



CDBG Application for City Projects/Programs

Due Date: April 13, 2015

APPLICANT INFORMATION

Project Title: Parks and Recreation Scholarships Program

Sponsoring Department: Community Services, Parks and Recreation Department

Contact Name & Title: William Ford, Assistant Director of Community Services

Telephone: 512-393-8400

PROJECT SUMMARY INFORMATION

Amount of CDBG Funds Requested: \$12,750

Amount of funds from other sources that will be available at the project start date: None

Project Location (address, or other description): 630 East Hopkins, San Marcos, TX 78666

PROJECT DESCRIPTION:

A. Project Type (select all that apply)

☐ Construction Activity ☐ Professional Services

☒ Public Services (programs) ☐ Clearance Activity ☐ Housing

B. Summary description of the project (attach additional page if needed):

Description attached.

C. FOR CONSTRUCTION PROJECTS:

- a. Is this project included in the Capital Improvements Plan (CIP)? ☐ Yes ☐ No
- b. Will this project require design work before it is ready for bid? ☐ Yes ☐ No
- c. Does the project budget include other funding sources? ☐ Yes ☐ No
- d. How many days of construction are estimated to complete the project? _____
- e. Who prepared the cost estimates for the project budget? _____
- f. Who will be the department's Project Manager? _____

D. FOR PUBLIC SERVICE PROGRAMS:

Public Service Programs involve the use of CDBG funds to pay the non-construction costs of providing services to qualified beneficiaries. Details of eligible programs are outlined in 24 CFR 570.201(e). This type of program requires documenting that at least 51% of the people receiving benefits from the CDBG-funded program qualify as being low to moderate income (l/m). Quarterly reports are required for each funded program. The report will include basic beneficiary demographic information such as race and ethnicity and low/mod income statistics. CDBG funds are provided on a reimbursement basis to the funded program following submittal of a draw request with supporting documentation.

TYPE OF PUBLIC SERVICE (CHOOSE ONE OR MORE)

- | | |
|---|--|
| <input type="checkbox"/> 05A Senior Services | <input type="checkbox"/> 05B Handicapped Services |
| <input type="checkbox"/> 05C Legal Services | <input checked="" type="checkbox"/> 05D Youth Services |
| <input type="checkbox"/> 05E Transportation Services | <input type="checkbox"/> 05F Substance Abuse Services |
| <input type="checkbox"/> 05G Battered and Abused Spouses Services | <input type="checkbox"/> 05H Employment Training |
| <input type="checkbox"/> 05I Crime Awareness | <input type="checkbox"/> 05J Fair Housing Activities |
| <input type="checkbox"/> 05K Tenant/Landlord Counseling | <input checked="" type="checkbox"/> 05L Child Care Services |
| <input type="checkbox"/> 05M Health Services | <input type="checkbox"/> 05N Abused/Neglected Children Services |
| <input type="checkbox"/> 05O Mental Health Services | <input type="checkbox"/> 05P Screening for Lead Paint/Lead Hazards |
| <input type="checkbox"/> 05Q Subsistence Payments | <input type="checkbox"/> Other: |

PROGRAM HISTORY

- a. Is this a new program? ☐ Yes ☒ No
- b. If no, can you document that there has been a program expansion or quantifiable increase, such as an increase in the participants to be served? ☒ Yes ☐ No *If "yes" attach documentation and explanation of the increase/expansion.*
- c. Did this program received CDBG funds last year or the year before? ☒ Yes ☐ No
- d. Does this program receive other City funding? ☐ Yes ☒ No
- i. If yes, how much is proposed for 2015 funding? \$ _____
- ii. How much was received last year in City funding? \$ _____

PROGRAM BENEFICIARIES:

CDBG projects must document and report to HUD who has benefitted from the funded program. Documentation includes the total number of beneficiaries, race and ethnicity demographics, and income range. At least 51% of beneficiaries must qualify as being low to moderate income using HUD's income guidelines. Please answer the following questions regarding program beneficiaries:

- a. Will your program exclusively serve persons who are considered to be "presumed" low/mod in one or more of the following categories: Abused children, elderly persons, battered spouses, homeless persons, adults with a severe disability, illiterate adults, or persons with Aides? ____ Yes ____ ☒ No
If "no", please move to the next question.

If yes, please show the number of San Marcos persons expected to be served in each category if the program is funded:

Category	Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adult	Illiterate Adults	Persons with Aides
Number Assisted							

If this is an existing program, how many San Marcos persons were served last year in each category?

Category	Abused Children	Elderly Persons	Battered Spouses	Homeless Persons	Severely Disabled Adult	Illiterate Adults	Persons with Aides
Number Assisted							

- b. For all persons who do not fit the "presumed clientele" categories listed in "a" above, it will be necessary to document the family's income. If you answered "yes" in "a" above, skip this question.

Please show the number of San Marcos persons expected to be served between October 1st and September 30th in each category if the program is funded:

Children/Youth	Adults
125	

If this is not a new program, please show the actual number of San Marcos persons served in each category last year: (2013 program year)

Children/Youth	Adults
107	

Line Item Budget Form

NOTE: CDBG funds cannot be spent or obligated until final environmental clearance for the project has been obtained. HUD has interpreted "obligated" to mean that we cannot execute contracts or take bids as that will "obligate" funds. The environmental review is generally prepared by the CDBG staff.

Budget Item (Use of Funds)	CDBG Funds	Other Funds	Funding Source
Public Service Programs			
PARD Scholarships Program	\$12,750.00		
Construction / Clearance Projects			
Environmental Review Costs			
Professional Services			
State/Federal Permit Fees			
Construction Hard Costs			
Demolition / Clearance Hard Costs			
Project Soft Costs (publications, etc.)			
Housing Programs			
BUDGET TOTAL			\$12,750.00

Project Implementation Schedule

NOTE: The first activity should be environmental review. Projects that do not impact the physical environmental generally take about 3 weeks – this would include public services, professional services, homebuyer assistance.

Projects that will potentially have a physical impact on the environment (construction or demolition, for example) take 45 to 60 days. If the project is located in a FEMA floodplain, add 30 additional days.

Please include reasonable time for procurement activities, including procurement of professional service providers.

Projected Implementation Schedule with Performance Goals			
Activity Description	Start Month/Year	End Month/Year	Performance Measurement Goal
<i>Example: Procurement of Architect</i>	<i>October</i>	<i>November</i>	<i>Contract executed</i>
Program begins and ends (see attached description for details)	October 2015	September 2016	Number of low-to-moderate income children who receive a scholarship

PARD Scholarships Program

Project Summary:

The goal for this year's CDBG application is to continue our existing program that provides fee scholarships for low/mod income families. Last year, we reduced the total amount per child from \$250 to \$150 to increase the number of children participating in PARD recreational programs during the year. We believe having the families contribute 50% of the fee creates more "buy-in" from the participants when they have funds invested.

We are requesting funding to continue the program at the same level as last year (\$12,750). We expect to serve 125 children. The target population is children of low-income families who live within the city limits of San Marcos. We also offer the scholarships to any child who attends SMCISD. This scholarship program allows families who might not otherwise be able to send their children

This year's scholarship program will continue to provide half of costs, up to \$150 per child, to be used for any of the 29 fee-based PARD Recreational and Out-of-School Programs. The parents choose one or more activities and pay half of the cost per child, up to \$150.

The scholarship being offered can be used for PARD Recreational and Out-of-School programs such as: Summer Fun, Jr. NBA and WNBA Basketball, Fall and Summer Slam Volleyball, Swim Lessons, Flag Football, Snake League Soccer, Pre-Engineering with LEGO, River Rats Nature Camp, Afternoon Drop-Off Program, Creature Crawl, Fin and Feather Camp, and Mayhem Camp.

Examples of a PARD scholarship eligible programs are: (a) Summer Fun at \$250 for eight weeks, (b) Flag Football at the new 5-Mile Dam Soccer Complex at \$40 for 7 weeks, and (c) San Marcos Youth Baseball/Softball at \$80 per child for 10 weeks. Eligible families will pay ½ of that fee and the scholarship will pay the remainder.

A complete list of all fee-based PARD Recreational and Out-of-School programs is available in the 2015 Spring/Summer Activity Guide. We would be happy to provide a hard copy upon request.

**CERTIFICATION REGARDING LOBBYING FOR
CONTRACTS, GRANTS, LOANS,
AND COOPERATIVE AGREEMENTS**

I certify, to the best of my knowledge and belief, that:

1. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form - "*Disclosure Form to Report Lobbying*", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

GENERAL CERTIFICATIONS

This project will minimize displacement of persons as a result of activities assisted with CDBG funds. In the event that displacement of residential dwellings will occur in connection with a project assisted with CDBG funds, the City will create and follow a residential anti-displacement and relocation assistance plan

The program will be conducted and administered in conformity with the Civil Rights Act of 1964 (42 U.S.C. Sec. 2000a *et seq.*) and the Fair Housing Act (42 U.S.C. Sec. 3901 *et seq.*), and that it will affirmatively further fair housing, as specified by TCDP.

I certify that to the best of my knowledge and belief that the certifications, information, exhibits, and schedules contained in this application are true and accurate statements.

William Ford
Signature

Date Signed: 3-9-15

Printed Name / Title: William Ford / Assistant Director of Community Services – Parks and Recreation