



**VILLAGE OF HEMPSTEAD COMMUNITY DEVELOPMENT AGENCY
Grant Application for Public Service Organizations**

Type or print in the spaces below. Attach additional pages if necessary.

Name of Organization:	
Contact Person:	
Title:	
Telephone Number:	
Fax Number:	

Funding available from the Village of Hempstead Community Development Agency is received through an allocation from the U.S. Department of Housing and Urban Development. All requests for funding must comply with applicable requirements of the Community Development Block Grant (CDBG) program. Such requirements include assistance eligibility and benefiting a clientele that is principally of low and moderate income.

Location of Proposed Activity:

ACTIVITY DESCRIPTION

Please provide a description of the service for which your organization is seeking funds:

Please provide a description of the targeted beneficiaries of this program:



In order to utilize CDBG funds for a Public Service, the service must be either a new service or a quantifiable increase in the level of an existing service. Funding may be provided only for a one year period.

Please answer questions below regarding your organization:

	<u>YES</u>	<u>NO</u>
Have you ever applied for funds through this office?		
If so, were you approved to receive the funding?		
If yes, explain what the funds were used for:		

LEVERAGING

	YES	NO
Is your organization receiving funds from any other Agency?		
If yes, please provide a list of the agencies that have provided funding and the amount you received*.		
YEAR	AGENCY	FUNDING

**Attach additional sheets if necessary*



REQUIRED DOCUMENTATION

The following documentation must be submitted along with this application:

1. ORGANIZATIONAL INFORMATION

- Organizational By-Laws and Incorporation Documents
- A current list of the organization's Board of Directors, including names and addresses.
- A copy of the 501(c)(3) determination letter
- Audited Financial Statements & Management Letter for the past fiscal year, prepared in compliance with OMB Circular A-133. For further information of OMB Circular A-113 visit: <http://www.whitehouse.gov/omb/circulars/a133/a133.html>

2. PROGRAM INFORMATION

- Program Mission Statement
- full program budget, including **all** funding sources and uses, and indicating the proposed use of CDBG funding.
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- Program Description in the form of a two page narrative:
 - First page describing how the funds were used to start a new or expanded program
 - Second page describing quantifiable **program deliverables** including, but not limited to, the number of people to be served, service to be provided, location of proposed service, program highlights, special events.
- Results Monitoring: Plan including periodic reports and quantifiable performance indicators.

CDBG PROGRAM INFORMATION

For additional information on the CDBG program, including eligibility, national objective compliance, record keeping and other federal requirements, please go to:

http://www.access.gpo.gov/nara/cfr/waisidx_04/24cfr570_04.html

Current Income limits can be found at:

<http://www.huduser.org/datasets/il/il05/index.html>

