

# City of Dothan Competitive Process

## 2021 Housing Application Instructions

**ALL APPLICATIONS ARE DUE  
THURSDAY, MARCH 18, 2021 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 18, 2021 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

### 2020 Income Limits

Income Limits (as of March 2020)  
2020 Median Income for a Family of 4: **\$61,300**  
(City of Dothan Metropolitan Statistical Area)  
**City of Dothan**

#### Household Members

Income	1	2	3	4	5	6	7	8
median								
80% of median	\$34,350	39,250	44,150	<b>49,050</b>	53,000	56,900	60,850	64,750
50% of median	\$21,500	24,550	27,600	<b>30,650</b>	33,150	35,600	38,050	40,500
30% of median	\$12,900	17,240	21,720	<b>26,200</b>	30,680	35,160	38,050	40,500

80% – 50%: Low Income

Below 50%: Very Low Income

Below 30%: Extremely Low Income

Updated: December 2020

## 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.