



# CITY OF COVINA

125 East College Street • Covina, California 91723-2199  
www.covinaca.gov

November 2, 2015

The City of Covina is currently accepting applications for the 2016-2017 Community Development Block Grant program year. If your organization has a program or project that qualifies for Community Development Block Grant (CDBG) funding, please complete the attached application. The completed application must be returned to the City by **5:00 p.m., Monday, November 30, 2015**, for consideration by the Finance Advisory Committee for recommendation for funding to the City Council for fiscal year ending June 30, 2017.

Federal regulations limit the different allowable activities that the City may undertake with CDBG funding. The City has not yet been informed as to the amount of funding to expect. Fifteen percent (15%) can be allocated toward community service programs and/or projects. The remainder of funds may be allocated towards public improvements, economic development and rehabilitation projects. It is estimated that the allocation for fiscal year 2016-2017 will be approximately \$315,000, of which \$47,250 may be budgeted for public service projects.

To be eligible for CDBG funding, your program or project must meet the following three requirements:

CDBG Eligible Activity: acquisition of real property for an eligible use;  
Acquisition, construction and rehabilitation of public facilities;  
Demolition and clearance of deteriorated buildings;  
Community services for low and moderate income households;  
Removal of barriers that restrict the mobility of elderly or handicapped persons;  
or  
Special economic development activities.

CDBG National Objectives Project must principally serve low and moderate income persons;  
Project must eliminate slums and blight; or  
Project must address a recent and urgent health and safety need

The project must address the community development objectives the City proposes to pursue.

Groups/organizations requesting funding consideration under the City's CDBG program must submit a completed typed application form for each proposed project. This application requires detailed and specific information about the proposal. Applications requesting funding under \$10,000 will not be considered.

The Finance Advisory Committee will meet in December 2015, to discuss proposed projects and funding requests. The City of Covina will review all applications for funding at a City Council Public Hearing in January 2016. Dates of both meetings will be made available to the public; all are welcome to attend both meetings.

The application is attached. If you have questions on the CDBG program or application process, please contact the CDBG Division at (626) 384-5442.

Yours very truly,

Nuala Gasser  
Sr. Housing & CDBG Economic Development Manager  
(626) 384-5442

*The City of Covina provides responsive municipal services and manages public resources to enhance the quality of life for our community.*