

CDBG-R SUBMISSION TEMPLATE **& CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>)
- (4) Signed and Dated [SF-424](#).

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): <u>Stamford, CT</u>	CDBG-R Contact Person: Timothy R. Beeble, Community Development Director
Jurisdiction Web Address: <ul style="list-style-type: none">• <i>(URL where CDBG-R Substantial Amendment materials are posted)</i>	Address: 888 Washington Blvd. Stamford, CT 06904 Telephone: 203-977-4864 Fax: 203-977-4775 Email: tbeeble@ci.stamford.ct.us

ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

Response - Distribution And Uses, Title XII of Divisions A and Section 1602

The American Recovery and Reinvestment Act of 2009 requires that priority be given to projects that can award contracts based on bids within 120 days from the date funds are made available to the City. The City of Stamford has selected seven projects for CDBG-R funding that are consistent with this directive. All projects can be bid within 120 days of funds being made available. Note, City regulations prohibit bidding projects to be paid for from grant funds until grant award documents have been signed by the grantor agency and the City. At that time, funds are entered onto the local accounting system, and bidding can occur.

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)

B-1 Boys and Girls Club of Stamford, Counselor in Training (CIT) Program

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Boys and Girls Club of Stamford, Counselor in Training (CIT) Program

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

• **Preserving and creating jobs and promoting economic recovery;**

Teens are taught job and life skills that impact their daily lives and assist them with decision making for their futures. The Boys and Girls Club CIT Program includes Junior Staff Career Development and CareerLaunch which guide youth toward careers by nurturing leadership skills and providing practical experiences. MoneyMatters teaches financial responsibility and promotes independence by honing skills such as managing a checking account, budgeting, saving and investing. NFTE (National Foundation for Teaching Entrepreneurship) approved programs provide teens with hands-on, interactive learning that will help them develop individual skills and talents through the exploration of new opportunities, thus building a vision for the future. Providing for the development of job and life skills is the main focus of the CIT program. These skills will increase participants ability to participate in local economic/job opportunities as part of economic recovery.

• **Assisting those most impacted by the recession;**

This program provides opportunities to children of those marginally employed. CIT trainees receiving "C" averages or better at school can contribute to their upkeep via a stipend, and help their family remain intact even when parents are facing decreased income/unemployment. In this way, the CIT program empowers children to control their living situation, and then to achieve.

• **Providing investment needed to increase economic efficiency;**

The Coordinator position assures best use of existing training resources from the community, thus achieving efficiency of resource utilization: trainees are scheduled for participation in the Education Through Adventure challenge course offered by the City Youth Services Bureau, as well as Junior Staff Career Development, Career Launch, and Money Matters courses.

Without these funds, fewer children would be served, as summer session or a portion of the after school program could not be delivered.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;**

N/A

- **Minimizing or avoiding reductions in essential services; or**

This activity will fund approximately one-half of the CIT Coordinator, which will make it feasible for the training program to reach a target population of 75 at risk youth. The youth involved will be scheduled for youth development curriculum and special courses, including NFTE (National Foundation for Teaching Entrepreneurship), which provides them with pre-employment skills and the ability to develop goals and strategies to reach them as part of a business plan. These skills will increase their ability to participate in local economic/job opportunities as part of economic recovery.

- **Fostering energy independence.**

N/A

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

The CIT Coordinator job is funded ½ time by these funds. Other donated funds are not in place, so the Coordinator will be retained full time for a part of the year with ARRA funds.

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.) N/A

- (5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

Boys and Girls' Club of Stamford, Inc.

347 Stillwater Avenue

Stamford, CT 06902

(203) 324-0594

Administrative Contact: Sonya Van Norden

B-2 Urban League of Southwestern CT, Workplace Preparedness

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Urban League of Southwestern CT, Workplace Preparedness

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- **Preserving and creating jobs and promoting economic recovery;**

The current economic crisis has resulted in a more competitive labor market, with fewer employment opportunities. Potential job candidates must have more than just adequate skills to compete for available jobs, especially for entry level positions. Workplace Preparedness targets those with limited work history, poor resources and support for development of their job search and work skills. This program addresses the need for a real economic recovery, one that will “float all boats” offering opportunity to all, even those poorly trained and outside of the standard labor market.

- **Assisting those most impacted by the recession;**

The Urban League Workplace training program prepares low to moderate income individuals for the demands of Connecticut's complex labor market. Workplace Preparedness Training targets those with limited work history, poor resources and support to develop their job search and training process. The program will enroll 16 participants with a retention and graduation rate of 12 low to moderate income participants.

- **Providing investment needed to increase economic efficiency;**

The Workplace Program assures best use of existing training resources from the community, thus achieving efficiency of resource utilization: trainees will complete community-service or service-learning experience and progressive work-based learning activities leading to the successful completion of the job search process.

Without these funds, fewer trainees would be served as the program could not be delivered.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;**

N/A

- **Minimizing or avoiding reductions in essential services; or**

This activity will fund a Computer Instructor, Job Skills Instructor and a Professional Development Instructor, which will make it feasible for the training program to reach a target population of 16 low to moderate income participants. The individuals involved will participate in a variety of programs increasing their skill level resulting in an increased ability to participate in local economic/job opportunities as part of economic recovery.

- **Fostering energy independence.**

N/A

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

3 part-time instructors are funded with ARRA funds.

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

N/A

- (5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

The Urban League of Southern Connecticut, Inc.

46 Atlantic Street

Stamford, CT 06901

(203) 327-5810

Administrative Contact: Virginia Spell

B-3 Yerwood Center, Inc., IXCEL Assisting Leadership Through Action

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Yerwood Center, Inc., IXCEL Assisting Leadership Through Action

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee’s CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee’s narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- **Preserving and creating jobs and promoting economic recovery;**

The IXCEL Assisting Leadership through Action will help individuals ages 14-18 who reside in Stamford’s diverse immigrant community with career and college preparation. Participants will create a portfolio including a resume and cover letter. Providing for the development of job and life skills is the focus of the IXCEL program. These skills will increase individuals ability to participate in local economic/job opportunities as part of economic recovery. Each participant will obtain a part-time job or internship for no less than three months.

- **Assisting those most impacted by the recession;**

The Yerwood Center program targets recent immigrants and their children. These individuals are frequently marginally employed. The parents of children enrolled in the program will be able to attend financial literacy workshops, enroll, and complete Adult Basic Education, ESL and GED classes. The IXCEL program empowers the entire family.

- **Providing investment needed to increase economic efficiency;**

Successful completion of the program helps immigrant families attain the skills required to participate in the economic life of the community. The IXCEL program provides critical outreach enabling growth and development which reduces the need to access other community services in the future. Without these funds few individuals would be served. The Yerwood Center, located on Stamford’s West Side, is the only organization offering this type of programming in this area.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;**

N/A

- **Minimizing or avoiding reductions in essential services; or**

This activity will fund approximately one-half of the IXCEL Coordinator’s time, which will make it feasible for the training program to reach a target population of

100 at risk youth. The youth involved will be scheduled for classes designed to increase their financial, cultural and health literacy, and English skills.

- **Fostering energy independence.**

N/A

(3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).
The IXCEL Coordinator job is funded ½ time by these funds. Other donated funds are not in place, so the Coordinator will be retained full time for a part of the year with ARRA funds.

(4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

N/A

(5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

Yerwood Center, Inc.
90 Fairfield Avenue
Stamford, CT 06902
(203) 327-2790

Administrative Contact: Eugene Campbell

B-4 Shelter for the Homeless, Inc., Job Readiness Program for the Homeless

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Shelter for the Homeless, Inc., Job Readiness Program for the Homeless

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

- **Preserving and creating jobs and promoting economic recovery**

The Job Readiness Program (JRP) helps participants prepare to enter/re-enter the workforce, get and keep a living wage. The JRP program components include ESL, GED, and basic life-skills classes. The JRP offers training in life and vocational skills, resume writing, interview and job searches. Referrals to formal career and training program such as those held at CTE, Urban League and the Bureau of Rehabilitation Services (BRS) are made for clients seeking more in-depth training. The JRP works with clients to identify employers, prepare them for the interview, ensure the clients has proper attire for the interview and teaches the participant how to follow-up after the interview.

- **Assisting those most impacted by the recession;**

All participants in the Shelter's programs are low income and homeless or at risk of becoming homeless, a population which due to the recession, has increased. The Shelter is uniquely positioned to provide services to the homeless population. The JRP staff has the advantage of working on-site with clients to determine how to best approach individual obstacles to obtaining employment.

- **Providing investment needed to increase economic efficiency;**

The JRP assures best use of existing training resources from the community, thus achieving efficiency of resource use: participants from the program are often ill prepared to participate in other job training programs offered by other non-profits. The unique circumstances of the JRP clients require the services of the program offered at the Shelter. Trainees who complete this program avail themselves of other services offered by the Shelter. Without these funds fewer clients would be served.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits;**

N/A

- **Minimizing or avoiding reductions in essential services; or**

The Shelter struggles due to increasing demand to provide basic services such as access to nutritious food, clothing and shelter. A program like the JRP, while essential to the mission of the Shelter, could be deemed secondary. ARRA funding is essential to maintaining the JRP while allowing the Shelter to meet the increasing cost of providing basic services to its clientele.

- **Fostering energy independence.**

N/A

- (3) **Jobs Created:** (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

The Career Development Coordinator job is funded 60% of the time by these funds. 10% of the other required funds are in place while the remaining 30% of the funds are not in place, so the Coordinator will be retained for a part of the year with ARRA funds.

- (4) **Additional Activity Information:** (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

N/A

- (5) **Responsible Organization:** (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

Shelter for The Homeless, Inc.

597 Pacific Street

Stamford, CT 06902

(203) 406-0017

Administrative Contact: Jerome H. Roberts

B-5 St. Luke's Community Services, Franklin Commons Window Replacement Phase II

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

St. Luke's Community Services, Franklin Commons Window Replacement Phase II

- (2) Activity Narrative:

- **Preserving and creating jobs and promoting economic recovery**

The construction work envisioned will result in continued construction work, vital to the survival of the firm involved, and beneficial to the supplier of materials for the work.

- **Assisting those most impacted by the recession**

The construction work involved will promote economic recovery as it will preserve a facility for homeless families, often finding themselves needing St. Luke's as a result of job loss. This facility provides services to families to reestablish stability, training family members to take advantage of the evolving job market. In addition, construction jobs will be created that are necessary to preserve the small businesses involved. Work will be accomplished through a change order, extending an existing contract that was competitively bid as per Department of Housing and Urban Development specifications. Until these funds became available, the additional work with CDBG-R funds would have been indefinitely postponed. The contractor is a Stamford small businessman; the supplier of the windows is a Connecticut company.

- **Providing investment needed to increase economic efficiency**

Funds will upgrade windows resulting in energy savings to the non-profit operator, St. Luke's.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits**

Over the long term, energy savings will be realized, and building integrity assured, resulting in less future need for renovation/replacement financing.

- **Minimizing or avoiding reductions in essential services**

The greater energy costs experienced by the operating non-profit, the fewer direct client services that can be delivered. Lowering energy costs will stabilize services.

- **Fostering energy independence.** N/A

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

Two full time construction jobs for approximately 8 weeks.

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

Windows are American made *Harvey Slimline*, Energy Star rated, low E with argon and 7/8 inch glazing.

(5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

St. Luke's Community Services, Inc.

141 Franklin Street

Stamford, CT 06902

Phone: (203) 388-0110

Staff contact: Bob Rimmer

B-6 Rehab Pilgrim Towers Elderly Apts., Pilgrim Towers, Inc.

(1) Activity Name: Window Replacement and Site Drainage

(2) Activity Narrative:

- **Preserving and creating jobs and promoting economic recovery**

The work will create 6 full time jobs for a duration of 8 weeks.

- **Assisting those most impacted by the recession**

Work will include replacement of windows in an 80 unit elderly housing complex. Pilgrim Towers still has the original (1968) single pane windows. These often leak and permit air infiltration that impacts heat cost and heat distribution. Also, site drainage system, now largely collapsed, will be replaced in order to limit site flooding that has impacted elderly residents, sometimes requiring their evacuation. The work will benefit elderly with limited incomes by preserving their living space without resulting in fees that the residents cannot afford. In addition, much needed construction jobs will be created.

- **Providing investment needed to increase economic efficiency**

Window replacement will result in more efficient heating of the structure. The replacement of the site drainage system will result in more effective protection of the entire building from water damage, reduce the need for repairs and upkeep, and insure the continued existence of this affordable housing stock of many years into the future. Preserving quality affordable housing most efficiently maximizes the community's return on investment in this housing stock.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits**

Over the long term, energy savings will be realized, and building integrity assured, resulting in less future need for renovation/replacement financing.

- **Minimizing or avoiding reductions in essential services**

Preserving Pilgrim Towers will assure that these 74 affordable housing units will not be lost. Currently, heating costs are intolerably high, and uneven heating endangers elderly resident's health. Because of the failure of the drainage system, heavy rains have resulted in elderly residents having to walk through flooded or water frozen areas.

- **Fostering energy independence**

The windows will be energy star rated. Their installation and resulting "balance" of the building's heating system will result in energy savings.

(3) Jobs Created:

Six full time construction jobs for 8 weeks.

(4) Additional Activity Information:

N/A

(5) Responsible Organization:

Pilgrim Towers, Inc.
25 Washington Court

Stamford, CT 06902
Phone: (203) 329-0222

Program Administration Staff: Jack Penfield

B-7 Cross Road Residences, Rehab of 24 units elderly housing

(1) Activity Name: Stamford Cross Road Residences Exterior Rehab and Upgrade

(2) Activity Narrative:

- **Preserving and creating jobs and promoting economic recovery**

The work will create 6 full time jobs for a duration of 12 weeks.

- **Assisting those most impacted by the recession**

Work will include a replacement roof, and extension of the roof and eaves to prevent water infiltration. The work will benefit elderly with limited incomes by preserving their living space without resulting in fees that the residents cannot afford. In addition, much needed construction jobs will be created.

- **Providing investment needed to increase economic efficiency**

Reconstruction of the sloping roof will provide effective deflection of run-off away from the building walls and foundation. Pairing the redesign of the roof line with replacement of the shingles will result in more effective protection of the entire building from water damage, reduce the need for repairs and upkeep, and insure the continued existence of this affordable housing stock of many years into the future. Preserving quality affordable housing most efficiently maximizes the community's return on investment in this housing stock.

- **Investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits**

N/A

- **Minimizing or avoiding reductions in essential services**

Preserving Crossroads will assure that these 24 affordable housing units will not be lost.

- **Fostering energy independence**

The repairs are not directed to energy improvements.

(3) Jobs Created:

Six full time construction jobs for 12 weeks.

(4) Additional Activity Information:

N/A

(5) Responsible Organization:

Stamford Cross Road Residences, Inc.

6 Cross Road

Stamford, CT 06905

Phone: (203) 348-5377

Program Administration Staff: Carol Dyer

C. PUBLIC COMMENT

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

Note: A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

Response:

B. CDBG-R INFORMATION BY ACTIVITY

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,
Yes No Verification found on page(s) _____
- projected number of jobs created for each activity,
Yes No Verification found on page(s) _____
- whether an activity will promote energy efficiency and conservation,
Yes No Verification found on page(s) _____
- the name, location, and contact information for the entity that will carry out the activity,
Yes No Verification found on page(s) _____
- evidence that no more than 10% of the grant amount will be spent on administration and planning,
Yes No Verification found on page (s) _____
- evidence that no more than 15% of the grant amount will be spent on public services,
Yes No Verification found on page (s) _____
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,
Yes No Verification found on page (s) _____

C. PUBLIC COMMENT PERIOD

Was the proposed action plan amendment published via the jurisdiction’s usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes No Verification found on page(s) _____

Is there a summary of citizen comments included in the final amendment?

Yes No Verification found on page(s) _____

D. CERTIFICATIONS

The following certifications are complete and accurate:

- | | | |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- | | | |
|--|---|--|
| (5) Authority of jurisdiction | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (9) Following a plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with anti-discrimination laws | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (13) Lead-based paint procedures | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with laws | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (15) Compliance with ARRA | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (16) Project selection | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (17) Timeliness of infrastructure investments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (18) Buy American provision | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (19) Appropriate use of funds for infrastructure investments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (20) 70% of CDBG-R for LMI | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
|
Optional Certification | | |
| (21) Urgent Need | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

D. STATE CERTIFICATIONS

The following certifications are complete and accurate:

- | | | |
|--|------------------------------|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of State | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (9) Consultation with Local Governments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with anti-discrimination laws | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (13) Compliance with laws | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with ARRA | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (15) Project selection | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (16) Timeliness of infrastructure investments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (17) Buy American provision | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (18) Appropriate use of funds for infrastructure investments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (19) 70% of CDBG-R for LMI | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|
Optional Certification | | |
| (20) Urgent Need | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

CDBG-R
Activity Data Spreadsheet

Jurisdiction/Grantee Name:		CDBG-R Formula Grant Amount:				Date: 5/12/09	
Activity Name	Activity Description	Eligibility (Regulatory or HCDA Citation)	National Objective Citation	CDBG-R Project Budget (\$)	Additional Recovery Funds (\$)	Other Leveraged Funding (\$)	Total Activity Budget
Boys & Girls Club of Stamford Counselor-in-Training	Coordinator for Counselor-in-Training Program for 75 youth counselors	570.201(e)	570.208(a)(2)(i)	10,143		\$155,600	165,743
Workplace Preparedness Urban League	Instructor costs for computer/employment training for 16 people	570.201(e)	570.208(a)(2)(i)	10,143		\$125,491	135,634
IXCEL Assisting Leadership Yerwood Center, Inc.	Coordinator and program costs for after school program for 100 teenagers	570.201(e)	570.208(a)(2)(i)	10,143		\$22,500	32,643
Job Readiness Program Shelter for the Homeless	Staffing for education & career development for 500 homeless	570.201(e)	570.208(a)(2)(i)	\$15,144		\$105,232	120,376
Franklin Commons Windows Replacement St. Luke's Community Services, Inc.	Phase II replacement of 75 windows in facility for shelter & services	570.201©	570.208(a)(2)(i)	\$63,315		\$9,300	72,615
Rehab Pilgrim Towers Elderly Apts., Pilgrim Towers Inc.	Phase I window replacement for 14 units & site drainage for 74 units	570.202(a)(4)	570.208(a)(2)(i)	\$44,548		\$161,387	205,935
Cross Road Residences, Rehab of 24 units elderly housing	Replacement of roofing and eave reconstruction for 24 elderly apartments	570.202(a)(4)	570.208(a)(2)(i)	\$120,000		\$64,939	184,939
CDBG-R Administration Stamford Community Development	Administrative staff & expenses for CDBG-R programs	570.206(a), (b), (c), (e)	570.208(d)(4)	\$30,381			30,381
	Total			\$303,817			303,817
							0
							0
							0
							0

CERTIFICATIONS

(1) **Affirmatively furthering fair housing.** The jurisdiction will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.

(2) **Anti-displacement and relocation plan.** The jurisdiction will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under CDBG-R.

(3) **Drug Free Workplace.** The jurisdiction will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

(4) **Anti-lobbying.** To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

(5) **Authority of Jurisdiction.** The jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(6) **Consistency with Plan.** The housing activities to be undertaken with CDBG-R funds are consistent with its consolidated plan.

(7) **Section 3.** The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Community development plan.** The jurisdiction certifies that the consolidated housing and community development plan identifies housing and community development needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program.

(9) **Following a plan.** The jurisdiction is following a current consolidated plan that has been approved by HUD.

(10) **Use of funds.** The jurisdiction has developed activities so as to give the maximum feasible priority to activities that will benefit low- and moderate-income families or aid in the prevention of slums or blight. Additional activities may be included that are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG-R funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

2. **Special Assessments.** The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG-R funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG-R funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds, unless CDBG-R funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds if the jurisdiction certifies that it lacks CDBG-R or CDBG funds to cover the assessment.

(11) **Excessive Force.** The jurisdiction certifies that it has adopted and is enforcing: (1) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and (2) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.

(12) **Compliance with anti-discrimination laws.** The CDBG-R grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(13) **Compliance with lead-based paint procedures.** The activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(14) **Compliance with laws.** The jurisdiction will comply with applicable laws.

(15) **Compliance with ARRA.** The jurisdiction will comply with Title XII of Division A of the American Recovery and Reinvestment Act of 2009.

(16) **Project selection.** The jurisdiction will select projects to be funded, by giving priority to projects that can award contracts based on bids within 120 days from the date the funds are made available to the recipient, and that will ensure maximum job creation and economic benefit.

(17) **Timeliness of infrastructure investments.** When the jurisdiction uses CDBG-R funds for infrastructure investments, the grantee will give preference to quick-start and finish activities, including a goal to use at least 50 percent of the funds for activities within 120 days of enactment of the Recovery Act.

(18) **Buy American provision.** The jurisdiction will ensure that all iron, steel and manufactured goods used in construction, alteration, repair, or maintenance of a public building or public work project assisted with CDBG-R funds under the Recovery Act must be produced in the United States unless the Secretary finds that: (1) the requirement is inconsistent with public interest; (2) those goods are not reasonably available or produced in sufficient quantity in the U.S.; (3) or the use of the goods will increase the project cost by more than 25 percent.

(19) **Appropriate use of funds for infrastructure investments.** The Governor, mayor, or other chief executive, as appropriate certifies, that any infrastructure investments have received the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars. Alternatively, a grantee's chief elected official certifies that infrastructure investments will receive the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars.

(20) **70% of CDBG-R for LMI.** The aggregate use of CDBG-R funds shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the grant is expended for activities that benefit such persons over the life of the CDBG-R grant.

Signature/Authorized Official

Date

Dannel P. Malloy, Mayor

Title

OPTIONAL CERTIFICATION

CDBG-R

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

Where the urgent need is the current economic conditions, the grantee certifies that the activity is alleviating current economic conditions which pose a threat to the economic welfare of the community in which the activity is being carried out, the recipient is unable to finance the activity on its own, and other sources of funding are not available.

Signature/Authorized Official

Date

Dannel P. Malloy, Mayor
Title

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:	Entry:	Item:	Entry:																
1.	Select Type of Submission.	11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.																
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).	12.	List only the largest political entities affected (e.g., State, counties, cities).																
3.	State use only (if applicable).	13.	Enter the proposed start date and end date of the project.																
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank.	14.	List the applicant's Congressional District and any District(s) affected by the program or project																
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application.	15.	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.																
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.	16.	Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.																
7.	Select the appropriate letter in the space provided. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A. State</td> <td style="width: 50%;">I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>B. County</td> <td>J. Private University</td> </tr> <tr> <td>C. Municipal</td> <td>K. Indian Tribe</td> </tr> <tr> <td>D. Township</td> <td>L. Individual</td> </tr> <tr> <td>E. Interstate</td> <td>M. Profit Organization</td> </tr> <tr> <td>F. Intermunicipal</td> <td>N. Other (Specify)</td> </tr> <tr> <td>G. Special District</td> <td>O. Not for Profit Organization</td> </tr> <tr> <td>H. Independent School District</td> <td></td> </tr> </table>	A. State	I. State Controlled Institution of Higher Learning	B. County	J. Private University	C. Municipal	K. Indian Tribe	D. Township	L. Individual	E. Interstate	M. Profit Organization	F. Intermunicipal	N. Other (Specify)	G. Special District	O. Not for Profit Organization	H. Independent School District		17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
A. State	I. State Controlled Institution of Higher Learning																		
B. County	J. Private University																		
C. Municipal	K. Indian Tribe																		
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G. Special District	O. Not for Profit Organization																		
H. Independent School District																			
8.	Select the type from the following list: <ul style="list-style-type: none"> • "New" means a new assistance award. • "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date. • "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">A. Increase Award</td> <td style="width: 50%;">B. Decrease Award</td> </tr> <tr> <td>C. Increase Duration</td> <td>D. Decrease Duration</td> </tr> </table> 	A. Increase Award	B. Decrease Award	C. Increase Duration	D. Decrease Duration	18.	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)												
A. Increase Award	B. Decrease Award																		
C. Increase Duration	D. Decrease Duration																		
9.	Name of Federal agency from which assistance is being requested with this application.																		
10.	Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.																		