



MEMORANDUM

October 18, 2021

To: Town of Amherst Department Heads / Organizations

From: Community Development

Subject: **REQUESTS FOR FUNDING** -2021 Community Development Block Grant (CDBG) funds

The Town is preparing to assemble its draft budget for Community Development Block Grant (CDBG) funds for 2022. The enclosed material is intended to assist you in preparing requests for CDBG funds.

Proposals for funding should be sent to the Community Development division of the Town's Planning Department no later than Friday, November 19, 2021 for eligibility screening and preparation of a recommended budget for the Town Board's review and approval. **Funding requests must be for projects and activities to be completed within the 2022 Program Year which begins on April 1, 2022.**

Enclosures:

- Request for Funds Form. Please fill out this form in preparing your project proposal.
- Map showing neighborhoods eligible for neighborhood benefit activities. Please bear in mind that any projects must serve residents of the shaded target areas *exclusively*. It is not sufficient that the project be situated in such an area if it does not serve these residents. A more detailed view of this map may be found on the Town's **Intranet**. Town departments may access this site by opening Internet Explorer and type "intranet" in the address bar. Click on the Community Development Block Grant map and use the "zoom" tool to view streets within the target areas. Community Organizations may contact Community Development staff at 631-7082 for assistance.

Questions regarding the submission of proposals for funding should be referred to Community Development staff in the Planning Department at 631-7082 or communitydevelopment@amherst.ny.us.

TOWN OF AMHERST CONSOLIDATED PLAN

SUMMARY

In 2020 the Town prepared a five year Consolidated Plan to lay out a strategy for addressing housing and community development needs for 2020 through 2024. The five year strategy will address three priority levels for funding activities with Community Development Block Grant (CDBG) and HOME funds.

All activities funded through CDBG and HOME must address at least one of the following priorities:

Priority #1:

- Maintain an adequate supply of standard owner and rental housing for low and very low income residents.
- Prevent or ameliorate neighborhood deterioration in areas where low income households and substandard conditions are concentrated.

Priority #2:

- Provide an adequate supply of standard affordable existing and new rental housing and supportive elderly housing for low and very low income residents.
- Provide affordable home ownership opportunities to low income households.

Priority #3:

- Provide for emergency shelter and service needs of the homeless.
- Address the housing and service needs of the at-risk population and others with special needs.
- Address Historic Preservation needs of the community.

Please remember in submitting any requests for funds that CDBG funds cannot be used to replace approved or committed Town funding for any project.

Funding requests must be for projects and activities to be completed within the 2022 Program Year (begins April 1, 2022).

Town of Amherst
Community Development Block Grant (CDBG)
Request for Funds for Program Year 2022

Department:

Contact Person:

Funding requests must be for projects and activities to be completed within the 2019 Program Year.
Proposed Project:

Project Location: (Please be specific & use cross streets or exact address)

Estimated Budget: **CDBG funds:**
 Other (specify):

Period of anticipated expenditure:

Units of Product:

(e.g., for public services, number of people served; for public works, linear feet of street, sewers, sidewalks, number of street lights)

Outcomes (Outcomes are benefits that result from a program). Outcomes typically relate to a change in conditions, status, attitudes, skills, knowledge, or behavior. Common outcomes could include improved quality of life for program participants, improved quality of local housing stock, or revitalization of a neighborhood.

Proposed project must benefit one of the following (please indicate):

- Residents of eligible neighborhood (per map provided by the Community Development Division of the Planning Department)
- Special population
 - Senior Citizens
 - Disabled Adults
 - Victims of Domestic Abuse
 - Other
- Income-qualified households on an individual basis
- Eliminates a blighting condition
- Addresses historic preservation

POTENTIAL NEEDS CATEGORIES

The categories below are provided as a general reference on potential eligible activities. Community Development staff will review each proposal and contact applicants for additional information as necessary. The CDBG-COVID Funding is extremely limited. HUD and the Amherst Town Board (with public input) must approve the final budget/plan for the Town's allocation.

Public Facilities

- Senior Centers
- Youth Centers
- Neighborhood Facilities
- Child Care Centers
- Parks and/or Recreation Facilities
- Health Facilities
- Parking Facilities
- Other Public Facilities

Public Services

- Senior Services
- Handicapped Services
- Youth Services
- Transportation Services
- Substance Abuse Services
- Crime Awareness
- Fair Housing Counseling
- Health services
- Other Public Service Needs
- Child Care Services
- Tenant/Landlord Counseling

Public Infrastructure Improvements

- Sewer work/replacement
- Historic Preservation

Accessibility Improvements

- ADA curb cuts

Economic Development

- Commercial-Industrial Needs
- Commercial-Industrial Infrastructure
- Micro-Business
- Other Business
- Technical Assistance
- Other Economic Development Needs

Other Community Development Needs

- Energy Efficiency Improvements
- Lead Based Paint / Hazards
- Code Enforcement