



CITY OF SANTA MARIA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
HOME INVESTMENT PARTNERSHIPS PROGRAM
FISCAL YEAR 2012-13

INSTRUCTIONS FOR NOTICE OF FUNDING AVAILABILITY (NOFA)
ISSUED 12/30/2011
APPLICATION DEADLINE FEBRUARY 10, 2012

During Fiscal Year 2012-13, Federal grant funds will be available under the Community Development Block Grant Program and the HOME Investment Partnerships Program. Both of these Federal grant programs are administered by the U.S. Department of Housing and Urban Development (HUD).

For Fiscal Year 2012-13, the City anticipates receiving approximately \$1,010,533 in CDBG funds and \$30,000 in program income. Of this amount, \$151,580 will be available for **public services** and \$656,847 will be available for **capital development projects**. In addition, approximately \$291,255 (includes \$191,255 in FY 2012-13 estimated allocation and \$100,000 from a FY 2010-11 cancelled project) in **HOME monies** will be available for **affordable housing projects**.

Any individual, group or organization wishing to apply for 2012-13 funds must complete and submit the original and twenty-five two-sided, 3-hole punched, paper clipped copies of the application form. PLEASE DO NOT HOLE PUNCH OR STAPLE THE ORIGINAL. Please do not attach cover letters, supplementary information or letters of support to the application. Please submit only those attachments requested as part of the application. No other supplementary information will be accepted. Please do not use binders or special covers. The application may not exceed 10 pages excluding the required attachments. Please use 12 point font size or larger. All applications must be typed. Handwritten applications will not be accepted.

A separate application form must be submitted for each proposed program, project or activity. However, if you are applying for the same program, project or activity under more than one source of funding only submit one application and indicate the multiple sources of funding on the budget form. There are three application forms, one for **CDBG capital development projects**, one for **CDBG public service activities**, and one for **HOME affordable housing projects**. In addition to printed copies, the application forms are available on disk or can be electronically mailed. Copies of the Federal Guidelines for Eligibility, the current HUD Income Limit Schedule, the City's criteria, and the current priorities are attached to assist the applicant in determining if a particular project or activity is eligible for funding. After receiving the applications, the Block Grants Advisory Committee will evaluate the applications, rank the project proposals and make recommendations for funding. **Please note that the City Council has directed the Advisory Committee to give priority to City of Santa Maria Capital Projects.**

The deadline for submittal of completed applications is Friday, February 10, 2012, by 5:00 p.m.

All applications and comments must be submitted to the Special Projects Division office located at City Hall, 110 East Cook Street, Room #2, Santa Maria, CA 93454. Applications will be stamped with the date and time received to verify that they have met the deadline.

A MANDATORY pre-application workshop to assist applicants in preparing an application will be held on Wednesday, January 11, 2012, at 10:00 a.m. in Shepard Hall at the Santa Maria Public Library, 421 South McClelland, Santa Maria, CA. If you have any questions, please contact the Special Projects Division at (805)925-0951, extension 118.

