



516 Cooper Avenue, Suite 101
Grafton, ND 58237
701-352-3550
www.RedRiverRC.com

Housing Pre-Application

North Dakota Community Development Block Grant (CDBG) Program FY 2019

All Pre-Applications must be received by 3:00 p.m. on June 26, 2019. Pre-Applications submitted by e-mail must be followed by original. The Pre-Application as well as the Red River Regional Council (RRRC) Program Distribution Statement are available on the RRRC website, www.RedRiverRC.com. For assistance please contact Stacie Sevigny at 701-352-3550 or Stacie@redriverrc.com.

Name of Applicant (City or County only): _____
Address: _____
Phone Number: _____
Contact Person: _____
Email Address: _____
DUNS Number: _____

Engineer/Architect (if applicable): _____
Address: _____
Phone: _____
Contact Person: _____
Email Address: _____

1. Project Title:

2. Brief Description of the Proposed Project:

3. Proposed Funding:

CDBG Project Costs:	\$
Grant Administration:	\$
Local Funds:	\$
Other Funds:	\$
TOTAL:	\$

4. Funding Sources:

CDBG Grant Funds:	\$
Local Matching Funds:	\$
Other Matching Funds*:	\$
TOTAL:	\$

*Please specify what the other sources of Matching Funds are and their status (i.e., secured or under development):

5. How will the local share be funded? (Please specify):

6. Estimated Start Date: _____
Estimated Completion Date: _____

7. Is the Project:

- _____ Entirely within the city limits?
- _____ Entirely outside the city limits?
- _____ Some features within and some features outside?

8. Will any proposed activities take place within a designated floodplain area? If so, please explain.

9. Will any proposed activities take place within a structure or area listed on the National Register of Historic Places? If so, please explain.

PRE-APPLICATION NARRATIVE

Scoring & Ranking

Complete Housing Scoring and Ranking criteria can be found on the RRRC website: www.redriverrc.com

PROJECT NEED

Points will be awarded based on perceived need. Please describe the following: documentation used (i.e. assessments, census, survey, market study, occupancy rates, etc.) to determine project need; does the project meet both current and long-term benefit in addressing existing and future needs; does the project address health and safety issues; and whether the project will have significant impact on meeting the needs as documented.

10. Please describe why you need to do this project. (Attach additional pages if necessary.)

FINANCIAL NEED

The greatest number of points will be given to projects that are providing a reasonable amount of local funds and/or projects that can't be done without CDBG assistance or would significantly reduce the benefit, viability or impact of a project without CDBG assistance.

11. Why is CDBG assistance needed for this project? In describing that need, you may reference figures shown on page 2 and include explanations as to why other local sources of financing, including borrowing and anticipated future revenues, are inadequate or not feasible in financing the project.

APPROPRIATENESS

The CDBG committee will score each application based on perceived appropriateness.

12. Provide a brief synopsis how the project meets the following criteria: represents a logical and cost-effective strategy for addressing the documented needs; provides the best long-term solution; meets all federal and state requirements and standards; appears to be cost effective considering the number of people to benefit; the ability to assure the housing can and will remain

occupied, affordable and properly maintained; and cost estimates appear to be reasonable and are well documented (based on either architect/engineer estimates, formal inspection and/or multiple vendor quotes as is appropriate).

13. Describe other major projects or programs that have been undertaken by the proposed recipient of the grant during the past five years and include a description of how those projects or activities were funded and may affect the applicant's ability to commit more to this project.

14. Please describe whether the project appears ready to proceed in a timely manner. (i.e. whether homes are identified, whether other funding sources identified and whether the other sources are committed)

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15. Have you ever received a CDBG grant before? If so, for what project(s) and in what year(s)?

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Applicant Certification:

To the best of my knowledge and belief, data and statements in this application are true and correct.

Name (Mayor/Chairman):	Title:
Signature:	Date: