

PRE-APPLICATION
Jefferson County Community Development
2014 Community Development Block Grant (CDBG) Program

Overview

Jefferson County receives an annual funding allocation from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program. These funds are to be used to develop viable communities by promoting integrated approaches that provide decent housing, a suitable living environment, and expand economic opportunities for low and moderate income (LMI) persons. Jefferson County has elected to target the 2014 CDBG funds to the development of decent, safe and affordable housing, and contribute to the development of sustainable communities by preserving existing housing stock or promoting affordable rental or homeownership opportunities for LMI families. Jefferson County is currently soliciting proposals from community- and faith-based organizations, non-profits, city departments, and citizens to apply for the 2014 CDBG funds.

Please review all the information provided in the Notice of Funding Availability (NOFA) to ensure full understanding of the application process and requirements of the CDBG program. The NOFA can be reviewed at <http://jeffco.us/commdev> or by contacting Community Development staff by phone at 303.271.8373 or by email at khyser@jeffco.us. Applicants are encouraged to submit the completed Pre-Application via email to khyser@jeffco.us. Or the Pre-Application can be mailed to Jefferson County Community Development, 100 Jefferson County Parkway, Suite 3530, Golden, CO 80419. **Pre-Applications must be received by Tuesday, September 3, 2013 at 4:00 PM to be considered.**

Pre-Application General Information

Agency Name: Community Faith in Action

Address: P.O. Box 895

City, State Zip: Golden, CO, 80402

Name of Executive Director: Dan Thoemke

Name of Application Contact: Dan Thoemke

Contact Title: Exec. Director

Contact Phone: 720-373-9605

Contact Email: dthoemke@beatool.org

Activity/Program Name: Neighborhood Rehab Project

Name of Activity/Program Manager (may be the same as the Executive Director and/or Application Contact): Dan Wilmot & Dan Thoemke

Amount Requested: \$150,000

Applicant Organization (please select one):

- Nonprofit
- Housing Authority
- Government Agency
- Quasi-Government
- For Profit

Pre-Application Questions

Provide a brief description of the purpose of your organization (Limit to 200 words or less).

The goal of Neighborhood Rehab Project is to empower volunteers and homeowners to work together for the building up of the Golden / Unincorporated Jefferson County communities. We seek to serve residents who are low income, senior adults or disabled individuals and families in providing affordable housing. This housing would be made available to qualifying individuals and families according to HUD guidelines. We would seek to find a buyer for the property prior to rehab. This would allow for the new owner to put in volunteer hours and be invested in the building of their home.

Provide a brief description of the housing-related activity for which funds are requested (Limit to 200 words or less).

We will be looking for properties that are distressed and in need of semi/major rehabilitation to bring them back meeting the building codes. Properties of interest are ones that are bringing down the property values of the surrounding neighborhood. We anticipate the rehab costs (another grant) after acquisition to be on the order of \$75,000. Bringing the property value at the time of sale to approx. \$225,000. We believe this will allow a family of four at 80% of HUD median to be able to afford this property when completed.

If a project site is identified, please provide address:

There are several possible homes available, timing of funding will dictate the down selection of the project. We believe that discussions with sellers can start mid next year with the plan to be prepared to close on the property shortly after funding is available. This will also give ample time to work with Jefferson County to prequalify the total project, based upon possible properties that are available.

If the activity involves acquisition, rehabilitation or demolition is the property currently occupied?

No Yes

If so, is it occupied by tenants or the current owner of the property ?

Is the property single family or multi-family ?

Pre-Application Minimum Qualifications

Identify the national objective the proposed activity meets (please select one):

- Benefits Low/Moderate Income Persons or Households (please consult explanation in NOFA)
- Address Slum or Blighted Areas (area must meet HUD's definition of slum and blight)
- Address an Urgent Need (must present particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and demonstrate other financial resources are not available to meet such needs).

If qualifying for the LMI National Objective, identify the category that will be used to meet the objective:

- Low Mod Area Benefit - Activity must benefit all residents in a particular area, where at least 51 percent of the residents are LMI persons
- Low Mod Limited Clientele - 51 percent of the beneficiaries of an activity must be LMI persons.
- Low Mod Housing Activities - Activities that are undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by LMI households.

Identify the CDBG eligible activity that will be undertaken to achieve the program's goal (please select one):

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Public Services (limited to 15% of Jefferson County's annual CDBG allocation)
- Activities relating to energy conservation and renewable energy resources; and

CDBG funds are restricted for use in unincorporated Jefferson County and/or in the cities of Golden, Edgewater, Wheat Ridge, Town of Mountain View, or Town of Lakeside; or for activities within the boundaries of local jurisdictions that serve residents from the previously identified geographic areas.

Please identify the geographic populations the activity will serve (select more than one if applicable).

Unincorporated Jefferson County	<input checked="" type="checkbox"/>	Town of Mountain View	<input type="checkbox"/>
Golden	<input checked="" type="checkbox"/>	Town of Lakeside	<input type="checkbox"/>
Edgewater	<input type="checkbox"/>	Other (please explain)	
Wheat Ridge	<input type="checkbox"/>		

The completed Pre-Application can be emailed to khyser@jeffco.us or mailed to Jefferson County Community Development, 100 Jefferson County Parkway, Suite 3530, Golden, CO 80419.
Pre-Applications must be received by Tuesday, September 3, 2013 by 4 p.m.

If you have any questions please contact Kristin Hyser, Community Development Specialist by email at khyser@jeffco.us or phone at 303/271-8373.

APPLICATION
Jefferson County Community Development
2014 Community Development Block Grant Program (CDBG)

Overview

Jefferson County receives an annual funding allocation from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program. These funds are to be used to develop viable communities by promoting integrated approaches that provide decent housing, a suitable living environment, and expand economic opportunities for low and moderate income (LMI) persons. Jefferson County has elected to target the 2014 CDBG funds to the development of decent, safe and affordable housing and contribute to the development of sustainable communities by preserving existing housing stock or promoting affordable rental or homeownership opportunities for LMI families.

Jefferson County is currently soliciting proposals from community- and faith-based organizations, non-profits, city departments, and citizens to apply for the 2014 funds. Please review all the information provided in the Notice of Funding Availability to ensure full understanding of the application process and requirements of the funding program.

Application Instructions

The intention of this application is to build upon the Pre-Application previously submitted to and reviewed by Jefferson County Community Development. Please notify staff of any changes to the information submitted in the Pre-Application. If significant changes have been made, you may be asked to revise and resubmit the Pre-Application prior to continuing with the application process.

The complete application is due **Tuesday, October 1, 2013 at 4:00 p.m.** Applications must be received by this date and time to be considered.

Completed applications can be sent by email or mail or hand delivered. Emailed applications can be sent to khyser@jeffco.us. Emailed applications will only be considered received if an email receipt is received from Jefferson County Community Development staff following submission. Applications can also be mailed or hand delivered to:

Jefferson County Community Development (Attn: Kristin Hyser)
100 Jefferson County Parkway, Ste. 3530
Golden, CO 80419

A complete *email* application must include a signed application including the budget and all attachments (most recent audit letter/summary, 501(c)(3) letter, letters of support).

A complete *mailed or hand delivered* application must only include one single-sided, signed application including the budget plus a CD or flash drive containing the application, budget and all attachments (most recent audit letter/summary, 501(c)(3) letter, letters of support). **Please do not submit hard copies of the attachments.**

Incomplete applications will not be considered. Missing or incomplete information will result in a forfeiture of application. Do not include any information beyond what is requested in the application. If submitting a hard copy of the application, do not place the application in binders or folders. Do not staple applications.

Signature and Certification

I certify that all information provided in this grant application is true and complete. I understand that any false information or omission may disqualify my organization from further consideration for grant funding. I authorize the investigation of any or all statements contained in this application and any other information pertinent to this application and my organization and its employees, officers and board members.

I have read, understand, and by my signature, agree with the above statements and authorize the investigation of my organization as set forth above.

Name (please print) Dan Thoemke

Title Director


Signature

SEPT. 30, 2013
Date

Application General Information

Agency Name: Community Faith in Action

Agency DUNS Number: 032902915

Name of Application Contact: Dan Thoemke

Application Contact Title: Director

Application Contact Phone: 720-373-9605

Application Contact Email: dthoemke@beatool.org

Project/Program Name: Neighborhood Rehab Project

Are there any significant changes in the information included in the Pre-Application previously submitted to Jefferson County Community Development? Yes No. If yes, please contact staff to determine if the Pre-Application needs to be revised and resubmitted.

Organizational Capacity (limit all answers to 100 words or less)

Please describe the experience of existing staff that will work directly with the proposed activity. If staff will be hired to manage the proposed activity, please describe the desired skill set and the organization's plan to hire and train the new position. Our project has been in existence for over 3 years. Our current staff has been together for the last 18 months. Our focus is the funding, planning, building, volunteer recruitment to service our rehab projects. No planned staff hires for this application. We have personally planned and built homes from the ground up. In addition we have rehabbed properties for personal use.

Please describe the organization's experience administering the proposed activity. If this is a new activity, please describe the organization's ability to successfully administer the activity. Our team members have 15+ years of ongoing project histories.

Please describe the organization's experience administering/managing grant funds. Include discussion regarding previous funds received from Jefferson County as well as other funders. Most recently we have completed to projects using CDBG funds working in partnership with JCHA. Prior to that, our project Director Dan Wilmot was responsible for a \$76,000 FEMA grant to upgrade the radio communications of the Golden Gate Fire Protection District. The grant was completed on-time and under budget.

Impact (limit all answers to 100 words or less)

Does the proposed activity serve individuals or households .

Please complete the following table regarding the number of unduplicated individuals/households served.

How many unduplicated individuals/households served?	Total Served	Urban County Residents* Served	Amount of funds per person served with CDBG funds (CDBG \$/# served)
Organization-wide	48	48	
Proposed Activity**	18	18	\$5,000

*Urban County residents include individuals/households residing in unincorporated Jefferson County, and the municipalities of Golden, Edgewater, Wheat Ridge, Mountain View and Lakeside.

**If the proposed activity does not serve individuals/households in a manner that can be enumerated (i.e. public facilities and improvements, acquisition of real property), please explain):

Please describe the vulnerable populations served by the proposed activities. Vulnerable populations include low and moderate income persons (LMI) or persons presumed to be LMI including abused children, battered spouses,

elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS and migrant farm workers, veterans. We serve the elderly, disabled, and those who fall below 80% of the national average for income.

Please describe the direct benefit of the CDBG funds to the individual/household being served. A property that is most likely uninhabitable, will be purchased and rehabbed. Making the house once again livable, and in turn helping to stabilize local property values. This will also allow a family to own a home of high quality than they otherwise could afford.

Please describe the indirect benefit to the broader Jefferson County community. The cleanup and repair services we provide have helped improve the general appearance and functionality of many properties, thus helping to improve property values within the county. We see this neighborhood stabilization effort, as the indirect benefit that the Jefferson County community receives.

Readiness to Proceed (limit all answers to 100 words or less)

As stated in the Notice of Funding Availability, CDBG funds must be expended within 18 months of being awarded. Please describe the current status of the proposed activity and the organization's ability to meet this schedule requirement. In your response please consider the timing of project milestones (i.e. site control, securing additional funds, permitting processes, hiring of additional staff, etc.). We plan to locate a house, once award notification has been made. Our plan is to purchase the property immediately after funding is made available. We also plan to raise funds for the rehab expenses over the next 12 months as we await funding release. Rehab is planned to proceed during the 6 to 9 months following funding release. We currently have a family in mind that is in need of such a property. She has recently lost her husband, has four young boys, and is living on a fixed income currently. But, we believe finding a qualified family to sell or rent this property to, is part of the project scope.

Please describe any problems/barriers the organization has encountered in executing the proposed activity or any the organization anticipates encountering in the future. How will these problems/barriers be addressed? Timing of the funds relative to market availability of desired properties, will be one of the biggest challenges.

Funds and Leveraged Funds (limit all answers to 100 words or less)

Complete the attached budget.

Please describe the organization's ability to financially support/contribute to the proposed activity. We currently rely on many talented volunteers, thus keeping our expenses low. We have several private sources of funds, and one of our major goals for the next 12 months is to raise rehab funds for this specific project.

If the full requested amount is not awarded, how much would the organization accept and still be able to implement the proposed activity? No, this is a minimum entry point as we see the current housing market

If one source of funding is lost to support the proposed activity, does the agency have a contingency plan in place for this proposed activity? Yes No. Please explain).

Please list funding (excluding CDBG and/or HOME funds) your organization has received from Jefferson County over the past two years. We have received two \$3,500 grants thru JCHA, indirectly from Jefferson County.

Please list any CDBG and/or HOME funds your organization has received from Jefferson County over the past 10 years. see above

2014 CDBG Application Budget

Applicant: Community Faith in Action
Proposed Activity: Property Acquisition needing Rehab (Neighborhood Rehab Project)

Please complete the following budget demonstrating the proposed use of CDBG funds as well as additional funds committed to or to be committed to the activity. Jefferson County Community Development elects to only consider awarding administrative funds to direct project delivery costs. This is limited to wages and/or transportation of staff members providing direct project/service delivery. Reimbursement of staff benefits and/or general administrative and overhead costs (e.g. office supplies, computers, office equipment) is not allowable.

Community Development Block Grant Funds BUDGET			
<i>List budget items and amounts to be paid for with the awarded CDBG funds.</i>			
Budget Item	CDBG Amount		
Personnel (Limited to wages of staff performing direct project delivery.)			
	<i>Hours</i>	<i>Rate</i>	<i>Total</i>
	TOTAL Personnel		
Travel (Limited to mileage of direct project delivery staff.)			
Project/Operating Costs			
Property Acquisition Costs (Property, transfer fees, Inspections, Lead Testing)	\$		150,000.00
	TOTAL CDBG BUDGET for Projects		\$ 150,000.00
Total Activity Funding Sources			
<i>Provide overview of all funds dedicated to the proposed activity.</i>			
Type of Funds	Amount		
CDBG Funds	\$		150,000.00
Other Federal Funds (JCHA)			
Other Public Funds (State/Local/Tax Exempt Bonds)			
Private Funds			
Other (Equivalent Volunteer Hours)			
	TOTAL ACTIVITY/PROJECT FUNDS		\$ 150,000.00
CDBG/HOME SHARE	100%	\$	150,000.00
OTHER FUNDS SHARE	0%	\$	-



City of
Golden

911 10TH ST. GOLDEN, CO 80401
TEL: 303-384-8000
FAX: 303-384-8001
WWW.CITYOFGOLDEN.NET

September 24, 2013

Jefferson County Community Development
100 Jefferson County Parkway
Administration and Courts Facility
Golden, CO 80419

Dear Community Development staff;

As Mayor of Golden, I am writing in support of the Neighborhood Rehab Project, a remarkable organization within our community that values and works toward supporting individuals and family who live in existing owner-occupied homes. Their desire to serve the Golden and Jefferson County is unmistakable. In accomplishing their mission, they collaborate with many organizations and residents within the 50%-80% of the median-income level, addressing their needs to be safe, dry, and warm. The Project works with the City of Golden in fulfilling our vision for establishing solid, stable neighborhoods where residents have a strong sense of community.

On Saturday, September 7, I joined over 200 volunteers in working on projects throughout Golden and Jefferson County. The group's sheer willingness to put in a hard, hot day of labor was inspirational. Without reservation, I recommend the Neighborhood Rehab Project for any funding support that would aid in their efforts.

Sincerely,

Marjorie Sloan
Mayor of Golden



**Rotary Club
of
Golden**

P.O. Box 851
Golden, CO 80402
www.rotaryclubofgolden.org

September 25, 2013

To Whom It May Concern:

I write on behalf of the Board of Directors of the Rotary Club of Golden to express our support of the application of Neighborhood Rehab's application for a grant from the 2014 CDBG with Jefferson County Funds.

Dan Thoemke, the leader of Neighborhood Rehab, has a long history in the greater Golden, CO, area as an effective organizer in support of enhancing our community. Indeed, this organization values and believes in supporting individuals and families who live in existing owner-occupied homes. Further, the organization wishes to continue serving the community in the ways that work throughout Golden and Jefferson County, collaborating with many organizations and residents within the 50%-80% of the median income level, addressing their safe, dry and warm concerns.

One of the collaborations in which they are involved includes working with the City of Golden in fulfilling its vision for establishing solid, stable neighborhoods where residents have a strong sense community. This is part of the reason that Mr. Dan Thoemke was recognized with our Service Above Self Award for 2013 in recognition for his work in this arena generally and specifically for his work in Neighborhood Rehab. Therefore, it is with great honor that we recommend Neighborhood Rehab Project for their grant application for \$100,000 that will aid them in their mission. They are a highly effective organization in our community.

Yours in Rotary Service,

Daniel K. Green
President
2013-2014



7490 West 45th Avenue
Wheat Ridge, CO 80033
303.422.8600
fax 303.422.3229
www.jcha.org

September 25, 2013

Dan Thoemke
Neighborhood Rehab Program (NRP)

Dear Dan,

The JCHA Housing Rehab Program has worked with NRP to successfully complete several rehab projects in Golden in the last couple years. They do a great job and make our CDBG funds go further in assisting homeowners in the rehabilitation of their homes.

I support of the Neighborhood Rehab Project, an organization within our community that values and believes in supporting individuals and families who live in existing owner occupied homes. I see their desire to serve the community in the ways that they work throughout Golden and Jefferson County, collaborating with many organizations, like ours, to assist residents under the 80% of the median income level, addressing their safe, dry, and warm concerns. One of the collaborations that they are a part of includes working with the City of Golden in fulfilling its vision for establishing solid, stable neighborhoods where residents have a strong sense community. We would recommend Neighborhood Rehab Project for any funding support that would aid them in their mission.

A handwritten signature in black ink, appearing to read 'DKNOP', is written over a light blue horizontal line.

Sincerely,

Doug Knop, AIA
Housing Rehab Program Manager
Jefferson County Housing Authority
7490 West 45th Avenue, Wheat Ridge, CO 80033
Ph: 303.403-5421, Fax: 720.974-5808
Email: dknop@jcha.org

103 North Ford Street
Golden, Colorado 80403

**HILLSIDE**

303-273-9613
hillsidecommunity.org

COMMUNITY CHURCH

September 25, 2013

RE: Reference Letter for the Neighborhood Rehab Program.

Community Development Block Grant Program

Jefferson County Funds,

I am excited to write this letter of support for the Neighborhood Rehab Project, NRP. I've been working and serving in the Golden and Jefferson Country community for the past 12 years. It's a privilege to observe the powerful and unique impact of NRP. They possess a focused purpose to help others in need, provide resources within Jefferson County that are essential for existing owner occupied homes and add to the development of community cohesion.

NRP has my support and recommendation to receive whatever financial grants available. I'm certain this organization will use these funds to create safer, healthier, dryer and warming living conditions for those residents living under the 80% median income lever. NRP provides a vital resource that helps to establish individuals in our neighborhood and builds a more stabilize community.

Please provide funding and support the vision of serving our community through Neighborhood Rehab Project.

Sincerely,



Kevin Shive
Pastor
Hillside Community Church
Chaplain
Golden Police Department