

## Overview

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### Overview

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Please provide the following information.



County of San Luis  
Obispo  
Public Facilities and  
Infrastructure  
Program

Department of Social Services  
Adult and Homeless Services  
Branch  
PO Box 8119  
San Luis Obispo, CA 93403-8119  
[SS\\_HomelessGrants@co.slo.ca.us](mailto:SS_HomelessGrants@co.slo.ca.us)

**Applications are accepted electronically via Neighborly Software only.**

Please review the Notice of Funding Availability (NOFA) and Application Guidelines before submitting your application. All applications must meet the eligibility criteria and requirements set forth in the NOFA. The Urban County of San Luis Obispo receives funding from local, state, and federal sources including Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG). Please be aware that the CDBG, HOME, and ESG fund sources are not permitted to support activities or projects located in the City of Grover Beach.

**Public Facilities and Improvements-** CDBG funds may be used by the grantee or other public or private nonprofit entities for the acquisition (including long term leases for periods of 15 years or more), construction, reconstruction, rehabilitation (including removal of architectural barriers to accessibility), emergency shelters, transitional housing, or installation of public improvements or facilities (except for buildings for the general conduct of government). Reference: § 570.201(c). Subject to site visit during application review.

Eligible types of facilities and improvements include:

- Infrastructure improvements (construction or installation) including, but not limited to streets, curbs, water and sewer lines;
- Neighborhood facilities including, but not limited to public schools, libraries, recreational facilities, parks, playgrounds; and
- Facilities for persons with special needs such as facilities for the homeless or domestic violence shelters, nursing homes, or group homes for the disabled.

***Please note, the online application in Neighborly has branching questions depending on how you answer certain questions. Depending on your project, not all questions that appear on this printed version may be applicable or required.***

## A. Applicant Information

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### A. Applicant Information

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Please provide the following information.

#### PRIMARY APPLICANT INFORMATION-LEAD AGENCY

##### A.1. Organization Name

##### A.2. Type of Organization

A.3. UEI Number: For more information, visit [SAM.GOV](http://SAM.GOV)

Please upload the following documentation:

Attachment A - Proof of Active SAM.gov Registration **\*Required**

*\*\*No files uploaded*

Define Other:

##### A.4. Address

##### A.5. Is the organization faith based?

##### A.6. Date of Incorporation

A.6.a. Please upload the following documentation:

Attachment B – Organizational Chart **\*Required**

*\*\*No files uploaded*

Attachment C – Incorporation Documents **\*Required**

*\*\*No files uploaded*

A.7. Required Acknowledgement of Insurance Requirements. Has your organization read and understood the insurance requirements listed in ["Example Exhibit D-General Conditions"](#) in the Library?

**A.7.a. Please upload the following documentation:**

Attachment D – General Liability Insurance

*\*\*No files uploaded*

**A.8. Annual Operating Budget**

\$0.00

**A.9. Number of Paid Staff**

**A.10. Number of Volunteers**

**CONTACT INFORMATION**

**A.11. Contact Person Name**

**A.12. Contact Person Title**

**A.13. Phone Number**

**A.14. Email**

## B. Applicant Capacity

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### B. Applicant Capacity

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Please provide the following information.

**B.1. Describe the organization's history of receiving and managing grants from County/State/Federal sources.**

**B.2. Briefly list any recent development projects your organization has proposed, is currently working on, and has completed. Regardless of funding source.**

**B.3. Briefly describe your organization's auditing requirements, including those for the proposed project.  
As outlined in 2 CFR § 200.500 and 24 CFR § 5.801**

**B.3.a. Please upload the following documentation:**

Attachment E – Most Recent Financial Audit **\*Required**

*\*\*No files uploaded*

**B.4. Describe project staffs' experience with Section 3.**

**B.5. Briefly describe your agency's record keeping system with relevance to the proposed project.**

**B.6. Do you have any funds remaining from prior Fiscal Year allocations? If so, please list the project you received funding for, the fiscal year(s) you received the funding, and the remaining amount(s) for each fiscal year(s).**

**B.7. How do you plan to fund the operation and maintenance costs (if any) associated with this project? Are these funds available now? If not, when will they be available?**

**B.8. Does your organization comply with the Generally Accepted Accounting Principles?**

As outlined in 2 CFR § 200

**B.9. Required Acknowledgement for Federal Grants or Contracts.**

Does your organization certify that, if awarded funds, it will comply with the requirements as shown as ["Example D-General Conditions"](#) and ["Example Exhibit E-Special Conditions"](#) in the library?

## C. Proposed Project & Project Details

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### C. Proposed Project & Project Details

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Please provide the following information.

#### C.1. Name of Proposed Project

#### C.2. Project/Program Address

#### C.3. Assessor's Parcel Number.

Additional information available on the [County Website](#).

#### C.4. Areas Served-Select all that apply

- City of Arroyo Grande
- City of Atascadero
- City of Morro Bay
- City of Paso Robles
- City of Pismo Beach
- City of San Luis Obispo
- Unincorporated Community

Name of Unincorporated Community:

#### C.5. Please select which eligible category applies to the project:

#### C.6. Number of Proposed Units Created or Rehabilitated:

#### C.7. Describe the proposed project in detail. What activities are to be undertaken?

**C.7.a. Please upload the following documents:**

Attachment I – Maps, Photos, Drawings, Plans \*Required

*\*\*No files uploaded*

**C.8. Provide a timeline for key steps of project implementation here or attach a timeline for project implementation as Attachment B.**

Attachment G – Timeline: Attach a timeline for key steps of project implementation.

*\*\*No files uploaded*

**C.9. Will residential or commercial occupants be displaced by the project?**

**C.9.a. If yes, please upload the following document:**

Attachment H – Relocation Plan \*Required

*\*\*No files uploaded*

**C.10. Will the displacement be temporary or permanent?**

**C.11. How long will the displacement last?**

**C.12. Describe how the relocation costs will be paid. Include these costs in Attachment N – Sources and Uses.**

**C.13. What is the current zoning of the project site?**

**C.14. Is the project site zoned correctly for the proposed activity?**

**C.14a. If no, provide an explanation of efforts and a timetable to change the zoning or obtain a variance:**

**C.15. Have necessary Land Use Permits and/or Have necessary Land Use Permits and/or Construction Building Permits have been issued? have been issued?**

**C.15a. What is their current expiration date(s)?**

**C.15b. Indicate when the permit(s) will be applied for or issued:**

**C.16. Is the project required to pay a prevailing wage:**

**C.16a. If no, explain why the project is not required to pay a prevailing wage:**

**C.17. Explain how Section 3 benchmarks will be met.**

**C.18. Explain how your project will be marketed towards MBE/WBE.**

**C.19. Describe how the project will align with a (or multiple) Line(s) of Effort to support the [San Luis Obispo Countywide Plan to Address Homelessness](#).**

**C.20. Select all population(s) expected to be served through this project:**

- Low-/moderate-income households
- Multifamily
- Age Restricted (including seniors)
- Persons Experiencing Homelessness
- Persons Experiencing Chronic Homelessness
- Persons with Disabilities
- Veterans
- Domestic Violence Survivors
- Unaccompanied Youth (under 25 years of age)

**C.21. Does the proposed project complement and collaborate with existing efforts in the county?**

**C.21a. If yes, please the name partner agencies and how they will participate:**

**C.22. Describe any consultation with local jurisdictions to gain support for the project. Describe any support you have from local jurisdictions.**

**C.22a. Please upload the following documents:**

- Attachment K – Letters of Support

*\*\*No files uploaded*

**C.23. How will you collect demographic data on the beneficiaries of the proposed project?**

**C.24. Describe how you will ensure that the proposed project is accessible to communities of color which are disproportionately impacted by homelessness, particularly Black, Latinx, Asian, Pacific Islander, and Native and Indigenous communities. If you have previously received a grant to serve any of the affected communities, please provide a brief description of those grant activities and the outcomes you achieved.**

**C.25. Has your organization previously received a grant to serve any of the affected communities?**

**C.25a. If yes, provide a brief description of those grant activities and the outcomes you achieved:**

**C.26. Has an environmental review been completed, CEQA?**

**C.27. Has NEPA environmental review been completed?**

**C.28. Has a Phase I or Phase II archeological/historical survey been conducted at the project site?**

**C.28a. If yes, please upload the following documentation:**

Attachment L – Archeological/Historical Survey, Phase I or II

*\*\*No files uploaded*

**C.29. Has a Phase I or Phase II environmental assessment been conducted for the property?**

**C.29a. If yes, please upload the following documentation:**

Attachment M – Environmental Assessment, Phase I or II

*\*\*No files uploaded*

**C.30. List and describe any known hazards-e.g., asbestos, lead-based paint, storage tanks – aboveground, underground. Please enter “N/A” if not applicable.**

**C.31. Is the project on a property designated or been determined to be potentially eligible for designation as a local, state, or national historical site?**

**C.32. Are the building(s)/structure(s) located on a historic site or within a local historic district?**

**C.33. Is the project located within a 100-year flood plain?**

**C.33a. If yes, does your organization have flood insurance?**

**C.34. Will demolition or excavation be required?**

**C.35. Are there any existing buildings on the project property that were constructed prior to 1978?**

**C.35a. Has an asbestos risk assessment report(s) been prepared for the building(s)?**

**C.35b. Has the building(s) been abated for asbestos?**

**C.35c. Has a lead hazard risk assessment report(s) been prepared for the building(s)?**

**C.35d. Has the building(s) been abated for lead paint?**

**C.35e. Will children occupy the building(s)?**

**Indicate the age range of the children that will occupy the building:**

**C.36. Describe how the project will meet ADA and Section 504 standards for accessibility by the disabled. Describe the methods, funding, and timetable to be utilized to address the problems.**

## D. Funding & Eligible Activities

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### D. Funding & Eligible Activities

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Please provide the following information.

**D.1. Total Project Funding (include all sources and uses of funding)**

\$0.00

**D.1.a. Please upload the following documentation:**

Attachment N – Sources and Uses **\*Required**

*\*\*No files uploaded*

Attachment O – Commitment Letters for Funds

*\*\*No files uploaded*

**D.2. Amount of CDBG funds requested:**

\$0.00

**D.3. Estimated number of unduplicated persons to benefit from CDBG funds:**

**D.4. Estimated number of unduplicated persons in Low – Moderate Income, 80% or less of the County Median Income, will benefit from CDBG funds:**

**D.5. Please select the national objective that best applies to the proposed project.**

Please refer to "[Basically CDBG](#)" or the "[CDBG Guide to National Objectives and Eligible Activities](#)" in [The Library](#) for more information regarding CDBG national objectives.

**LOW/MODERATE INCOME:** Select which criteria the proposed project intends to qualify under to meet the Low/Moderate Income objective.

**SLUM OR BLIGHT:** Select which criteria the proposed project intends to qualify under to meet the Slums or Blight objective

**D.5.a. If SLUM OR BLIGHT, please define service area:**

**Please provide the following information:**

**Attachment Q - Service Area Map**

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**D.5.b. If SLUM OR BLIGHT, please provide census tracts:**

**D.6. Explain how the proposed project meets the selected National Objective:**

## E. Required Documents

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### E. Required Documents

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Please provide the following information.

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#### Documentation

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**Attachment N - Sources and Uses:** This should include a summary of where the capital used to fund a development will come from (the sources) and what this capital will be used for (the uses). **\*Required**  
\*\*No files uploaded

**Attachment H – Timeline:** Attach a timeline for key steps of project implementation.  
\*\*No files uploaded

**Attachment I – Any Maps, Photos, Drawings, Plans**  
\*\*No files uploaded

**Attachment E – Most Recent Financial Audit** **\*Required**  
\*\*No files uploaded

**Attachment A - Proof of Active SAM.gov Registration** **\*Required**  
\*\*No files uploaded

**Attachment B – Organizational Chart** **\*Required**  
\*\*No files uploaded

**Attachment C – Incorporation Documents** **\*Required**  
\*\*No files uploaded

**Attachment D – General Liability Insurance** **\*Required**  
\*\*No files uploaded

**Attachment L – Archeological/Historical Survey, Phase I or II**  
\*\*No files uploaded

**Attachment M – Environmental Assessment, Phase I or II**

*\*\*No files uploaded*

**Attachment P – Pro Forma (20-year)**

*\*\*No files uploaded*

**Attachment F – Appraisal of Property**

*\*\*No files uploaded*

**Attachment G – Relocation Plan**

*\*\*No files uploaded*

**Attachment O – Commitment Letters for Funds**

*\*\*No files uploaded*

**Attachment R – Supplemental Information**

*\*\*No files uploaded*

**Attachment K – Letters of Support: Please attach any letters of support or commitment from local governments or community partners.**

*\*\*No files uploaded*

**Attachment Q – Relocation Plan**

*\*\*No files uploaded*

## Submit

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## Submit

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Please provide the following information.

- The applicant certifies that all information contained in this application, and supporting documentation, given for the purpose of obtaining assistance, is true and complete to the best of the applicant's knowledge.**
- I hereby certify that our organization has complied with all applicable laws and regulations pertaining to the application and is an eligible applicant for the requested funding. The organization proposes to provide the program services or complete the project identified in this application. If this application is approved and this organization receives the requested funding this organization agrees to adhere to all relevant Federal, State, and local regulations and other assurances as required by the Commission.**
- I hereby certify that the organization is fully capable of fulfilling its obligation under this application, as stated herein.**
- I further certify that the information provided in this Funding Application is correct, accurate, and complete.**

**In addition, the content of the application shall be incorporated as part of the written agreement and, as such, will be used to monitor performance. Activities, commitments, and representations described in the written agreement that are not subsequently made a part of the program/project as funded shall be considered a material contract failure and may result in a repayment of all awarded funds and/or suspension from participation in future funding rounds.**

**Authorized Representative Signature**

*\*\*Not signed*

**Authorized Representative Title**