

City of Dothan Competitive Process

2019 Housing Application Instructions

**ALL APPLICATIONS ARE DUE
THURSDAY, MARCH 21, 2019 BY 12:00 NOON.**



HOUSING APPLICATION GUIDELINES

- All material must be typed in 12-point font.
- Only attachments requested in the application may be submitted.
- Application packet **may not** contain more than 23 pages including attachments.
- Letters of financial commitments **must be included.**
- **Include one copy of your current agency/company audit.**
- If the application is awarded funding, any deviation from the proposed project may require review and recommendation from the CDBG Staff and final approval by City Commissioners.

Include 16 copies of the application, PLEASE USE THREE HOLE PUNCHED PAPER, NO FOLDERS, UNSTAPLED, and the following attachments:

- List of Board Members (1 page)
- Location Maps (maximum 2 pages)
- Board of Directors Acknowledgement (1 page)
- Financial Commitments from other funding sources (maximum 5 pages)
- 15 year proforma for project (2 pages)
- If a Non-Profit, attach a 501(c)(3) status letter (1 page)

ALL APPLICATIONS ARE DUE BY **THURSDAY, MARCH 21, 2019 BY 12:00 NOON.**
PLEASE HAND DELIVER 16 COPIES OF THE APPLICATION PACKET TO THE CDBG
OFFICE, 288 COMPLEX DRIVE, DOTHAN, AL 36303.

For Qualifying Low Income Individuals and Households

2018 Income Limits

Income Limits (as of March 2018)
2018 Median Income for a Family of 4: **\$52,200**
(City of Dothan Metropolitan Statistical Area)
City of Dothan

Household Members

Income	1	2	3	4	5	6	7	8
median								
80% of median	\$29,250	33,400	37,600	41,750	45,100	48,450	51,800	55,150
50% of median	\$18,300	20,900	23,500	26,100	28,200	30,300	32,400	34,500
30% of median	\$12,140	16,460	20,780	25,100	28,200	30,300	32,400	34,500

80% – 50%: Low Income

Below 50%: Very Low Income

Below 30%: Extremely Low Income

Updated: March 2018

HUD DEFINITIONS

FOR IDENTIFYING PERFORMANCE MEASUREMENTS

OBJECTIVES:

Suitable Living Environments: Activities that benefit communities, families, or individuals by addressing issues in their living environment. [Staff Note: This will be the objective for most CDBG Public Service category applications.]

Examples:

- * Addressing health and safety issues, especially for special populations (HIV/AIDs, elderly, frail, disabled)
- * Any kind of eligible assistance to special populations
- * Subsidized childcare
- * Self-sufficiency programs

Decent Affordable Housing: Housing activities that meet individual family or community needs. This objective should not be used for activities where housing is an element of a larger effort.

Examples:

- * Land acquisition for affordable housing/emergency shelters
- * Rehabilitation of affordable housing
- * Housing counseling
- * Homebuyer assistance
- * Emergency shelters

Creating Economic Opportunities: Activities related to economic development, commercial revitalization, and job creation.

Examples:

- * Job skills training

OUTCOMES:

Availability/Accessibility: Activities that make services, infrastructure, housing, and shelter available and accessible. Note that accessibility does not refer only to physical barriers. (“Does this open up the world for people?”)

Examples:

- * Creation or maintenance of affordable housing for special populations
- * Emergency shelters
- * Addressing health and safety issues, especially for special populations (HIV/AIDs, elderly, frail, disabled)

- * Any kind of eligible assistance to special populations
- * Self-sufficiency programs
- * Housing counseling
- * Job skills training

Affordability: Activities that provide affordability in a variety of ways. It can include the creation or maintenance of affordable housing, basic infrastructure hookups, or services such as transportation or daycare.

Examples:

- * Land acquisition for affordable housing
- * Rehabilitation of affordable housing
- * Subsidized childcare

Sustainability: Activities that promote livable or viable communities and neighborhoods by providing services or by removing slums or blighted areas.

Examples:

- * Planning projects
- * Economic development projects
- * Urban/neighborhood upgrades or revitalization

HUD DEFINITIONS

FOR IDENTIFYING HOMELESSNESS & HOUSING HOMELESS

- 1) An individual or family who lacks a fixed, regular, and adequate nighttime residence; or
- 2) An individual or family who has a primary nighttime residence that is:
 - a) a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
 - b) an institution that provides a temporary residence for individuals intended to be institutionalized; or
 - c) a public or private place for not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

CHRONICALLY HOMELESS:

A chronically homeless person is an unaccompanied homeless individual with a disabling condition who has either:

- 1) been continuously homeless for a year or more, or
- 2) has had at least four episodes of homelessness in the past three years.

A disabling condition is defined as a diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability. For chronic homelessness, the definition of a homeless person is an unaccompanied individual sleeping in a place not meant for human habitation or in an emergency homeless shelter.