

**Federal Community Development Block Grant Program Application  
Year 48 CDBG Funding 2021 – 2022**

**APPLICANT INFORMATION**

Department:

Address (if not 718 Main):

Contact Name:

Contact Email:

Contact Phone:

Name of Proposed Project:

Brief Description of Proposed Project:

Total CDBG Year 48 Funding Request: \$

Is this project currently funded by CDBG? (*Drop-down: Yes/No*)

If yes, what is the grant amount? \$

If you have prior year CDBG Grant funds (Year 46 or earlier) that are unspent, please provide a plan for spending down the balance of funding:

Proposed National Objective (*Drop-down*)

- Low/Moderate Income Area Benefit
- Low-Moderate Income Limited Clientele
- Urgent Need (this is rarely used)
- Prevention/Elimination of Slums/Blight (this is rarely used)
- Low/Moderate Housing Benefit

Which best describes the Activity (*Drop-down*)

- Public Facility Improvement
- Housing Rehabilitation
- Economic Development
- Small Business Assistance
- Planning/Administration
- Youth Services
- Homelessness Services
- Mental Health Services
- Legal Services
- Elder Services
- Other (please describe)

## PROJECT INFORMATION

1. Describe the community development or housing needs (as outlined in the City's Five Year Consolidated Plan, available on the City of Fitchburg website) to be addressed by the proposed project:
2. Describe the goal of the proposed project (The proposed solution to the problem/need identified above):
3. If you are a municipal entity, please describe how your activity fits within City planning documents (e.g. 5 Year Consolidated Plan, Economic Development Strategic Plan, Urban Renewal, etc.)
4. Describe the proposed project activities to be undertaken to achieve the goal (Activities include strategies, techniques or types of treatment utilized in the delivery of program services):
5. Who will be served by the proposed project? (Include specific groups or individuals as well as the geographic area primarily benefiting from the activity)
6. How many estimated beneficiaries will be served in Year 48 with CDBG funds?  
Is this an unduplicated count? (*Unduplicated means that each client is counted only once, even if services are ongoing on services are provided to the client more than once.*)  
(Drop-down: Yes/No)
7. Indicate the type of group to be served (*drop-down*):
  - Individuals
  - Families
  - Business
  - Households
  - Housing Units
8. Explain how project performance will be measured:
9. Number and type of service units to be delivered (e.g. number of meals provided, number of people offered overnight shelter, hours of translation services, number and dollar amounts of loans, etc.):
10. Describe the outcome or impact the activity will have on the population to be served (How will the proposed CDBG program improve the quality of life for recipients?):
11. Identify the inputs (e.g. staffing, equipment, supplies and other resources) that will be needed for the proposed CDBG activity. Attach job descriptions of the staff to be paid under the Community Development Block Grant Program:
12. If applicable, is the activity site universally (handicap) accessible? (*Drop-down: Yes/No*)
13. If it is not, are there plans to make the site accessible (describe)?

- ~~14. Describe your agency's compliance with Title VI of the Civil Rights Act. What types of language assistance services, if any, are provided by your agency to Limited English Proficient (LEP) persons?~~
15. Will your project be ready to proceed in the 2022-2023 Program Year, which begins July 1, 2022? (*Drop-down: Yes/No*)
16. Is this project already underway or ongoing? If so, please describe.
- ~~17. Please briefly describe your agency's background and explain why your agency is well positioned to provide this proposed activity/service.~~

**BUDGET INFORMATION**

All applicants must submit a project budget.

The current project budget (Year 47, 2021 - 2022) for your agency:

CDBG Project Funding:

Other Project Funding:

Total Project Funding:

Identify efforts to obtain alternative sources of funding for the current fiscal year, but were denied.

The proposed project budget (Year 48, 2022- 2023) for your agency:

CDBG Project Funding:

Other Project Funding:

Total Project Funding:

Matching Funds for Proposed Project:

Source/Amount/Secured (*Checkbox*)/Can project proceed without this source (*Drop-down Yes/No*)/  
Use of Funds

Source/Amount/Secured (*Checkbox*)/Can project proceed without this source (*Drop-down Yes/No*)/  
Use of Funds

Source/Amount/Secured (*Checkbox*)/Can project proceed without this source (*Drop-down Yes/No*)/  
Use of Funds

Source/Amount/Secured (*Checkbox*)/Can project proceed without this source (*Drop-down Yes/No*)/  
Use of Funds

**Itemized Budget**

Please list each budget line item to be paid with CDBG funds

Expense/Amount

Expense/Amount

Expense/Amount

Expense/Amount

Expense/Amount

Expense/Amount

**PROJECT TIMELINE – Construction Projects Only**

Please note project milestones (e.g. Launch, End of Phase I, etc.)

Milestone/Date (approx.)

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Milestone/Date (approx.)

Milestone/Date (approx.)

Milestone/Date (approx.)

Milestone/Date (approx.)

If available, please attach a scope of work and project schedule in the attachments section.

Applicant Signature (*checkbox*)