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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](http://www.RedRiverRC.com). For assistance please contact Stacie Sevigny at 701-352-3550 or [Stacie@redriverrc.com](mailto: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](http://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: