



Florida Small Cities Community Development Block Grant (CDBG)

Application for Funding

Applicant: City of Lake City
(Name of Local Government)

- Commercial Revitalization Housing Rehabilitation
 Neighborhood Revitalization Economic Development

Federal Fiscal Year 2019

Application Due Date: October 5, 2020

Mailing Address: Department of Economic Opportunity
Bureau of Community Revitalization
107 East Madison Street – MSC 400
Tallahassee, Florida 32399-6508

Telephone: (850) 717-8405
Fax: (850) 922-5609
Web: <http://www.floridajobs.org/SmallCitiesCDBG>

Contents

Left click on the appropriate check boxes to indicate which parts of the application form are included in this application package.

- Part 1 – General Information**
- Part 2 – Application Profile and General Scoring Criteria (Required)**
- Part 3 – Sources and Uses of Non-CDBG Funds**
- Part 4 – Commercial Revitalization**
- Part 5 – Economic Development**
- Part 6 – Housing Rehabilitation**
- Part 7 – Neighborhood Revitalization**
- Part 8 – Certification and Score Summary (Required)**
- Part 9 – Supporting Documentation (Required)**
 - Appendix A: Maps (Required)**
 - Appendix B: Local Governing Body’s Resolutions for Signature Delegation and Application Submission (Required)**
 - Appendix C: Comprehensive Plan Documents (Required)**
 - Appendix D: Public Hearing/CATF Meeting Documentation (Required)**
 - Appendix E: Leverage Documentation**
 - Appendix F: Grant Application Preparation Cost Documentation**
 - Appendix G: Readiness to Proceed Documentation**
 - Appendix H: VLI/LMI Worksheets and Survey Documentation or Census Data and Maps**
 - Appendix I: Documentation Related to Health and Safety Impact Score**
 - Appendix J: Joint Agreements/Contingency Funding Documentation/Interlocal Agreements**
 - Appendix K: Housing Assistance Plan (Required for all Housing Rehabilitation Applications)**
 - Appendix L: Historic Preservation Documents**
 - Appendix M: Special Designation Documentation**
 - Appendix N: Documentation for Economic Development Applications**
 - Appendix O: Documentation for Other Community Development Activities Score (Commercial Revitalization)**
 - Appendix P: Documentation for Demolition of Vacant Dilapidated Structures (Commercial Revitalization)**
 - Appendix Q: Local Government Minority Contracting and Fair Housing Score Documentation**
 - Appendix R:**

Part 1 – General Information

Introduction

In 1974, Congress passed the Housing and Community Development Act, Title I, and created the Community Development Block Grant (CDBG) program. The CDBG program, funded by the U.S. Department of Housing and Urban Development (HUD), consists of an *entitlement program* that provides funds to urban areas and a *non-entitlement program* that provides funds to the states to award to smaller, mostly rural communities.

The Florida's Small Cities CDBG Program is administered by the Florida Department of Economic Opportunity (Department). Funding is awarded on a competitive basis. The scoring criteria are contained in this application form.

Cities with a population under 50,000, and counties with an unincorporated population under 200,000, are eligible to participate in the Florida Small Cities CDBG Program, unless they have accepted *special entitlement status* or have opted to join an *urban entitlement program*. A list of eligible communities is posted to the Department's website annually. Categories of funding include:

- Commercial Revitalization (CR)
- Economic Development (ED)
- Housing Rehabilitation (HR)
- Neighborhood Revitalization (NR)

Overall, at least 70% of the state's funding must benefit low- and moderate-income persons. Activities undertaken with CDBG funds must meet one of the following national objectives and each annual action plan developed by the Department will identify which national objective(s) will be funded from the annual federal allocation:

- Benefit low- and moderate-income persons
- Aid in the prevention or elimination of slum or blight
- Meet urgent community development needs

Pre-Application Activities

Local governments should review the Small Cities CDBG Program's administrative rule, Chapter 73C-23, Florida Administrative Code, and this application form to understand what activities must take place prior to the submission of an application and the scoring criteria for the application. For example, local governments must conduct two public hearings prior to submitting applications and may need to conduct surveys to document that at least 51% of the proposed beneficiaries are low- and moderate-income persons.

Notice of Application Cycle and Deadline for Submission

The Department publishes a Notice of Funding Availability (NOFA) in the Florida Administrative Register. The notice is published at least 30 days prior to the opening of the application cycle and is posted to the Department's website at <http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program>. The notice states the start and end dates of the application cycle.

Two copies of each application (at least one of which must have original signatures) must be received by the Department by 5:00 p.m., Eastern Time on the deadline date stated in the NOFA. The second copy of the application can be submitted as an electronic file. Applications shall be submitted to:

Florida Small Cities CDBG Program
Department of Economic Opportunity
107 East Madison Street – MSC 400
Tallahassee, Florida 32399-6508

Applications can be hand-delivered to the CDBG Office – Caldwell Building, 107 East Madison Street, Tallahassee, Florida. The applications must be received and date stamped by 5:00 p.m. Eastern time on the deadline date stated in the NOFA.

By the application deadline, one copy of the materials listed below must be sent to the Regional Planning Council that serves the applicant.

1. Part 2 - Application Profile and General Scoring Criteria
2. Part 9 - Forms and Supporting Documentation – Appendix A: Maps

Application Format and Application Submission

The application is divided into nine parts. A local government must complete the parts of the application that relate to the activities for which it is requesting funds. Do not submit the entire application. Submit only those parts required for all applications and the part specifically related to the category (Commercial Revitalization, Economic Development, Housing Rehabilitation, or Neighborhood Revitalization) for which funds are being requested.

- All applicants must complete the cover section and Parts 2, 8, and 9. Only the relevant appendices from Part 9 should be submitted with the application.
- Part 3 must be submitted by all applicants that are requesting points for non-CDBG funds that will be used on the project.
- Parts 4, 5, 6, and 7 pertain to individual funding categories. Submit the appropriate part for the category of funds being requested.

Part 2 – Application Profile and General Scoring Criteria

**Application Profile
Table G-1**

Local Government Contact Information:

Local Government Name: City of Lake City		
Street Address: 205 North Marion Avenue		
Mailing Address (if different): N/A		
City: Lake City	Zip Code: 32055	County: Columbia
Main Telephone: (386) 752-2031	Main Facsimile: (386) 719-5837	Federal ID Number: 59-6000352
DUNS Number: 020983110	Local Government's Name in DUNS: Lake City, City of	
Chief Elected Official: Stephen Witt		Title: Mayor
Telephone: (386) 752-2031		Facsimile: (386) 719-5837
E-mail Address: witts@lcfla.com		
Local Government Financial Officer: Donna Duncan		Title: Finance Director
Telephone: (386) 719-5800		Facsimile: (386) 719-5837
E-mail Address: duncand@lcfla.com		
Local Government Project Contact: Joseph Helfenberger		Title: City Manager
Street Address: 205 N. Marion Ave.		
City: Lake City	Zip Code: 32055	
Direct Telephone: (386) 719-5768	Facsimile: (386) 719-5837	
E-mail Address: HelfenbergerJ@lcfla.com		

Application Profile – Table G-1 (Continued)

Application Preparer Information		
Preparer's Name: Fred Fox Enterprises, Inc.	Organization Preparing Application: <input type="checkbox"/> Local Government <input checked="" type="checkbox"/> Private Company <input type="checkbox"/> RPC	
Street Address: 221 Treasure Beach Road		
City: Saint Augustine	State: FL	Zip Code: 32080
Telephone: (904) 810-5183	Facsimile: (904) 810-5302	
E-mail Address: fred.fox@fredfoxenterprises.com		

Consultant Information		
Consultant's Name: Fred D. Fox	<input checked="" type="checkbox"/> Private Company <input type="checkbox"/> RPC	
Street Address: 221 Treasure Beach Road		
City: Saint Augustine	State: FL	Zip Code: 32080
Telephone: (904) 810-5183	E-mail Address: fred.fox@fredfoxenterprises.com	

Demographics		
U.S. Congressional District Number: 5	Florida Senate District Number: 5	Florida House District Number: 10 & 11
Service Area Census Tract(s) and Block Group(s): Census Tracts 1104, 1005, & 1107		

Application Type: Indicate the application category. A completed application must include the appropriate section as listed below.	
<input checked="" type="checkbox"/> Commercial Revitalization (Part 4)	<input type="checkbox"/> Economic Development (Part 5)
<input type="checkbox"/> Housing Rehabilitation (Part 6)	<input type="checkbox"/> Neighborhood Revitalization (Part 7)

Application Profile – Table G-1 (Continued)

Citizen Participation – Public Hearings	
Documentation of the citizen participation activities must be included in Appendix D of Part 9.	
List the date that the public notice for the first public hearing was published: 09/29/2020	List the date when the first public hearing was held: 10/05/2020
List the date that the public notice for the second public hearing was published: 10/10/2020	List the date when the second public hearing was held: 10/19/2020

Subgrant Funding Request:	
The maximum funding request for Neighborhood Revitalization, Commercial Revitalization and Housing Rehabilitation subgrants is based on the jurisdiction's LMI population as determined by HUD. Please see the table below. The maximum subgrant funding request for Economic Development subgrants is \$1,500,000, and the cost per job created must be less than \$35,000. At the bottom of the left column, enter the actual LMI population. (Data available on CDBG website.) At the bottom of the right column, enter the actual subgrant amount being requested.	
LMI Population	Maximum Subgrant Request
1 – 499	\$600,000.00
500 – 1,249	\$650,000.00
1,250 – 3,999	\$700,000.00
4,000 – and above	\$750,000.00
Local Government's LMI Population: 5,225	Subgrant Funds Being Requested: \$ 750,000.00

Application Profile Table G-1 (Continued)

Answer the following questions by clicking on the correct check box.		
Historic Preservation Will the project impact a building, public improvement or planned open space that is 50 or more years old? If yes, documentation must be provided in Appendix L of Part 9. (See instructions.)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Interlocal Agreement Will project activities require an interlocal agreement? If yes , the interlocal agreement(s) must be provided in Appendix J of Part 9. (See instructions.)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
State of Financial Emergency Is the local government currently identified as being in a State of Financial Emergency pursuant to Section 218.50 – 218.504, Florida Statutes? Check at http://www.leg.state.fl.us/cgi-bin/View_Page.pl?File=financial-emergencies.cfm&Directory=committees/joint/Jcla/&Tab=committees	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Grant Preparation Costs The applicant may request subgrant funds for the cost of application preparation. See instructions if funds are requested. Does the applicant wish to request subgrant funds for the cost of application preparation? If yes, documentation must be included in Appendix F of Part 9. Amount: \$ _____	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
National Flood Insurance Program Is the applicant currently participating in the National Flood Insurance Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Project Narrative — G-2

Describe the proposed project using the guidelines in the instructions. Specific directions for Commercial Revitalization and Economic Development application narratives can be found in the instructions. Use additional pages as needed.

Service Area #1 City Wide Service Area:

The Service Area for this project is the corporate limits of the City of Lake City. The lives of all of the citizens of the City are enhanced by the commercial area in the downtown area. The City of Lake City's downtown commercial district has been struggling with a high vacancy rate in the Downtown Lake City Project Area. The downtown businesses, local government and the city's residents need help in revitalizing Lake City's Downtown Project Area. With the construction of the proposed improvements, the City hopes to help the economic environment for the existing merchants and draw new businesses into the downtown area.

Project Area #1: Downtown Lake City Wilson Park Commercial Revitalization Project Area:

The activities included in Project Area #1 are as follows:

03F Open Space, Parks and Playgrounds Activity - The activity proposed in this application is the construction of an amphitheater in Wilson Park. Wilson Park is located at 232 NE Hillsboro Street, Lake City, Florida. An active amphitheater in Wilson Park will draw area residents into the downtown for community events. Holding events which bring a large group of people into the downtown is a cornerstone of the City's Downtown Revitalization efforts.

Activity #	Activity Name	Project Description	CDBG Budget	Local Match
03F	Open Space, Parks and Playgrounds	Construction of an Ampitheater	\$690,000.00	\$15,000.00

The beneficiaries for the activities proposed in this service area are those people living within the City of Lake City's City Wide Service Area who are the primary users of the City of Lake City's downtown. There are currently 4,424 households in the City of Lake City. These 4,424 households contain ____ people. ____ of the people living in the service area or ____% are LMI and ____ of the people living in the households in the service area or ____% have household incomes which are above the LMI income limits. Thus, National Objective 1, Benefit to Low Moderate Income Persons is realized by this activity.

Project Narrative — G-2

The sources and uses of funds for the project are as follows:

ACTIVITY	CDBG	LOCAL MATCH	TOTAL
03F - Open Space, Parks and Playgrounds	\$ 690,000.00	\$ 15,000.00	\$ 705,000.00
21A - Administration	\$ 60,000.00	\$ 0.00	\$ 60,000.00
03F - Engineering	\$ 0.00	\$ 35,000.00	\$ 35,000.00
TOTALS:	\$750,000.00	\$50,000.00	\$800,000.00

The City of Lake City has committed Fifty Thousand dollars (\$50,000.00) from the City's Community Redevelopment Agency as local match in this application. Thirty-five thousand dollars (\$35,000.00) will be used for the engineering line item and fifteen thousand dollars (\$15,000.00) will be used for the 03F - Open Space, Parks and Playgrounds line item.

The design of the project is complete. The Plans and Specifications for the project are prepared and the required permits have been applied for. The City of Lake City is claiming "Readiness to Proceed" points for this project in the application.

Without the funding provided through the Small Cities CDBG Commercial Revitalization program this project could not be undertaken by the City.

The City anticipates it will take approximately thirty (30) months for the project to be complete including completion of the environmental review, bidding, construction and grant closeout.

Some of the proposed CDBG funded activities will be carried out in a flood zone.

UNMET NEEDS:

Service Area #1 City Wide Service Area:

The Service Area for this project is the corporate limits of the City of Lake City. The lives of all of the citizens of the City are enhanced by the commercial area in the downtown area. The City of Lake City's downtown commercial district has been struggling with a high vacancy rate in the Downtown Lake City Project Area. The downtown businesses, local government and the city's residents need help in revitalizing Lake City's Downtown Project Area. With the construction of the proposed improvements, the City hopes to help the economic environment for the existing merchants and draw new businesses into the downtown area.

Project Area Unmet Need #1: Downtown Lake City Wilson Park Commercial Revitalization Project Area:

Project Narrative — G-2

The activities included in Project Area Unmet Need #1 are as follows:

03F Open Space, Parks and Playgrounds Activity - The activity proposed in this application is the construction of a fountain in the pond at Wilson Park. Wilson Park is located at 232 NE Hillsboro Street, Lake City, Florida. An active amphitheater in Wilson Park will draw area residents into the downtown for community events. Holding events which bring a large group of people into the downtown is a cornerstone of the City's Downtown Revitalization efforts.

Activity #	Activity Name	Project Description	CDBG Budget	Local Match
03F	Open Space, Parks and Playgrounds	Fountain in the Pond	\$ _____	\$ 0.00

The beneficiaries for the activities proposed in this service area are those people living within the City of Lake City's City Wide Service Area who are the primary users of the City of Lake City's downtown. There are currently 4,424 households in the City of Lake City. These 4,424 households contain ____ people. ____ of the people living in the service area or ____% are LMI and ____ of the people living in the households in the service area or ____% have household incomes which are above the LMI income limits. Thus, National Objective 1, Benefit to Low Moderate Income Persons is realized by this activity.Service.

Project Area Unmet Need #2: Downtown Lake City Wilson Park Commercial Revitalization Project Area:

The activities included in Project Area Unmet Need#2 are as follows:

03F Open Space, Parks and Playgrounds Activity - The activity proposed in this application is the construction of a fountain in the pond at Wilson Park. Wilson Park is located at 232 NE Hillsboro Street, Lake City, Florida. An active amphitheater in Wilson Park will draw area residents into the downtown for community events. Holding events which bring a large group of people into the downtown is a cornerstone of the City's Downtown Revitalization efforts.

Activity #	Activity Name	Project Description	CDBG Budget	Local Match
03F	Open Space, Parks and Playgrounds	Fencing and Landscaping	\$ _____	\$ 0.00

The beneficiaries for the activities proposed in this service area are those people living within the City of Lake City's City Wide Service Area who are the primary users of the City of Lake City's downtown. There are currently 4,424 households in the City of Lake City. These 4,424 households contain ____ people. ____ of the people living in the service area or ____% are LMI and ____ of the people living in the households in the service area or ____% have household incomes which are above the LMI income limits. Thus, National Objective 1, Benefit to Low Moderate Income Persons is realized by this activity.Service

General Scoring Criteria — Table G-3

1. Community-Wide Needs Score (CWNS) The CWNS for each non-entitlement local government is posted on the Department’s website at: http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants (Transfer this score to line 1. of the Application Scoring Summary page – Part 8, page 4.)		Score: <u>70.54</u>
2. Special Designation Score Check all applicable designations below and enter a score of 20 points if all CDBG activities will be conducted within any of the boundaries of the special designation areas checked. Documentation must be included in Appendix M of Part 9. (See instructions.) (Transfer this score to line 3a. of the Application Scoring Summary page.)		Score: <u>20.00</u>
<input checked="" type="checkbox"/> Rural Area of Opportunity (RAO)	<input type="checkbox"/> Rural Community as defined by §288.0656, F.S.	
<input type="checkbox"/> Area of Critical State Concern pursuant to §380.05, F.S.	<input type="checkbox"/> Florida Enterprise Zone pursuant to §290.0065, F.S.	
3. Grant History Score: If the applicant has not had an open CDBG contract in the NR, CR, or HR categories within five years of application deadline, claim 100 points. (Transfer this score to line 3b. of the Application Scoring Summary page.)		Score: <u>0.00</u>
4. CATF Score: The applicant can score a maximum of 10 points if it has appointed a Citizen Advisory Task Force (CATF) to provide input on all phases of the Small Cities CDBG Program process and the CATF met to discuss community needs and make recommendations to the local governing body before the application was drafted. The task force must be comprised of residents of the applying jurisdiction, and at least 51% of the members must be from LMI households. None of the members can be an elected official of the jurisdiction, and only one member can be an employee of the applicant. The CATF shall have at least five members, and at least 51% members must participate in the meeting to claim CATF points. Documentation must be included in Appendix D of Part 9. (See instructions.)		
4a. If the CATF met before the first public hearing was conducted and before a draft application was developed to discuss community needs and make recommendations to the local governing body as to the program area and activities that should be considered when drafting a Small Cities CDBG application, score 10 points, or		Score: <u>10.00</u>
4b. If the CATF met before the notice for the second public hearing was published and before a draft application was finalized to make recommendations to the local governing body as to the program area and activities that should be included in its Small Cities CDBG application, score 5 points. (Transfer this score to line 3c. of the Application Scoring Summary page.)		
If applicable, list the date that the public notice for the CATF meeting was published: 09/29/2020	If applicable, list the date when the CATF meeting was held: 10/05/2020	

General Scoring Criteria — Table G-3 (Continued)

5. Outstanding Performance in Equal Employment Opportunity (EEO)						
M/WBE Contracting: The applicant may claim up to 20 points for achievement in Minority-/Women-Owned Business Enterprises (M/WBE) contracting in the most recent Small Cities CDBG subgrant that was administratively closed not more than four years before application deadline date. Review the M/WBE reports submitted to DEO for that subgrant and enter a score based on the achievement reported.						
Most Recent Administratively Closed Small Cities CDBG Contract Number:			<u>17DB-OL-03-22-02-C02</u>			
\$427,885.00 Amount Awarded to M/WBE firms	÷	\$427,885.00 Total Prime Contracts Amount	X 100 =	<u>100.00</u> M/WBE %		
M/WBE %		Points		5a. M/WBE Contracting Score: <u>20.00</u> (Maximum 20 points)		
0.0 – 4.99%		0				
5.0 – 14.99%		5				
15.0 – 19.99%		10				
20.0 – 24.99%		15				
25.00%+		20				
If the applicant has not administratively closed a Small Cities CDBG subgrant within four years of the application deadline date, score 5 points.						
Local Government Minority Employment: The applicant may claim up to 60 points for meeting minority employment goals. Complete the table below to calculate the applicant’s percentage of minority employees. See instructions for calculations.						
Number of Permanent Full-time Equivalent Minority Applicant Employees <u>37</u>	÷	Number of Permanent Full-time Equivalent Applicant Employees <u>221</u>	=	Applicant’s Percentage of Minority Employees <u>16.74%</u>		
Enter percentage of minorities in the applicant’s county: 21.9%						
If the “Prorated 60 Points Score” is claimed, complete the following equation:						
Applicant’s Percentage of Minority Employees <u>16.74%</u>	÷	Percentage of Minorities in Applicant’s County <u>21.90%</u>	=	Applicant’s Percentage of Minority Employees <u>76.44%</u>	X 60 =	Points Claimed <u>45.86</u>

If the applicant has three or less employees, 40 points may be claimed.		
5b. Local Government Minority Employment Score (60 Points Maximum):		<u>45.86</u>
6. Outstanding Performance in Fair Housing		
The applicant may claim five points for adopting a Fair Housing Ordinance prior to the application deadline and five points for conducting a Fair Housing workshop in the 12 months prior to the application deadline. See instructions for guidelines and documentation requirements.		
	Date	Score
6a. Date Fair Housing Ordinance Adopted:	<u>10/01/1984</u>	<u>5.00</u>
6b. Date of Fair Housing Workshop:	<u>09/09/2020</u>	<u>5.00</u>
6c. Total Fair Housing (6a+6b) Score (10 Points Maximum):		<u>10.00</u>

Outstanding Performance in EEO and Fair Housing (5a+5b+6c) Score: 75.86
(Transfer this score to line 2. on the Application Scoring Summary page – Part 8, page 4.)
(90 points maximum)

Part 3 – Sources and Uses of Non-CDBG Funds

Sources and Uses of Non-CDBG Funds
Private, Participating Party, Public Leverage from Non-Local and Local Funding Sources
Table L-1

Activity #	Source	Amount Claimed for Scoring	Amount Not Claimed for Scoring	Type (Participating Party, Loan, Grant, Local Government Funds, Donated Land, or Other Leverage)
016 - Eng	City of Lake City	\$35,000.00	\$	Local Government Funds
03F	City of Lake City	\$15,000.00	\$	Local Government Funds
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
Totals		\$50,000.00	\$	
Total Funds Claimed for Leverage Scoring		\$50,000.00		

Use the preceding totals to compute the number of points you are claiming for leverage scoring on the next page.

Leverage Score Summary

Leverage Points Calculation for NR, CR, and HR

Communities with a LMI Population of 1,249 or Less

$$\underline{\$ \quad \quad \quad} \div \$1,000 = \underline{\quad \quad \quad} \text{ Points}$$

(25 Points Maximum)

Leverage Points Calculation for NR, CR, and HR

Communities with a LMI Population of 1,250 or More

$$\underline{\$50,000.00} \div \$2,000 = \underline{25.00} \text{ Points}$$

(25 Points Maximum)

Leverage Points Calculation for ED

$$\underline{\$ \quad \quad \quad} \div \$10,000 = \underline{\quad \quad \quad} \text{ Points}$$

(125 Points Maximum)

Leverage Score: 25.00

**(Transfer this score to line 3d. on the Application Scoring Summary page in Part 8.
25 Points Maximum for NR, HR, and CR. 125 Points Maximum for ED.)**

Part 4 – Commercial Revitalization

CDBG Funds and Activity Goal Score — Table C-1

1. Enter information requested:

Activity #	A Activity Name	B Appropriate USDA RUS Engineering Table	C Enter CDBG Activity Funds	D % of CDBG Project Cost (C ÷ Total of Column C)	E Goal Points	F Activity Goal Score (D x E)	G Units	
							Addressed Need	Unaddressed Need
							01	Acquisition*
17C	Commercial Building Rehabilitation	Table II	\$		75			
04	Clearance and Demolition of Blighted Property**	N/A	\$		65			
03I	Drainage Activities on Public Property or Rights-of-Way	Table II	\$		60			
03J	Fire Hydrants	Table II	\$		45			
03F	Open Space, Parks, Playgrounds	Table II	\$690,000.00	100.00%	60	60.00	1 Park	1 Park
03G	Parking Facilities	Table II	\$		75			
08	Relocation	N/A	\$		30			
17D	Relocation of Utilities to Underground	Table II	\$		60			
17C	Removal of Architectural Barriers in Public Buildings	Table II	\$		50			
03J	Sewer Facilities	Table I	\$		60			
03L	Sidewalks and Pedestrian Malls	Table II	\$		75			
03K	Street Improvements	Table II	\$		60			
03J	Water Facilities	Table II	\$		60			
2. Total Column C (CDBG Project Cost)			\$					
3. Calculate Columns D and F and Total Column F for the Total Activity Goal Score:					60.00		(75 Point Maximum)	

*Same points as the activity supported.

**If demolition is a part of the project, you must include supporting documentation. *See instructions.*

CDBG Funds and Activity Goal Score — Table C-1 (Continued)

4. Indicate the USDA-RUS Table Used and Enter Engineering Funds: USDA-RUS Table Used <input type="checkbox"/> I <input checked="" type="checkbox"/> II <input type="checkbox"/> Both (Prorated)			
A	B	C	
Basic Fee	\$0.00		
Resident Inspection Fee	\$0.00		
Preliminary Engineering Fee	\$0.00		
Additional Engineering Services	\$0.00		
5. Total the CDBG Engineering Fees		\$0.00	
6. Enter CDBG Administrative Funds		\$60,000.00	
7. Enter the Total Amount of CDBG Funds Requested		\$750,000.00	
8. Divide administrative funds requested (line 6) by the total funds (line 7) requested to calculate the CDBG administrative percentage.		$\frac{8.00\%}{.0800 \text{ Maximum}}$	

LMI Benefit/Blight Elimination Score

If using the LMI national objective, enter the LMI percentage of the service area from the survey worksheets or the Census data here: %.	
Check the appropriate box below and enter the score in 9a.	
<input type="checkbox"/> Service area is 51.00% to 54.99% LMI: 75 points	<input type="checkbox"/> Service area is 55.00% to 59.99% LMI: 100 points
<input type="checkbox"/> Service area is 60.00% to 64.99% LMI: 125 points	<input type="checkbox"/> Service area is 65.00% LMI or higher: 145 points
9a. LMI Benefit Score:	
If using the Slum and Blight national objective, check the appropriate box below and enter the score in 9b.	
<input type="checkbox"/> Activity will correct spot blight: 100 points	<input type="checkbox"/> Activity will correct area blight: 125 points
9b. Blight Elimination Score: 0.00	

Commercial Reinvestment Need Score

10. Vacant commercial spaces in the project area: (See instructions.):
Vacant commercial spaces X 10 points per vacant space = (50 Points Maximum)
10a. Reinvestment Need Score: 50.00

Other Community Development Activities Score — Table C-2	Scores
<p>11 a. Enter <u>40</u> points if the local government is designated an active participant in the Florida Main Street Program by the Florida Department of State. Associate status designation shall not create eligibility for the points.</p>	
<p>11 b. Enter 20 points if any part of the Project Area and all of the CDBG funded activities are located in any part of a district listed on the National Register of Historic Places pursuant to 36 CFR Part 60.</p>	
<p>11 c. Enter <u>30</u> points if the local government has adopted architectural design guidelines for a rehabilitation program for the retail, service, and commercial buildings located in the project area. Guidelines must be adopted through either the Community Redevelopment Plan under Chapter 163, F.S., Community Redevelopment Plan process, or the local government’s Comprehensive Plan.</p>	
<p>11 d. Enter <u>70</u> points if within the five years prior to the application deadline the local government completed a market study of the commercial district addressed in the application and adopted a plan by resolution which outlines priorities for the commercial district based upon community input. The market study must include a survey of the community’s needs; an inventory of sites, including building condition, square footage, zoning and existing rents; traffic count data; the number of parking spaces; and the availability of utilities. The proposed CDBG project activities must address one or more of the priorities identified in the plan for the commercial district to receive the 50 70 points.</p>	
<p>11 e. Enter 25 points if all of the following are true:</p> <ul style="list-style-type: none"> • The local government created a Community Redevelopment Trust Fund for the Community Redevelopment Area in which the CDBG activities will take place (pursuant to Chapter 163.387, F.S.) and the Trust Fund will remain in effect for the life of the Community Redevelopment Agency; • The local government established a base tax increment year in the ordinance creating the Trust Fund or in an ordinance subsequently establishing a base year using the Chapter 163 process. If a base year is not established, the points will be disallowed; • The local government notified other appropriate taxing authorities by registered mail of the establishment of the base area and the base year and has undertaken all other actions necessary to initiate and implement the Trust Fund; • There are no known impediments to the County Tax Collector’s distribution of the tax increment to the Community Redevelopment Agency; and • That base year is no later than the last day of the calendar year preceding the year in which the application is received. <p>In lieu of the above, Documentation of receipt of tax increment funds before application deadline from the County Tax Collector for the year preceding the application deadline shall suffice as documentation for these points. If Tax Increment Funds were not distributed during the prior year, points cannot be claimed.</p>	25.00
<p>11f. Enter the total Other Community Development Activities Score (11a+11b+11c+11d+11e) (<u>185</u> Points Maximum):</p>	25.00

Readiness to Proceed Score

12. If biddable construction plans and specifications for all “addressed need” activities have been completed, and permit applications for all infrastructure activities have been submitted to the applicable permitting agencies no later than the application deadline, the applicant can claim 50 points. Otherwise, score zero points.

The following documentation must be included in Appendix G of the application when it is submitted to the Department:

- 1) A letter from the engineer or architect who prepared the construction plans and specifications, addressed to the chief elected officer of the applicant, certifying the following:
 - that the sealed and dated plans and specifications are complete,
 - that the bid documentation, including the plans and specifications, provided with the application contains all of the information that a contractor would need to bid on the project, except for the Davis-Bacon wage decision(s); the local government’s list of minority/women business enterprises; and the CDGB Supplemental Conditions, and
 - that applications have been submitted for all permits that are required to begin construction on the infrastructure activities included in the application. (If the only permitting agency is the applicant local government, the engineer shall certify that the applicant is the only agency from which a permit is required. If no permits are required for the project, the engineer shall certify to that effect.)
- 2) A signed and sealed copy of the plans and specifications, plus all necessary bid documents, except for the Davis-Bacon wage decision(s); the local government’s list of minority/women business enterprises; and the CDBG Supplemental Conditions;
- 3) Documentation that all required infrastructure permit applications were submitted to the appropriate agency(ies). (Receipts from UPS or the U.S. Postal Service, email or letter from permitting agency(ies) saying that the permit applications had been received.)
- 4) Deficiencies in these submissions identified during DEO’s review of the application can be cured. However, the local government must provide curing documentation no later than the end of the “completeness period” that verifies that the plans and specifications were completed prior to the application deadline and that all required applications for permitting were submitted to the appropriate permitting agencies prior to the application deadline or the points claimed here will be reduced to zero.

12a. Readiness to Proceed Score (50 Point Maximum): 50.00

Category Summary Score (Lines 3+9a or 9b+10a+11f+12a): _____

**(Transfer this score to line 3e. in the CR column on the Application Scoring Summary page – Part 8, page 4.)
(Cannot exceed 505 points.)**

Part 8 – Certification and Score Summary

I, the undersigned chief elected official or authorized representative of the Applicant, certify that, to the best of my knowledge, this Florida Small Cities Community Development Block Grant Application for Funding was prepared in accordance with state and federal rules and regulations, contains information that is true and correct, and has been approved by the local governing body.

I also certify that the Applicant:

Has met all citizen participation requirements contained in Chapter 73C-23, Florida Administrative Code:

Following public notice, hearings were conducted by a member of the local governing body or a duly authorized employee;

- The first public hearing was conducted to obtain citizen views about community development needs and potential uses of CDBG funding;
 - The notice for the second public hearing was published following the first public hearing. The notice included a summary of the activities that would be conducted with CDBG funds, the specific locations where those activities would take place, a line item budget, and the time and place where a copy of the draft application would be available for review; and
 - A second public hearing was conducted to obtain citizen comments on the CDBG application prior to submission.
2. Has properly conducted surveys of service areas to document LMI benefit, if applicable.
 3. Will not attempt to recover, through special assessments, capital costs of public improvements funded in whole or in part with CDBG funds.
 4. Will ensure that upon completion of housing structures addressed with CDBG funds, each housing structure will meet the local housing code.
 5. Will administer the subgrant in conformity with the Civil Rights Act of 1964 and the Fair Housing Act.
 6. Will affirmatively further fair housing and undertake one fair housing activity each quarter.
 7. Has adopted or will adopt a Community Development Plan or has adopted the Local Comprehensive Plan as its Community Development Plan.
 8. Will adopt an Anti-Displacement and Relocation Policy and will minimize the displacement of persons.
 9. Has presented accurate information and has documentation on file and readily accessible to the Department of Economic Opportunity.
 10. Has authorized the submission of this application by vote of the local governing body.
 11. Will adopt a CDBG Procurement Policy that conforms to 2 CFR 200.317 – 200.326, Sections 255.0525 and 287.055, Florida Statutes, and Rule 73C-23.0051(4), Florida Administrative Code.
 12. Has implemented a financial management system that complies with Section 218.33, Florida Statutes, and 2 CFR 200.302.

13. Will complete a self-evaluation of its facilities related to the Americans with Disabilities Act and adopt a Transition Plan, if applicable.
14. Will meet a National Objective for each funded activity other than administration and engineering prior to the administrative closeout of the subgrant.

Signature of Chief Elected Official or Designee
Signature: _____
Typed Name and Title: Stephen Witt, Mayor
Date:
If signed by a person other than the chief elected official, a copy of the resolution authorizing the person to sign the application must be included in Appendix B.

Signature of Application Preparer if not an employee of the Local Government
Signature: _____
Typed Name and Title: Fred D. Fox, President
Name of Firm or Agency: Fred Fox Enterprises, Inc.

Application Scoring Summary

This form is the Applicant’s evaluation of the application score. Use the “scores” identified in the application to complete this form when you have finished filling out the application. Enter the scores or other information in the appropriate columns. When all of the scores have been transferred to this form, add the scores and enter the total.

Applicant Name: City of Lake City			(For DEO Use Only) Application Number: _____			
Enter Type of Application: <input checked="" type="checkbox"/> Commercial Revitalization <input type="checkbox"/> Economic Development <input type="checkbox"/> Housing Rehabilitation <input type="checkbox"/> Neighborhood Revitalization						
Title/Score	Part	Page	CR	ED	HR	NR
1. Community-Wide Needs Score (250 Points Maximum)	2	13	75.54			
2. Outstanding Performance in Equal Employment Opportunity and Fair Housing (90 points maximum)	2	15	75.86			
3. Program Impact:						
3a. Special Designation Score (20 Points Maximum)	2	13	20.00			
3b. Grant History Score (100 Points Maximum)	2	13	0.00			
3c. CATF Score (10 Points Maximum)	2	13	10.00			
3d. Leverage (25 Points Maximum for CR, NR and HR) (125 Points Maximum for ED)	3	18	25.00			
3e. Category Summary Score	4	23				
3f. Total Program Impact Score (3a+3b+3c+3d+3e) (660 Points Maximum)	8	27				
4. Total Application Score (1+2+3f) (1000 Points Maximum)	8	27				
Less Penalties Assessed (For DEO Use Only)						
Final Score (For DEO Use Only)						

Part 9 –Supporting Documentation

Place all supporting documentation in this section. Separate the documents with a titled tab or titled colored paper. Include only those appendices that are required for the application.

Appendix	Title
A	Maps (Required)
B	Local Governing Body's Resolutions for Signature Delegation and Application Submission (Required)
C	Comprehensive Plan Documents (Required)
D	Public Hearing/CATF Documentation (Required)
E	Leverage Documentation
F	Grant Application Preparation Cost Documentation
G	Readiness to Proceed Documentation
H	VLI/LMI Worksheets and Survey Documentation or Census Data and Maps
I	Documentation Related to Health and Safety Impact Score
J	Joint Agreements, Contingency Funding Documentation and/or Interlocal Agreements
K	Housing Assistance Plan (Required for all Housing Rehabilitation Applications)
L	Historic Preservation Documents
M	Special Designation Documentation
N	Documentation for Economic Development Applications
O	Documentation for Other Community Development Activities Score (Commercial Revitalization)
P	Documentation for Demolition of Vacant Dilapidated Structures (Commercial Revitalization)
Q	Local Government Minority Contracting and Fair Housing Score Documentation
R	Commercial Rehabilitation Policy (Required for all Commercial Revitalization Applications that will utilize CDBG funds to rehabilitate commercial buildings)
S	