



COMMUNITY & ECONOMIC DEVELOPMENT
Housing & Community Development Division

Community Development Block Grant (CDBG) –
Non-Public Services Supplemental Application

October 1, 2023 – September 30, 2024

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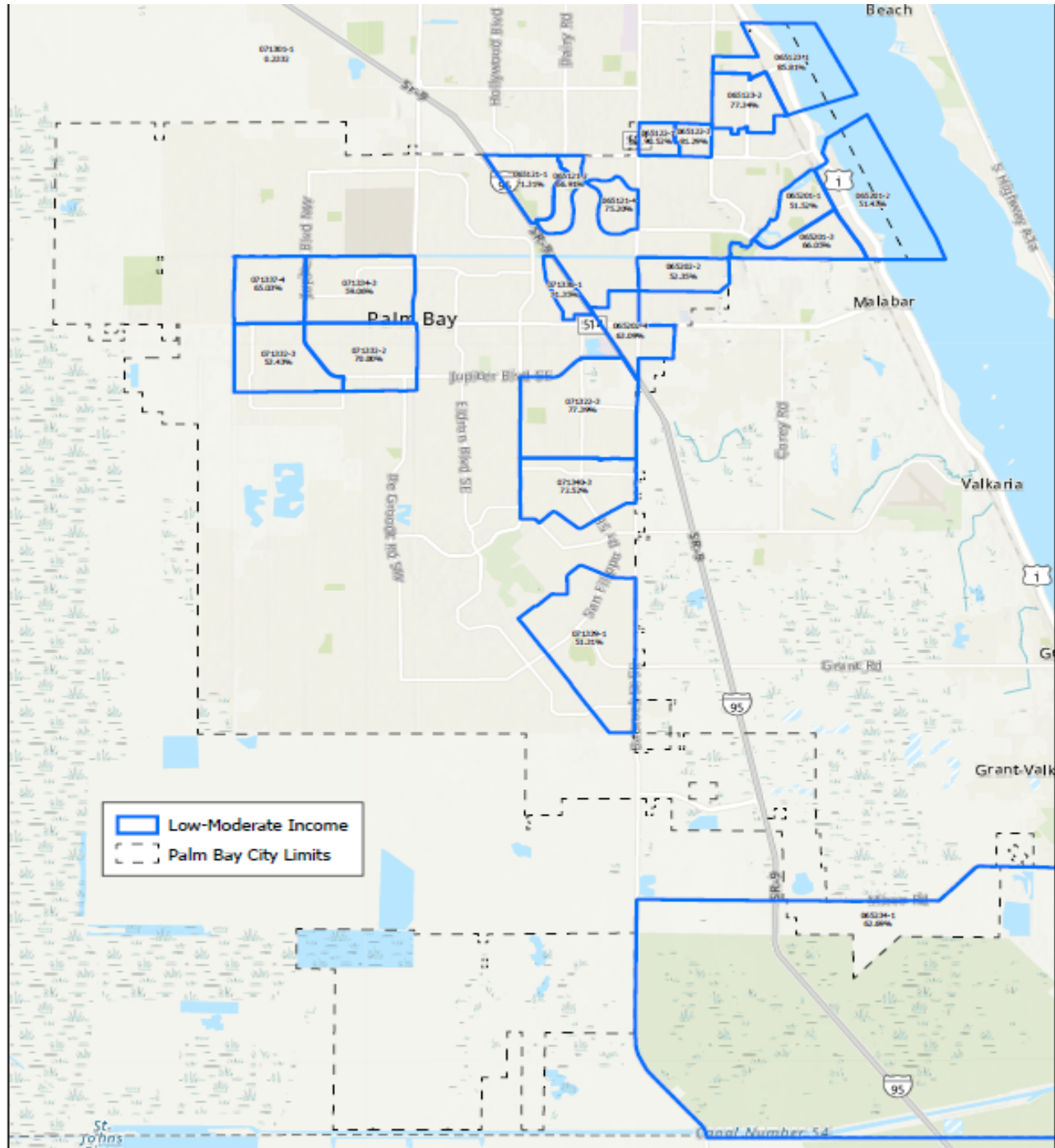
1. FY 2023-2024 CDBG Funding Program Schedule

DATE	ACTIVITY
November 22, 2022	ADVERTISEMENT in Florida Today – Availability of Funding/RFA Publish Date
November 22, 2022	Requests for Applications published and applications available to public
November 28, 2022- December 19, 2022	Technical assistance provided by City staff
January 3, 2023	Application/Proposal Deadline (Due no later than 12:00 PM)
January 3, 2023- January 6, 2023	Staff reviews proposals for program eligibility
January 18, 2023	Evaluation & Selection by Community Development Advisory Board (scheduled & recorded) – <i>All applicants are required to attend this meeting.</i>
January 23, 2023	Notification of recommendations to agencies
January 25, 2023	5 pm Last day for Appeals
January 31, 2023	Advertise Public Hearing #1 ad (15 day advertisement)
February 3, 2023	Council agenda submitted to City Clerk for recommendations on funding
February 16, 2023	6 pm City Council meeting for first Public Hearing; Recommendations to Council, with agencies provided 5 minutes to present their program to City Council
April 3, 2023	Advertisement of FY 2023/2024 Action Plan for required 30 day public comment period and notification of final Public Hearing
May 4, 2023	30 day public comment period ends
May 5, 2023	Council Agenda submitted to City Clerk for final Public Hearing and Council approved of Action Plan with citizen comments.
May 18, 2023	6 pm final Public Hearing for FY 2023/2024 Action Plan City Council meeting
June-July 2023	Deadline for submission of Action Plan to County
August 1, 2023	Deadline for submission of Action Plan to HUD
October 1, 2023	FY 2023/2024 Funds become available.

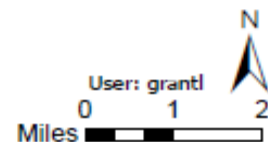
NOTE: Dates are tentative and subject to change.

NOTE: Meetings held at the Palm Bay City Hall, 120 Malabar Rd. SE, Palm Bay, FL 32917. **Dates are tentative and subject to change.** If there are any questions, please contact the Community & Economic Development Department, Siphikelelo Chinyanganya, Housing Administrator at (321) 726-5616, between 8:00am-4:30pm, Monday through Friday.

2. Areas of Service



Low-Moderate Income Blocks in Palm Bay



3. Funding Priorities

The Community Development Advisory Board has voted on the following priorities as their top priorities for this funding cycle and will be scoring these priorities, in no particular order, higher from the 2022-2027 Consolidated Plan Priorities:

- Public Facilities and Improvements (General)
- Homeless Facilities (not operating)
- Abused and Neglected Children
- Youth Centers 570.201(c)
- Economic Development Assistance to For-Profits
- Economic Development: Technical Assistance

4. Development Budget Form

A development budget is required for each construction project.

Please include the cost estimates for each line item applicable to the project (see list below)

(Use additional sheets to provide detailed explanations or additional line items)

ORGANIZATION NAME: _____

ITEM	FUNDING SOURCES (Dollar Amount)	
	1. CDBG (<i>Funds Requested from city</i>)	2. OTHER SOURCES
Land	\$	\$
Demolition	\$	\$
Site Development	\$	\$
Surveys	\$	\$
Soil Test Report	\$	\$
Permits	\$	\$
Utility Connection	\$	\$
Construction Cost	\$	\$
Legal Fees	\$	\$
Impact Fees	\$	\$
Inspection Fees	\$	\$
Insurance	\$	\$
Flood Insurance	\$	\$
Title Insurance	\$	\$
Builders Risk Insurance	\$	\$
Advertising	\$	\$
Closing Costs	\$	\$
Commissions	\$	\$
Construction Loan Interest	\$	\$
Developer's Fee	\$	\$

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Consultant		
A & E	\$	\$
Testing	\$	\$
Legal Advertisement	\$	\$
Reproduction/Postage	\$	\$
Contingency	\$	\$
Other	\$	\$
TOTAL:	\$	\$
TOTAL PROJECT COST (1 + 2):	\$	

5. Construction Costs to Consider

(All items not applicable to all projects)

A & E FEES (Architectural/Engineering)

Basic Service
Drafting Service
Design/Supervision

ALARM SYSTEM

Monitoring

ASBESTOS

Survey
Monitoring
Plans and Specifications
Abatement

CONSULTANT FEES

Roofing Consultant
Electric Consultants
Estimating Service
Drafting Service
Geo-technical
Subsurface investigations
Percolation

DAVIS-BACON ACT COMPLIANCE

FLOOR COVERING

Athletic flooring
Carpet
Vinyl, etc.

IMPACT FEES

Water
Sewer
Solid Waste
Transportation
Other

LEGAL SERVICE

In house attorney fees
Outside attorney fees
Doc stamps

LEGAL SERVICE,
continued
Condemnation fees

MISCELLANEOUS EQUIPMENT

Kitchen equipment
Hoods/fire suppression
Back boards
Electric score board
Park equipment
Benches (outside)
Tables (outside)
Signs
Trash receptacles
Restroom equipment
Sound proofing
Mail box
Laundry equipment
Paging systems
Recording systems
Computer A/C
UPS systems
Fire extinguishers
Need for structural
reinforcing (if required)
Gutters and downspouts
Solar equipment
Folding walls
Handicap lift
Walk-in coolers
PA system
Radiation protection

PERMITS

Building
Electric
Plumbing
Air Conditioning
Roofing
Drywall
DEP
Army Corp. of Engineers

PERMITS, continued
Site Plan

REPRODUCTION/POSTAGE

Reproduction cost (plans &
bid packages)
Postage Costs/mailing
Contract Documents

SECURITY

Fencing
Guards
Lights
Signs
Bullet proofing
Metal detectors
Vaults/safes
Locks

SITE ACQUISITION/ZONING

Acquiring Right-of-Way
Title Insurance
Real Estate Fees
Zoning application fee
Board of Adjustment
Consultant Fee
Postage Fee
Advertisement Fee

SITE WORK

Sprinkler System
Demolition
Fill
Roads - Permanent and
Access
Stabilization
Compaction
Tree Removal
Pilings
De-watering
Hydrants
Curbs
Pipe (storm or sewer)

Recording fees

SITE WORK, continued

Dump Fees

Hazardous Material removal

Clearing

Structure moving

Wells

Swales

Landscape

Sod

Top Soil

Erosion control

Soil Treatment

Dredging

Docks

Paving

Bridges

Pavement marking

Bike racks

Traffic control

SURVEYS

Aerial

Topo

Photo

Utilities

R/W and easements

Plot plans

Tree

Ground control

Drainage

Floor Plan

Access

Boundary Survey

Encroachments

Soil Boring Locations

TEMPORARY PERSONNEL

RELOCATION

Rental Fees

Moving Cost

Utilities transfer

Phone lines

SJRWMD

TESTING

Soil Boring

Percolation Test

Concrete Test

Welding Test

Asphalt

Compaction/Density

Inspection Service-

Threshold

Bolt/Anchor

**UTILITIES - PERMANENT
& TEMPORARY**

Temporary Lines and

Meters

Transformers

Sewer

Phone/Computer

Water

Fire Service

Building Removal

6. National Performance Measurement Form

PUBLIC FACILITIES AND IMPROVEMENTS

Outcome➔	AVAILABILITY /ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
Objective↓			
Suitable Living Environment	Public facilities and improvements activities that ensure access to a suitable living environment. <i>Example: Retrofitting curbs to provide handicap accessibility ramps.</i>	Public facilities and improvements activities funded to support housing opportunities. <i>Example: Subsidizing a water treatment plant.</i>	Public facilities and improvements activities that sustain a suitable living environment. <i>Example: Constructing a community park, neighborhood police station or library, making infrastructure improvements to local streets and sidewalks.</i>
Decent Housing	Public facilities and improvements activities that make decent housing available to low- and moderate-income persons. <i>Examples: Transitional housing for the homeless; group homes/shelters for special needs populations, nursing homes for elderly persons.</i>	Public facilities and improvements activities funded to make housing affordable. <i>Examples: Subsidizing public improvements for a low- and moderate-income housing development.</i>	Public facilities and improvements activities that sustains housing for low- and moderate-income households. <i>Example: Site improvements on publicly-owned land to serve apartment units rented to low- and moderate-income households at affordable rents.</i>

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National Performance Measurement Form Cont.

ECONOMIC DEVELOPMENT

Outcome➔	AVAILABILITY /ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
Objective↓			
Suitable Living Environment	Economic development activities that improve/increase the availability/accessibility of goods and/or services by providing a suitable living environment <i>Example:</i> CDBG assistance to a grocery store that serves a LMI area		Economic development activities that focus on improving the sustainability of the community or other defined geographic area by providing a suitable living environment <i>Example:</i> Commercial revitalization of a blighted business district in a low-income neighborhood
Decent Housing			
Creating Economic Opportunities	Economic development activities that focus primarily on improving the availability/accessibility of jobs for residents <i>Example:</i> Installing infrastructure for a business located in a new industrial park that will create new jobs for LMI persons	Economic development activities that focus primarily on making capital affordable for businesses that improve the economic health of the community <i>Example:</i> Grant or low-interest loan assistance to microenterprises or small businesses that would otherwise not be able to afford the capital to start-up or expand their operations	Economic development activities that focus primarily on sustaining a specific business(es) or geographic area(s) <i>Example:</i> A commercial façade improvement program in a specific geographic area within the community

The Community Development Advisory Board has voted on the following priorities as their top priorities for this funding cycle and will be scoring these priorities, in no particular order, higher from the 2022-2027 Consolidated Plan Priorities:

7. Environmental Issues

1. ☐ N/A ☐ YES ☐ NO Will the project be located in or adjacent to a floodplain/wetland area?
2. ☐ N/A ☐ YES ☐ NO Will the project be located in or adjacent to an area with known hazardous facilities or toxic contamination?
3. ☐ N/A ☐ YES ☐ NO Will there be any toxic or hazardous waste, or asbestos associated with this project or employers benefiting from this project?
4. ☐ N/A ☐ YES ☐ NO Will the project impact any archeological sites, buildings, or structures 50 years or older, or any properties listed on, or eligible for the National Register of Historic Places?
5. ☐ N/A ☐ YES ☐ NO Will this project result in any other adverse environmental impacts which would affect endangered or threatened species, scenic rivers, or other sensitive ecological habitats?
6. ☐ N/A ☐ YES ☐ NO Have you completed a Phase I Environmental Study on the project site? If so, please submit a copy of the Phase I Environmental Study with the proposal.

Please provide any explanations.

1. CONSTRUCTION PROJECT INFORMATION

1. Is adequate budget available now to implement the project? ☐ YES ☐ NO
 2. Are architectural or engineering plans already completed to start this project? ☐ YES ☐ NO
If no, please explain the status of the architectural or engineering plans. If yes, please include plans in proposal.
 3. Are cost estimates available on this project? ☐ YES ☐ NO
**If yes, please include estimates in the proposal (See next page).
If no, please indicate why or provide a date when the cost estimates will be completed.* _____

 4. Have you obtained bids or quotes for this project? ☐ YES ☐ NO
If no, please explain when you plan to get them. _____

- Please submit your bids or quotes with your project.***
5. Will the project require:
Right-of-Way Acquisition? ☐ YES ☐ NO

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Easements?

☐ YES ☐ NO

Land Acquisition?

☐ YES ☐ NO

6. Who will maintain the project after its completion?

Name: _____

Phone: _____

7. Has the property been appraised?

☐ YES ☐ NO

If yes, please submit a copy of the appraisal.

8. Do you own the property or have an option to purchase it?

☐ YES ☐ NO

Please explain. _____

If you own the property, please submit a copy of the deed.

9. Is this an existing project?

☐ YES ☐ NO

10. Has your agency previously received funding under any program from the city?

☐ YES ☐ NO

11. If yes, did your agency successfully manage all levels of required compliance?

☐ YES ☐ NO

12. Has your agency ever been delinquent when submitting required reports, etc.?

☐ YES ☐ NO

13. Is your agency current on all required compliance on all open city projects

☐ YES ☐ NO

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