



DEPARTMENT OF
Housing, Economic Development & Commerce
Division of Community Development
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Jerramiah T. Healy, Mayor
CITY OF JERSEY

September 14, 2012

2013 HUD ENTITLEMENT GRANT APPLICATIONS

Dear Applicant:

This correspondence accompanies application kits for program year 2013 Department of Housing and Urban Development (HUD) Entitlement Grant funding. The following grants are part of this application kit: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME); Emergency Solutions Grant (ESG) and Housing Opportunities for Persons With AIDS (HOPWA). It is important that you follow the instructions provided in the application package, as well as the following requirements:

1. Your application must be 100% complete.
2. You must submit an original and one (1) copy (unless otherwise noted in the application) of each application on or before October 25, 2012. Applications received after this date will **not** be considered for funding.
3. You must submit one copy of your agency's most recent audited financial statements with your application. Should your audit contain questioned costs or material weakness findings, it may disqualify your agency from receiving federal funds. Because fiscal responsibility is so important, any application without an audit **will not be accepted**. If your organization is newly incorporated, the required audit / financial statement may be waived.
4. You must submit all of the items listed on the "Grant Application Checklist". (CDBG, HOPWA, and ESG)
5. You must detail how clients will benefit from your project. This is essential to comply with HUD's performance measurement requirements. Performance measurement is a process of identifying outcomes and measuring whether outcomes were achieved. Specifically, it tells the story about how your project will change existing conditions. This information is to be included in the objectives / outcomes section of your application. (CDBG, HOPWA and ESG)
6. You must identify how the proposed project is addressing priorities identified in the City's Five Year Consolidated Plan.

Projects that address the following priorities identified in the Consolidated Plan and Annual Action Plan will receive priority.

I. SOCIAL SERVICES will be prioritized in the following order:

Creation of employment opportunities tied to existing jobs.*

Youth (up to age 18):

After School Academic Enrichment; Counseling (Conflict Resolution and Substance Abuse); Guidance or Mentoring; Structured Recreation, Educational Workshops and the Arts (Cultural Enrichment).

*All employment training requests must contain proof of partnerships/collaborations with other organizations for the purpose of creating jobs. Also, employment training requests must contain documentation of job placement success.

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Immigrants: Information and Referral and Translation Services.

Senior Citizens: General Social Services; Health Services and Basic Needs (Housing, Health Care and Food).

Disabled Persons: Basic Needs (Housing, Health Care, and Food), Educational Training and Skills Development.

Formerly Incarcerated Persons: Employment Training geared for available jobs; Counseling (Mental Health Care, Substance Abuse); Basic Needs (Housing, Health Care and Food), Parenting Skills and Legal Services. Agencies that have documented success in placing clients will be viewed more favorably. Also, priority will be given to organizations providing services to Young Adults (ages 18 – 24).

Adults (Working Poor/ Low Income): Basic Needs (Housing, Health Care and Food); Skills Training /Literacy; Counseling (substance abuse and conflict resolution) and Child Care Services.

Homeless / Special Needs Population: Services tied to new supportive housing units for homeless and special needs populations.

II. PUBLIC FACILITY/ CAPITAL IMPROVEMENTS will be prioritized as follows:

1. Street and Sidewalk Improvements
2. Existing Parks and Recreational Facility Improvements
3. Creation of Parking Facilities
4. Street Light Improvements
5. Water and Sewer Improvements
6. Creation of New Community Center(s)*
7. Creation of New Parks and Recreational Facilities

Priority will be given to rehabilitation of existing facilities (ex., YMCA) as opposed to creating new community centers.

*An operating plan documenting the strategy for financial sustainability of the center / facility must be submitted along with your CDBG Capital Improvements / Public Facility application.

Based on the following criteria:

- Low / Moderate income areas
- Redevelopment areas
- Urban Enterprise Zones

III. HOUSING will be prioritized as follows:

A. **Rental Housing:**

- New construction of rental housing in areas most affected by foreclosures
- Substantial rehabilitation of rental housing in areas most affected by foreclosures

Targeting the following populations:

- Large families
- Low Wage Earners (Working Poor)
- Senior Citizens
- Disabled Individuals

Note: Applicants wishing to apply for CDBG funds for multi-family housing rehabilitation must contact the Division of Community Development for additional guidance.

B. Homeownership:

- New construction of home ownership units in areas most affected by foreclosures
- Substantial and moderate rehabilitation to preserve existing units in areas most affected by foreclosures

(Green building features and pre-purchase counseling are required components for all affordable housing units).

Projects that have the greatest neighborhood impact will receive priority

Projects that have mixed use elements in commercial corridors in need of continual investment will receive priority.

IV. HOMELESS SERVICES will be prioritized as follows:

- Production of affordable housing units for homeless and disabled persons.
- Services designed to help homeless individuals become self sufficient
- Shelter services for individuals without income or financial subsidies

V. SPECIAL NEEDS PERSONS services will be prioritized as follows:

- Creation of housing units for senior citizens, disabled persons and persons with HIV/AIDS.
- Provision of rental assistance for special needs populations.

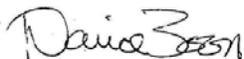
VI. ECONOMIC DEVELOPMENT will be prioritized as follows:

- Services to assist primarily low / moderate income residents to start or expand their own businesses, including incubators and micro-loans.
- Improved employment opportunities for working poor, unemployed and underemployed.
- Neighborhood commercial revitalization.

Projects that **do not** meet these needs will not be considered for funding. A technical assistance session will be held on Thursday, October 4, 2012 at 6:00 P.M. at the Mary McLeod Bethune Life Center, 134-150 Martin Luther King Drive, Jersey City, New Jersey. Also, individual appointments may be made by contacting the Division of Community Development at 201-547-5916. These sessions are being held to assist organizations with the application process. **All applicants are strongly encouraged to attend one session of technical assistance.**

All applications for new social services or public facilities must include documentation of community outreach. Please be advised that all applications and evaluation criteria are available at <http://jerseycitynj.gov/hedc.aspx?id=5332>. Best wishes and we look forward to working with you to build a better Jersey City.

Sincerely,



Darice Toon
Director

DT:sah

Enclosures

cc: Carl Czaplicki, Director - HEDC