, to the undersigned's best knowledge, accurate in all details.

Name: _____ Title: _____

Signature: _____ Date: _____
(Electronic signature acceptable)

Important Information

The City will accept applications for the use of CDBG-CV3 funds on a rolling basis until funds have been allocated or expended. Funds will be awarded to eligible projects that demonstrate a readiness to proceed, and meets the strict minimum requirements as described in this notice. Priority will be given to projects that have expended their prior Coronavirus Aid, Relief and Economic Security Act (CARES Act) funds in a timely manner. Funding decision will be made only after complete applications that meet the eligibility requirements have been met.

Expenditure Deadlines:

Subrecipients awarded CDBG-CV3 funds must meet the following expenditure deadlines.

- 80% of the Subrecipients total award must be expended by February 28, 2022
- 100% expenditure deadline June 1, 2022.
- Any funds not meeting the 80% expenditure deadline will be returned to the City of Lowell, and the City reserves the right to reallocate any funds that are not expended in a timely manner.

Please email applications and direct any questions to:

Betty Rawnsley-Erazo
brawnsley@lowellma.gov
978-674-1418

Chris Samaras
csamaras@lowellma.gov
978-674-1429

City of Lowell
Department of Planning and Development
50 Arcand Drive
Lowell, MA 01852