



**BUCKS COUNTY  
2019 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
HOUSING REHABILITATION APPLICATION**

Project Name:

**1. Project Description:**

**A.** Discuss the category of rehabilitation e.g. for rental housing, group home, single home, transitional housing, etc. and identify the after-rehabilitation use of the structure(s) as multi-family; single family; owner-occupied or tenant occupied; or mixed-use/multi-use structure. Indicate if this is a housing rehabilitation program or if a particular site has been designated. If available, provide a detailed physical description of the existing structure(s) to be rehabilitated for residential purposes, indicate the current permitted land use and date the building(s) was constructed, as well as the number of residential units in the structure.

**B.** Provide a detailed description of the rehabilitation and improvements to be completed on the site or a description of the housing rehabilitation if such is proposed. Indicate if the proposed rehabilitation work will result in either temporary or permanent displacement of an occupant(s) of one or more dwelling units in the structure. If displacement will occur, discuss your plan to provide relocation benefits and services to the occupant(s). Indicate if the proposed rehabilitation work will result in the elimination of any affordable housing units. Discuss as applicable the measures to be undertaken to comply with HUD Lead-based Paint requirements pursuant to 24 CFR Part 35.

C. Indicate whether the project will involve a change in unit density by more than 20 percent or any change in land use, from non-residential to residential. State whether the estimated cost of rehabilitation is less than 75 percent of the total estimated property value. Please provide a comparative market analysis to estimate the post rehabilitation market value.\*

*\*Please note project may require post rehabilitation appraisal.*

D. Please outline or attach your organization's or (if applicable) your developer's plan to target outreach, affirmative marketing and tracking to members of protected classes?

## 2. Project Location:

A. Indicate the location from where the project will be implemented (i.e. street address) and include a map that clearly identifies this location and the service area.

B. Indicate if the activity is located in or will have any impact on the following? *(Check Yes or No)*

(i) Historic district, site, building, structure, or object included in or eligible for the National Register of Historic Places or otherwise deemed of historical importance by local government?

Yes       No

If yes please include the name of the historic property or district:

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(ii) Floodway, Coastal High Hazard Area, 500-year Floodplain, or 100-year Floodplain?

Yes       No

### 3. Project Benefit

**A.** Choose one that best describes the beneficiaries of this project and attach supporting documentation:

Provide documentation of procedures to obtain information on family size and income so that it is evident that at least 51 percent of the clientele being served are persons whose family income does not exceed the low and moderate income limit.

Provide documentation which describes any income eligibility requirements which limit the programs or services exclusively to low and moderate income persons.

**B.** Check the box(es) below that may be applicable, if the project will predominately serve any of the below populations and provide supporting documentation:

- Chronically Homeless
- Severely Mentally Ill
- Chronic Substance Abuse
- Other Disability
- Veterans
- Persons with HIV / AIDS
- Victims of Domestic Violence
- Elderly (62+)

**C.** Provide an estimate of the number of household beneficiaries that will be served directly by your proposed project.

**D.** If applicable, provide a rent schedule that indicates the rent to be charged after rehabilitation for each dwelling unit in the structure, and show a comparison of these rents to HUD Fair Market Rents.

#### 4. Project Budget

Provide a detailed project budget (see the notes below). Consider the following while preparing the budget:

- A. Describe the use of non-CDBG funds in the budget. As part of HUD's new Performance Measurement System, sub- recipients are required to report the amount of funds leveraged by other sources. *CDBG may reimburse up to 100% of the total construction costs as approved in the budget. Sub-recipient will pay any engineering costs as matching funds.*
  
- B. CDBG Funds may not be available to address a project in its entirety. To be considered for partial funding, the budget must contain separate cost estimates for each work element proposed. If project includes work on a property that contains 8 or more units, please be sure to include Davis Bacon Wages in the cost estimate below.
  
- C. If the project goes over budget, does the applicant have funds available to contribute?  
 Yes             No
  
- D. If so, will the unexpected cost cause the project to be delayed?  
 Yes             No
  
- E. Describe any major procurement anticipated to be undertaken with CDBG funds for this project. Please attach your agency's procurement policy?
  
  
  
  
  
  
  
  
  
  
- F. Include how you propose to coordinate your services with other community agencies and leverage resources by providing information on the other funding sources for the project.

Please use Sheet D for Housing Rehabilitation Program or E for a Site specific housing activity in the budget template. If completing Sheet E, please complete the operating and development proforma to the extent possible. *Please note that if the application is approved, the project budget becomes a binding part of the agreement between the applicant and the County, therefore the projected figures must be accurate and current within the last 90 days.*