



LEXINGTON

LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT'S

COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION

2024 ANNUAL ACTION PLAN FOR JULY 1, 2024 - JUNE 30, 2025



APPLICATION INSTRUCTIONS

Lexington-Fayette Urban County Government (LFUCG) solicits applications from organizations requesting funds to carry out Consolidated Plan projects. The application is required if your organization is requesting funding from the Community Development Block Grant Program for the period July 1, 2024 through June 30, 2025.

Applications must be submitted by the deadline of **5 pm on Friday, January 5, 2024**. The completed application and all supporting material through:

NEIGHBORLY SOFTWARE

LATE OR INCOMPLETE APPLICATIONS MAY BE EXCLUDED FROM FUNDING CONSIDERATION!

Available Funding

Funding from the Community Development Block Grant Program is very limited. Total CDBG funding for Annual Action Plan Year 2023 was \$2,515,927, which includes program income, and 2024 funding is expected at a similar level. LFUCG uses a portion of these funds to support internal administrative costs, to operate a housing rehabilitation program for low-income homeowners, and to fund public improvement projects in low-income neighborhoods.

In addition, the federal government, by statute, limits the amount of funds that may be spent for services. The maximum amount a local government may spend on services is 15% of the total federal award plus 15% of the program income received by the local government during the previous program year. The estimated limit on all awards for services (such as operating salaries) is **\$365,529**. The LFUCG may limit funding for services projects below the 15% level.

Review Process

Applications will be reviewed by Grants and Special Programs staff and other LFUCG staff as necessary. Staff may have additional questions and may want to interview a representative of your organization before making a recommendation on funding for inclusion in the 2024 Annual Action Plan. Please note that the LFUCG administration may provide for an additional level of review.

Final funding decisions rest with the Urban County Council. Applicants are also advised that funds cannot be committed until after the federal government approves the LFUCG Annual Action Plan and that individual applicant agencies may not commit funds until specifically authorized by the LFUCG through an executed grant agreement.

Please check the LFUCG website (<https://www.lexingtonky.gov/grants>) for notices of the publication of the draft 2024 Annual Action Plan, the second public hearing, and Urban County Council meetings during which the 2024 Annual Action Plan is scheduled for discussion and/or action.

Evaluation Criteria

The following is the basis that will be used for the 2024 Plan Year for recommending applications for funding under the Community Development Block Grant Program.

Applicant capacity

The application must demonstrate that the agency staff has adequate credentials and experience to carry out the proposed project. This means that the organization carrying out the project, its employees, or its partners, must have the necessary experience and qualifications to carry out the specific activities proposed.

Factors to be considered will include: prior agency experience and results in the type of work being proposed; suitable agency fiscal capacity and organizational infrastructure to implement the project; and employee experience and credentials in the area to be implemented. The LFUCG's monitoring records of previously funded projects will also be considered in determining applicant capacity. The LFUCG will pay special attention to previously awarded projects and an agency's track record for timely implementation and spending of awarded funds.

Please note applicants with fiscal sponsors will not be considered.

Project quality

The proposed services/project must be appropriate to the needs of the persons to be served. The application must demonstrate a clear understanding of the needs of the clients, the services to be offered (if any), and the effectiveness of the services in meeting those client needs. A project may be considered to be of good quality if:

1. The type and scale of services proposed clearly fit the needs of the proposed participants.
2. The project is cost-effective and all costs are reasonable, and do not deviate substantially from the norm in Lexington;
3. The application shows evidence of collaboration with other existing programs and services; letters evidencing collaboration may be attached.
4. If applicable, the building proposed for use meets local codes, health, or safety standards;

Need for Project

Applications must describe the need for the specific project regarding existing services or resources. The project may be judged to adequately describe the need if it addresses the following points:

1. The need for the project is documented by use of waiting lists, references to similar programs, etc.
2. The project is consistent with the priorities identified for the five-year Strategic Plan in the LFUCG'S 2020-2024 Consolidated Plan;
3. The project does not unnecessarily duplicate existing programs and services for the same clients.

Operational Feasibility

The application must include:

1. Clear and complete plans for implementing and completing the project;

2. Adequate committed other funding to implement the project. Include letters of commitment;
3. An adequate strategy for securing additional support and commitment;
4. Adequate number of qualified staff to carry out the proposed project; and
5. Indicators that demonstrate that the project is ready to be implemented.

LFUCG reserves the right to adjust funding amounts.

You may direct questions about the application to Celia Moore, Grants Manager, at (859) 258-3072 or cmoore@lexingtonky.gov.

WHILE NO PAGE LIMIT IS IMPOSED, PLEASE TRY TO LIMIT RESPONSES TO THE SPACE PROVIDED IN THE APPLICATION