



DRAFT

Florida Small Cities Community Development Block Grant (CDBG)

Application for Funding

Applicant: City of Alachua
(Name of Local Government)

- | | |
|---|---|
| <input type="checkbox"/> Commercial Revitalization | <input type="checkbox"/> Housing Rehabilitation |
| <input checked="" type="checkbox"/> Neighborhood Revitalization | <input type="checkbox"/> Economic Development |

Federal Fiscal Year 2016

Application Due Date: February 16, 2016

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>

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

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Application Profile
Table G-1

Local Government Contact Information:

Local Government Name: City of Alachua		
Street Address: 15100 NW 142nd Terrace, Alachua, FL 32615		
Mailing Address (if different): PO Box 9		
City: Alachua	Zip Code: 32616	County: Alachua
Main Telephone: (386) 418-6100	Main Facsimile: (386) 418-6139	Federal ID Number: 59-6000262
DUNS Number: 084181585	Local Government's Name in DUNS: Alachua, City of	

Chief Elected Official: Gib Coerper	Title: Mayor
Telephone: (386) 418-6100	Facsimile: (386) 418-6139
E-mail Address: gcoerper@cityofalachua.com	

Local Government Financial Officer: Traci L. Gresham	Title: City Manager
Telephone: (386) 418-6100	Facsimile: (386) 418-6139
E-mail Address: tgresham@cityofalachua.com	

Local Government Project Contact: Diane Morgan	Title: Grants Specialist
Street Address: 15100 NW 142nd Terrace	
City: Alachua	Zip Code: 32616
Direct Telephone: (386) 418-6131	Facsimile: (386) 418-6139
E-mail Address: dmorgan@cityofalachua.org	

Application Profile – Table G-1 (Continued)

Application Preparer Information		
Preparer's Name: J. Scott Modesitt, AICP, Project Development Director		Organization Preparing Application: <input type="checkbox"/> Local Government <input checked="" type="checkbox"/> Private Company <input type="checkbox"/> RPC
Street Address: PO BOX 7300 (3658 Erindale Drive, Valrico, Florida 33596)		
City: Brandon	State: FL	Zip Code: 33508-6021
Telephone: 813-685-4585		Facsimile: 877-309-1951
E-mail Address: scottm@summitpros.com		

Consultant Information		
Consultant's Name: Summit Professional Services, Inc.		<input checked="" type="checkbox"/> Private Company <input type="checkbox"/> RPC
Street Address: PO BOX 7300 (3658 Erindale Drive, Valrico, Florida 33596)		
City: Brandon	State: FL	Zip Code: 33508-6021
Telephone: 813-685-4585		E-mail Address: scottm@summitpros.com

Demographics		
U.S. Congressional District Number: 3	Florida Senate District Number: 8	Florida House District Number: 21
Service Area Census Tract(s) and Block Group(s): FL - Alachua County - Census Tract 18.02 - Block Group 1; FL - Alachua County - Census Tract 18.01 - Block Group 1		

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

Application Profile – Table G-1 (Continued)

Funding for Planning and Design: You must check the Planning and Design Funding – Neighborhood Revitalization box if you want to be considered for funding. (The maximum funding for Planning and Design is \$70,000. In addition to the total funding needed for planning and design, the dollar amounts needed for basic engineering, additional engineering and administration must be shown below.)		
<input type="checkbox"/> Planning and Design Funding – Neighborhood Revitalization		
If you will accept funding for Planning and Design, indicate the total amount being requested: \$		
Basic Engineering \$	Additional Engineering \$	Administration \$

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: 1/12/2017	List the date when the first public hearing was held: 1/23/2017
List the date that the public notice for the second public hearing was published: 2/2/2017	List the date when the second public hearing was held: 2/13/2017

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: 2,720	Subgrant Funds Being Requested: \$ 700,000

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.

The City of Alachua is applying for a \$700,000 CDBG Neighborhood Revitalization grant to fund community improvements for repaving, as well as milling where needed, of existing paved streets within the incorporated area of the City. The proposed project will also provide for construction of new sidewalks in portions of the incorporated area of the City. The existing street surfaces need rehabilitation due to the age and use of the existing infrastructure. All four (4) Service Areas are part of low to moderate income neighborhoods with noticeably deteriorated streets and lack adequate sidewalks for pedestrian transportation. These areas were selected due to the age of the existing infrastructure, the projected eligibility of its residents, and the preponderance of need. An emphasis in the location of sidewalk construction has been placed on increasing youth access to the local schools and recreation areas in the Service Areas.

Specifically, street resurfacing is being proposed on approximately 12,000 LF of existing streets on all or portions of: NW 138th Way, NW 142nd Terrace, NW 154th Ave, NW 154th Place, NW 155th Lane, NW 155th Place, NW 155th Avenue, NW 156th Place, NW 157th Place, NW 158th Avenue, NW 165th Place, NW 166th Place, NW 167th Place. Some portions if these roads have deteriorated sufficiently that milling will be required prior to resurfacing. The project will also consist of associated curb and gutter construction in the repaving area, along with appropriate right-of-way driveway aprons, striping and height adjustments to manholes and water valves.

In addition to repaving, the City will provide approximately 6,700 LF of new sidewalks along all or portions of the following streets: NW 142 Terrace, NW 156 Place, NW 154 Avenue, Hipp Way, NW 135 Terrace, NW 158 Avenue, NW 134 Terrace, NW 133 Terrace, NW 155 Place, and NW 157 Avenue.

In addition to CDBG-budgeted construction costs of \$644,000, the City has committed to providing an additional \$50,000 in leverage match funds for the project. These funds will be spent after the date of the CDBG Site Visit and prior to the grant closeout. Matching funds will be used directly in conjunction with CDBG funding to provide for the work proposed in the CDBG Service Areas. Total estimated costs for the project include \$731,000 in construction for the street resurfacing, milling where required, and sidewalk construction (CDBG funding in the amount of \$644,000, local matching funding in the amount of \$50,000, and other local budgeted funds \$37,000, if needed) including necessary driveway aprons, all necessary contingencies and complementing construction activities. \$56,000 is budgeted for administration of the project and grant program.

The City has completed the design for the project and plans and specifications are included with the grant application. Consistent with the Florida Small Cities CDBG Program 'Readiness to Proceed' criteria, a complete bidding and contract package has been prepared that is ready to allow the City to bid the work immediately upon release of CDBG funds. Further, no permits other than local permits are required for the project. It is anticipated that construction will begin within six months of receipt of the award of this CDBG grant and should be completed within one year.

Service Area 1 (addressed need)

The proposed CDBG project calls for the repaving of approximately 1,400 LF of existing paved streets on NW 155 Lane, NW 138 Way, and NW 155 Avenue. Work in this Service Area will also include associated curb and gutter construction in the repaving area, along with appropriate striping and

height adjustments to manholes and water valves. Estimated construction cost for the work proposed in Service Area 1 is \$95,000.

Only those homes that are adjacent to, and will be serviced by, the proposed CDBG improvements have been counted as CDBG beneficiaries. Please see the Project Service Area 1 Map included as Grant Application Appendix A.

After identifying what households would benefit from the project, the City conducted a Small Service Area Household Income Survey to identify beneficiaries in Service Area 1 with an attempt to get a 100% response rate. Unsurveyed homes were counted as over-income. Income levels for Service Area 1 were established through the use of household income surveying to determine that the area meets the required national objective of benefiting low and moderate income persons. A 100% household survey of the service area identified 33 residential houses that will benefit from the proposed project, of which 33 are occupied. Out of the 33 occupied households, 18 (or 54.55%) were determined to be low to moderate income. The household survey determined that (TBD) beneficiaries are within the service area; (TBD) (or TBD%) are low to moderate income and TBD (or TBD%) are very low income. Therefore, Service Area 1 meets the national objective of benefiting low to moderate income persons.

No areas of Service Area 1 are located in a flood-prone area. All CDBG funded activities proposed in Service Area 1 will occur within the incorporated area of the City of Alachua. No acquisition activities will be required since all work will occur in existing city right-of-way.

Service Area 2 (addressed need)

The proposed CDBG project calls for the milling and repaving of approximately 7,600 LF of existing paved streets in Service Area 2 on NW 138th Way, NW 142nd Terrace, NW 154th Ave, NW 154th Place, NW 155th Lane, NW 155th Place, NW 155th Avenue, NW 156th Place, NW 157th Place, and NW 158th Avenue. Work in this Service Area will also include associated curb and gutter construction in the repaving area, along with appropriate striping and height adjustments to manholes and water valves. Estimated construction cost for the work proposed in Service Area 2 is \$360,000.

Only those homes that are adjacent to, and will be serviced by, the proposed CDBG improvements have been counted as CDBG beneficiaries. Please see the Project Service Area 2 Map included as Grant Application Appendix A.

After identifying what households would benefit from the project, the City conducted a Small Service Area Household Income Survey to identify beneficiaries in Service Area 2 with an attempt to get a 100% response rate. Unsurveyed homes were counted as over-income. Income levels for Service Area 2 were established using household income surveying to determine that the area meets the required national objective of benefiting low and moderate income persons. A 100% household survey of the service area identified 79 residential houses that will benefit from the proposed project, of which 70 are occupied. Out of the 66 occupied households, 54 (or 81.82%) were determined to be low to moderate income. The household survey determined that (TBD) beneficiaries are within the service area; (TBD) (or TBD%) are low to moderate income and (TBD (or TBD%) are very low income. Therefore, Service Area 2 meets the national objective of benefiting low to moderate income persons.

No areas of Service Area 2 are located in a flood-prone area. All CDBG funded activities proposed in Service Area 2 will occur within the incorporated area of the City of Alachua. No acquisition activities will be required since all work will occur in existing city right-of-way.

Service Area 3 (addressed need)

The proposed CDBG project calls for the milling and repaving of approximately 2,800 LF of existing paved streets in Service Area 3 on NW 166 Place, NW 167 Place, and NW 142 Terrace. Estimated construction cost for the work proposed in Service Area 3 is \$80,000.

Only those homes that are adjacent to, and will be serviced by, the proposed CDBG improvements have been counted as CDBG beneficiaries. Please see the Project Service Area 3 Map included as Grant Application Appendix A.

After identifying what households would benefit from the project, the City conducted a Small Service Area Household Income Survey to identify beneficiaries with an attempt to get a 100% response rate. Unsurveyed homes were counted as over-income. Income levels for Service Area 3 were established using household income surveying to determine that the area meets the required national objective of benefiting low and moderate income persons. A 100% household survey of the service area identified 28 residential houses that will benefit from the proposed project, of which 23 are occupied. Out of the 23 occupied households, 14 (or 60.87%) were determined to be low to moderate income. The household survey determined that (TBD) beneficiaries are within the service area; (TBD) (or TBD%) are low to moderate income and TBD (or TBD%) are very low income. Therefore, Service Area 3 meets the national objective of benefiting low to moderate income persons.

No areas of Service Area 3 are in a flood-prone area. All CDBG funded activities proposed in Service Area 3 will occur within the incorporated area of the City of Alachua. No acquisition activities will be required since all work will occur in existing city right-of-way.

Service Area 4 (addressed need)

The proposed CDBG project calls for the construction of new sidewalks totaling approximately 6,700 LF adjacent to existing paved streets in Service Area 4 on NW 142 Terrace, NW 156 Place, NW 154 Avenue, Hipp Way, NW 135 Terrace, NW 158 Avenue, NW 134 Terrace, NW 133 Terrace, NW 155 Place, and NW 157 Avenue. Work in this Service Area will also include associated curb and gutter construction in the repaving area, along with appropriate striping and height adjustments to manholes and water valves. Estimated construction cost for the work proposed in Service Area 4 is \$200,000.

Only those homes that are adjacent to, and will be serviced by, the proposed CDBG improvements have been counted as CDBG beneficiaries. Please see the Project Service Area 4 Map included as Grant Application Appendix A.

After identifying what households would benefit from the project, the City conducted a Small Service Area Household Income Survey to identify beneficiaries with an attempt to get a 100% response rate. Unsurveyed homes were counted as over-income. Income levels for Service Area 3 were established using household income surveying to determine that the area meets the required national objective of benefiting low and moderate income persons. A 100% household survey of the service area identified 87 residential houses that will benefit from the proposed project, of which 83 are occupied. Out of the 83 occupied households, 51 (or 61.45%) were determined to be low to moderate income. The household survey determined that 203 beneficiaries are within the service area; 131 (or 64.53%) are low to moderate income and 22 (or 10.84%) are very low income. Therefore, Service Area 4 meets the national objective of benefiting low to moderate income persons.

No areas of Service Area 4 are in a flood-prone area. All CDBG funded activities proposed in Service Area 4 will occur within the incorporated area of

the City of Alachua. No acquisition activities will be required since all work will occur in existing city right-of-way.

Service Area 5 (unaddressed need)

Should CDBG funds remain following completion of the work in Service Area 1, 2, 3, and 4 the City has additional unaddressed need that calls for the construction of approximately 630 LF of new sewer line and connections to serve homes on NW 158th Avenue. The anticipated cost of this additional work is approximately \$80,000, including all necessary contingencies and complementing construction activities.

After identifying what households would benefit from the project, the City conducted a Small Service Area Household Income Survey to identify beneficiaries with an attempt to get a 100% response rate. Unsurveyed homes were counted as over-income. Following the income survey, it was determined that of the 3 occupied households that will benefit from the proposed CDBG improvements, 3 (or 100.00%) were low to moderate income. There are (TBD) beneficiaries of the improvements and TBD (or TBD%) are low to moderate income. TBD (or TBD%) were determined to be very low income. Therefore, Service Area 5 meets a National Objective of benefiting low and moderate income households.

All proposed CDBG activities in Service Area 5 will occur within the incorporated area of the City of Alachua. No activities will occur in the floodplain.

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: 150.27
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: 0
<input 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: 0
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 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.)		Score: 10
If applicable, list the date that the public notice for the CATF meeting was published: 12/22/2016	If applicable, list the date when the CATF meeting was held: 1/4/2017	

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 DCA/DEO for that subgrant and enter a score based on the achievement reported.						
Most Recent Administratively Closed Small Cities CDBG Contract Number:				15DB-OJ-03-11-02-N05		
\$49,000 Amount Awarded to M/WBE firms	÷	\$670,000 Total Prime Contracts Amount	X 100 =	7.73 M/WBE %		
M/WBE %	Points		5a. M/WBE Contracting Score: <div style="text-align: center;"> 5 (Maximum 20 points) </div>			
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 26.5	÷	Number of Permanent Full-time Equivalent Applicant Employees 110	=	Applicant's Percentage of Minority Employees 24.09%		
Enter percentage of minorities in the applicant's county: 29%						
If the "Prorated 60 Points Score" is claimed, complete the following equation:						
Applicant's Percentage of Minority Employees 24.09	÷	Percentage of Minorities in Applicant's County 29	=	Applicant's Percentage of Minority Employees 83.07	X 60 =	Points Claimed 49.84

If the applicant has three or less employees, 40 points may be claimed.		
5b. Local Government Minority Employment Score (60 Points Maximum):		49.84
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>4/19/1993</u>	<u>5</u>
6b. Date of Fair Housing Workshop:	<u>2/13/2017</u>	<u>5</u>
6c. Total Fair Housing (6a+6b) Score (10 Points Maximum):		10

Outstanding Performance in EEO and Fair Housing (5a+5b+6c) Score: 64.84
(Transfer this score to line 2. on the Application Scoring Summary page – Part 8, page 4.)
(90 points maximum)

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)
03K	Alachua	\$50,000	\$37,000	Local Government Funds
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
		\$	\$	
Totals		\$50,000	\$37,000	
Total Funds Claimed for Leverage Scoring		\$50,000		

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

Leverage Score Summary

<p>Leverage Points Calculation for NR, CR, and HR</p> <p>Communities with a LMI Population of 1,249 or Less</p> <p>$\\$ \underline{\hspace{1cm}} \div \\$1,000 = \underline{\hspace{1cm}}$ Points</p> <p>(25 Points Maximum)</p>
<p>Leverage Points Calculation for NR, CR, and HR</p> <p>Communities with a LMI Population of 1,250 or More</p> <p>$\\$50,000 \div \\$2,000 = \underline{25}$ Points</p> <p>(25 Points Maximum)</p>
<p>Leverage Points Calculation for ED</p> <p>$\\$ \underline{\hspace{1cm}} \div \\$10,000 = \underline{\hspace{1cm}}$ Points</p> <p>(125 Points Maximum)</p>

Leverage Score: 25

**(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.)**

CDBG Funds and Activity Goals – Table N-1

A		B	C	D	E	F
1. Activity Number and Name (*Same points in the activity supported.)		Appropriate RUS Engineering Table	Enter CDBG Activity Funds	% Of CDBG Project Cost (Col. C ÷ Total of Col. C)	Goal Points	Activity Goal Score (D x E)
01	Acquisition (in support of)*	NA	\$		*	
03J	Fire Hydrants ¹⁶	Table II	\$		60	
03J	Fire Protection ¹	Table II	\$		60	
03I	Flood and Drainage ²	Table II	\$		70	
03I	Hazard Mitigation Activities ³	Table II	\$		50	
14A	Housing Rehabilitation – Plumbing ⁴	NA	\$		60	
03F	Parks, Playgrounds ⁵	Table II	\$		50	
03L	Pedestrian Malls/Sidewalks ⁶	Table II	\$153,000	23.75	65	15.44
03E	Recreation/Neighborhood Center	Table II	\$		50	
08	Relocation	NA	\$		35	
10	Removal of Architectural Barriers ⁷	Table II	\$		50	
03A	Senior Center	Table II	\$		55	
03C	Temporary Shelters ¹¹	Table II	\$		55	
03J	New Sewage Treatment Plant	Table I	\$		85	
03J	Sewage Treatment Plant Upgrades	Table I	\$		70	
03J	New Sewer Lines & Components ⁸	Table I	\$		85	
03J	Sewer Line Replacement ⁹	Table I	\$		70	
03J	Sewer Hookups ¹⁰	Table I	\$		85	
03J	Solid Waste Disposal	Table II	\$		25	
03K	Street Improvements – New Paving ¹²	Table II	\$		70	
03K	Street Improvements – Repaving ¹³	Table II	\$491,000	76.24	55	41.93

*Same points as the activity it supports.

CDBG Funds and Activity Goals – Table N-1 (Continued)

A		B	C	D	E	F
1. Activity Number and Name (*Same points in the activity supported.)		Appropriate RUS Engineering Table	Enter CDBG Activity Funds	% of CDBG Project Cost (Col. C ÷ Total CDBG Project Cost)	Goal Points	Activity Goal Score (D x E)
03J	Water Hookups ¹⁴	Table II	\$		85	
03J	Water Lines, New – Potable ¹⁵	Table II	\$		85	
03J	Water Line Replacement ⁹	Table II	\$		70	
03J	New Water Tank/Well/Treatment Plant ⁶	Table I	\$		85	
03J	Water Tank/Well/Treatment Plant Improvements ⁶	Table I	\$		70	
03M	Child Care Center	Table II	\$		55	
03P	Health Facility	Table II	\$		55	
			\$		25	
			\$		25	
2. Add Column C (from both pages) to get the Total CDBG Project Cost:			\$644,000			
3. Add the Activity Goal Scores in Column F (from both pages) to get the Total Activity Goal Score:						57.37 (85 Point Maximum)
4. Indicate the Appropriate RUS Used and Enter Engineering Funds:			RUS Table Used: <input type="checkbox"/> I <input checked="" type="checkbox"/> II <input type="checkbox"/> Both Prorated			
4a. Basic Fee		\$0				
4b. Resident Inspection Fee		0				
4c. Preliminary Engineering Fee		0				
4d. Additional Engineering Services:		\$0				
5. Total the CDBG Engineering Fees (4a+4b+4c+4d_):			\$0			
6. Enter CDBG Administrative Cost:			\$56,000			
7. Total the CDBG Funds Requested (2+5+6):			\$700,000			

Addressed Needs – CDBG Activities and Beneficiaries

Table N-2a

Census or survey data must be compiled to complete this and the remainder of the application forms.

A		B	C	D	E	F
Activity Number and Name		Enter # of Addressed CDBG Units	Enter # of VLI Beneficiaries ≤ 30% AMI	Enter # of LI Beneficiaries 30.01-50% AMI	Enter # of MI Beneficiaries 50.01-80% AMI	Enter # of Total CDBG Beneficiaries
01	Acquisition (in support of)					
03J	Fire Hydrants					
03J	Fire Protection					
03I	Flood and Drainage					
03I	Hazard Mitigation Activities					
14A	Housing Rehabilitation – Plumbing					
03F	Parks, Playgrounds					
03L	Pedestrian Malls/Sidewalks					
03E	Recreation/Neighborhood Center					
08	Relocation					
14E	Removal of Architectural Barriers					
03A	Senior Center					
03C	Temporary Shelters ¹¹					
03J	Sewage Treatment Plant					
03J	New Sewer Lines & Components					

(Use the following units of measure in Column B: Barriers, Buildings, Homes, Hydrants, Lift Stations (LS), Linear Feet (LF), Plants, Sites, Tanks, Wells, and Units.)

Addressed Needs – Activities and Beneficiaries
Table N-2a (Continued)

A		B	C	D	E	F
Activity Number and Name		Enter # of Addressed CDBG Units	Enter # of VLI Beneficiaries ≤ 30% AMI	Enter # of LI Beneficiaries 30.01-50% AMI	Enter # of MI Beneficiaries 50.01-80% AMI	Enter # of Total CDBG Beneficiaries
03J	Sewer Line Replacement					
03J	Sewer Hookups ¹⁰ (Beneficiaries calculated by Households)					
03J	Solid Waste Disposal					
03K	Street Improvements – New Paving ¹²					
03K	Street Improvements – Repaving ¹³					
03	Utility Hookups – Other (Beneficiaries calculated by Households)					
03J	Water Hookups ¹⁴ (Beneficiaries calculated by Households)					
03J	Water Lines, New – Potable ¹⁵					
03J	Water Line Replacement ⁹					
03J	New Water Tank/Well/Treatment Plant ⁶					
03J	Water Tank/Well/Treatment Plant Improvements ⁶					
03M	Child Care Center					
03P	Health Facility					

Unaddressed Needs – Activities and Beneficiaries

Table N-2b

Census or survey data must be compiled to complete this and the remainder of the application forms.

A		B	C	D	E	F
Activity Number and Name		Enter # of Unaddressed CDBG Units	Enter # of VLI Beneficiaries ≤ 30% AMI	Enter # of LI Beneficiaries 30.01-50% AMI	Enter # of MI Beneficiaries 50.01-80% AMI	Enter # of Total CDBG Beneficiaries
01	Acquisition (in support of)					
03J	Fire Hydrants					
03J	Fire Protection					
03I	Flood and Drainage					
03I	Hazard Mitigation Activities					
14A	Housing Rehabilitation – Plumbing					
03F	Parks, Playgrounds					
03L	Pedestrian Malls/Sidewalks					
03E	Recreation/Neighborhood Center					
08	Relocation					
14E	Removal of Architectural Barriers					
03A	Senior Center					
03C	Temporary Shelters ¹¹					
03J	Sewage Treatment Plant					
03J	Sewer Lines & Components					

(Use the following units of measure in Column B: Barriers, Buildings, Homes, Hydrants, Lift Stations (LS), Linear Feet (LF), Plants, Sites, Tanks, Wells, and Units.)

Unaddressed Needs – Activities and Beneficiaries

Table N-2b (Continued)

A		B	C	D	E	F
Activity Number and Name		Enter # of Unaddressed CDBG Units	Enter # of VLI Beneficiaries ≤ 30% AMI	Enter # of LI Beneficiaries 30.01-50% AMI	Enter # of MI Beneficiaries 50.01-80% AMI	Enter # of Total CDBG Beneficiaries
03J	Sewer Line Replacement					
03J	Sewer Hookups ¹⁰ (Beneficiaries calculated by Households)					
03J	Solid Waste Disposal					
03K	Street Improvements ¹²					
03K	Street Improvements – Repaving ¹³					
03	Utility Hookups – Other (Beneficiaries calculated by Households)					
03J	Water Hookups ¹⁴ (Beneficiaries calculated by Households)					
03J	Water Lines, New – Potable ¹⁵					
03J	Water Line Replacement ⁹					
03J	New Water Tank/Well Treatment Plant ⁶					
03J	Water Tank/Well/Treatment Plant Improvements ⁶					
03M	Child Care Center					
03P	Health Facility					

Beneficiary Verification Summary by Service Area

Table N-3

A	B	C	D	E	F	G	H	I	J
Enter Service Area # / Benefit Survey Method*	Enter Activities to be Completed in Each Service Area (Use More than One Line for Multiple Activities)	Enter Total # of Households (HH in the Service Area (Universe-Col. H)	Enter Total # of Responses Required	Enter Total # of Households Responding to the Survey	Enter Total # of VLI Beneficiaries	Enter Total # of LMI Beneficiaries	Enter Total # of All Beneficiaries	Calculate Percent of VLI Benefit (F ÷ H)	Calculate Percent of LMI Benefit (G ÷ H)
								%	%
								%	%
								%	%
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								%	%
								%	%

* A= Random Sample, B=Small Service Area, C=Census, D= Survey from previous application, not more than five years old, where the service area is identical to the one in the previously submitted application. If a random survey was conducted, include as an appendix a description of the methodology which describes the basis of the universe, the confidence interval selected, and the procedures used to contact the initial sample before surveying an alternate. The sample and alternates must be selected from a random number generator website (such as random.org) and a print out of those numbers included in the appendix.

Beneficiaries Scores — Table N-4

For scoring purposes, the beneficiaries of a jurisdiction-wide activity, including a water or sewage treatment plant, on which less than 5% of total CDBG funds are expended shall not be used when calculating the unduplicated beneficiary scores in this table.		1.(a) Enter the total funds requested (total CDBG request)	
1.(b) Enter the total number of grant unduplicated VLI beneficiaries:		1.(c) Enter the total number of grant unduplicated LMI beneficiaries:	
1.(d) Enter the total number of grant unduplicated beneficiaries:		1.(e) Enter the total number of unduplicated LMI households:	

<p>a. VLI Beneficiary Impact Score: Calculate the Unduplicated VLI Beneficiary Percentage:</p> <p>1.(b) divided by 1.(d) = _____ %</p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Unduplicated VLI Beneficiary Percentage</p> <p>30.00% or More</p> <p>20.00% to 29.99%</p> <p>10.00% to 19.99%</p> <p>Less than 10.00%</p>	<p>Score</p> <p><input type="checkbox"/> 30</p> <p><input type="checkbox"/> 20</p> <p><input checked="" type="checkbox"/> 10</p> <p><input type="checkbox"/> 0</p>
<p>b. LMI Beneficiary Impact Score: Calculate the Unduplicated LMI Beneficiary Percentage:</p> <p>1.(c) divided by 1.(d) = _____ %</p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Unduplicated LMI Beneficiary Percentage</p> <p>70.00% and above</p> <p>66.00% to 69.99%</p> <p>61.00% to 65.99%</p> <p>56.00% to 60.99%</p> <p>51.01% to 55.99%</p>	<p>Score</p> <p><input type="checkbox"/> 125</p> <p><input checked="" type="checkbox"/> 110</p> <p><input type="checkbox"/> 90</p> <p><input type="checkbox"/> 70</p> <p><input type="checkbox"/> 50</p>
<p>c. Average Cost per Unduplicated LMI Beneficiary Score: Calculate the Average Cost per Unduplicated LMI Beneficiary:</p> <p>1.(a) divided by 1.(c) = \$ _____</p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Cost per Unduplicated LMI Beneficiary</p> <p>\$11,000 or More</p> <p>\$10,000 to \$10,999</p> <p>\$9,000 to \$9,999</p> <p>Less than \$9,000</p>	<p>Score</p> <p><input type="checkbox"/> 0</p> <p><input type="checkbox"/> 10</p> <p><input type="checkbox"/> 20</p> <p><input checked="" type="checkbox"/> 30</p>

<p>d. Average Cost per Unduplicated LMI Household Score: Calculate the Average Cost per Unduplicated LMI Household:</p> <p>1.(a) divided by 1.(e) = \$ _____</p> <p>Based on the result, designate with an X the score that is appropriate.</p>	<p>Cost per Unduplicated LMI Household</p> <p>\$20,000 or More</p> <p>\$16,000 to \$19,999</p> <p>\$13,000 to \$15,999</p> <p>\$11,000 to \$12,999</p> <p>\$9,000 to \$10,999</p> <p>Less than \$9,000</p>	<p>Score</p> <p><input type="checkbox"/> -100</p> <p><input type="checkbox"/> -50</p> <p><input type="checkbox"/> 20</p> <p><input type="checkbox"/> 40</p> <p><input type="checkbox"/> 60</p> <p><input checked="" type="checkbox"/> 85</p>
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Readiness to Proceed Score

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 application deadline, the applicant can claim 100 points. Otherwise, score zero points. The documentation listed below must be submitted with the application to receive the 100 points.

To receive the 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 to the chief elected officer of the applicant certifying the following:
 - that the signed, 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) 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) 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.)

Readiness to Proceed Score: 100 (100 Points Maximum)

Health and Safety Score — Table N-5

Enter the appropriate Health and Safety Impact score. Documentation for points claimed must be included in Part 9, Appendix I. Scoring options are as follows:

Option A: A total of 50 points can be claimed if the local government can document all of the following:

- The proposed activity will be in one or more of the service areas. Activities outside a service area may only count for scoring pursuant to Chapter 73C-23, F.A.C., and
- The activity to be paid for with CDBG funds will correct the deficiencies specified in an existing enforcement action (administrative order, consent order, judicial proceeding or order by a state or federal agency). Activities conducted in lieu of fines do not qualify.

All CDBG-funded construction activities must meet the requirements of this option to claim the full 50 points.

Health and Safety Score — Table N-5 (Continued)

Option B: A total of 40 points can be claimed if the activity will provide first-time sewer or drinking water service to a service area, that a state or local agency says could have health and safety issues associated with septic tanks or other contamination sources. All CDBG-funded construction activities must meet the requirements of this option to claim the full 40 points.

Option C: A total of 25 points can be claimed if the local government can document all of the following:

- An activity proposed to be addressed with CDBG funds has been the subject of a Federal Emergency Management Agency (FEMA) Damage Survey Report (DSR) or Project Worksheet prepared for and submitted to FEMA for review and approval and was prepared at least 30 days but no more than 30 months before the application deadline, and
- The FEMA Damage Survey Report, Data Sheet or Project Worksheet was prepared in response to a federally declared natural disaster, declared before the application deadline. An engineer's written statement that the proposed CDBG activity will prevent the recurrence of the damage specified in the FEMA Damage Survey Report, Data Sheet or Project Worksheet must be provided.

All CDBG-funded construction activities must meet the requirements of this option to claim the full 25 points

Option D: A total of 30 points can be claimed if the local government can document all of the following:

1. An activity to be addressed with CDBG funds was cited, in writing, by a State or Federal Regulatory Agency, before the application deadline;
2. The citation states a violation of state or federal statutes, rules, or regulations that affect the health and/or safety of the local government's citizenry; and
3. The citation was issued to the local government and includes the following:
 - the statutory or regulatory basis for the citation,
 - a description or reference to the corrective action that the regulatory agency requires, and
 - if a specific citation form, document, or process exists by State Rule or Federal Regulation, that form, document or process must be used.

All CDBG-funded construction activities must meet the requirements of this option to claim the full 30 points.

This option shall be used for work required by a regulatory agency's inspection report that meets 1-3 above, but has not risen to the level of enforcement action described in Option A.

Option E: A portion of the 50, 40, 25 or 30 points can be claimed if the local government documents that some activities meet the above criteria. If this option is selected, use the formula to calculate proportional points.

- e. If CDBG funds will be expended for activities that meet the criteria for more than one option, points shall be prorated for each option and then totaled together, but the total score claimed shall not exceed 50 points.

Please note that CDBG funds cannot be used to pay fines or civil penalties related to enforcement actions. Also, Health and Safety points cannot be claimed for a project that is being undertaken in lieu of fines and penalties related to enforcement actions. Health and Safety Points cannot be claimed to address the same deficiency/citation that was used to obtain funding in a previous CDBG subgrant.

If Option E was selected, complete the following equation:								
Enter the cost of activities subject to A, B, C, or D		Enter the CDBG Project Cost (not including Engineering or Admin. Costs)		Enter the result (%) as a four digit decimal		Enter the Appropriate Multiplier (50, 40, 25 or 30)		Option E Score
\$	÷	\$	=		x		=	
Check the Health and Safety Score being claimed.		<input type="checkbox"/> Option A. (50 Points) <input type="checkbox"/> Option B. (40 Points) <input type="checkbox"/> Option C. (25 Points) <input type="checkbox"/> Option D. (30 Points) <input type="checkbox"/> Option E. (Prorated) <input type="checkbox"/> N/A						

Enter the Health and Safety Score: 0
(50 Points Maximum)

Calculating the Category Summary Score	
Scores	Type of Score
	Total Activity Goal Score (from page 3)
	+ Unduplicated VLI Beneficiary Percentage Score (from page 9)
	+ Unduplicated LMI Beneficiary Percentage Score (from page 9)
	+ Cost per Unduplicated LMI Beneficiary Score (from page 9)
	+ Cost per Unduplicated LMI Household Score (from page 9)
	+ Readiness to Proceed Score (from page 10)
	+ Health and Safety Score (from page 12)
	= Category Summary Score (505 Points Maximum)

Category Summary Score: _____

(505 Points Maximum)

(Transfer this score to line 3e. in the NR column on the Application Scoring Summary page – Part 8, page 4.)

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:

1. 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(3), 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: Gib Coerper, 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: J. Scott Modesitt, AICP, Project Development Director
Name of Firm or Agency: Summit Professional Services, Inc.

Failure of the Chief Elected Officer or designated person to properly sign the application by the deadline, or failure to include a copy of the ordinance or resolution of the governing body authorizing another individual to sign the application, will result in a 50-point penalty being assessed against the application that cannot be eliminated during the completeness process.

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:			(For DEO Use Only) Application Number: _____			
Enter Type of Application: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;"> <input type="checkbox"/> Commercial Revitalization <input type="checkbox"/> Housing Rehabilitation </div> <div style="width: 45%;"> <input type="checkbox"/> Economic Development <input type="checkbox"/> Neighborhood Revitalization </div> </div>						
Title/Score	Part	Page	CR	ED	HR	NR
1. Community-Wide Needs Score (250 Points Maximum)						
2. Outstanding Performance in Equal Employment Opportunity and Fair Housing (90 points maximum)						
3. Program Impact:						
3a. Special Designation Score (20 Points Maximum)						
3b. Grant History Score (100 Points Maximum)						
3c. CATF Score (10 Points Maximum)						
3d. Leverage (25 Points Maximum for CR, NR and HR) (125 Points Maximum for ED)						
3e. Category Summary Score						
3f. Total Program Impact Score (3a+3b+3c+3d+3e) (660 Points Maximum)						
4. Total Application Score (1+2+3f) (1000 Points Maximum)						
Less Penalties Assessed (For DEO Use Only)						
Final Score (For DEO Use Only)						

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	