

NYS Consolidated Funding Application # 134956
Organization Name: Mohawk Valley EDGE
Project Name: Oneida County Microenterprise 2024
City: Utica **State:** NY

Created on
April 5, 2024 - 12:30 PM
Application finalized on
April 5, 2024 - 12:27 PM

Region

Mohawk Valley

Questionnaire Questions & Answers

Location

HCR - Community Development Block Grant (CDBG) - Business Expansion and Start-up (BEST)

Q_3527 US Congressional District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

22

Q_928 Project Street Address: Please input the project street address (**Street Number and Street Name only**).

If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

800 Park Ave

Q_565 Project City

Utica

Q_972 Project county or counties.

Oneida

Q_568 Project State

NY

Q_572 Project Latitude (This question's value will be filled automatically, based on the project address, when the application is finalized.)

43.09935708300003

Q_573 Project Longitude (This question's value will be filled automatically, based on the project address, when the application is finalized.)

-75.23021946099993

Q_184 NYS Assembly District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

119

Q_190 NY Senate District where the project is located. (This question's value will be filled automatically, based on the project address, when the application is finalized.)

53

Q_1034 Project ZIP Code. (please use ZIP+4 if known)

13501-2939

Q_616 For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

This program will be administered to businesses county-wide, outside of the entitlement communities of Utica and Rome.

Basic

General Project Information

Q_549 Type of Applicant (select all that apply)

County

Applicant

	Answer
Organization Legal Name	Oneida County
Applicant First Name	Anthony
Applicant Last Name	Picente
Street Address	800 Park Ave.
City	Utica
State	NY
Zip Code (use ZIP+4 if known)	13501-2939

Telephone Number (include area code) 315-798-5800

Email Address ce@ocgov.net

Contacts

	Primary Contact	Contact Authorized to Execute Contract if Awarded	Additional Contact
First Name	James	Anthony	Timothy
Last Name	Genovese	Picente	Fitzgerald
Title	Commissioner of Planning	County Executive	Vice President of Economic Development
Organization	Oneida County	Oneida County	Mohawk Valley EDGE
Street Address	321 Main St.	800 Park Ave.	584 Phoenix Drive
City	Utica	Utica	Rome
State	NY	NY	NY
ZIP Code	13501	13501	13341
Telephone Number	315-798-5710	315-798-5800	315-338-0393
Email Address	jgenovese@ocgov.net	apicente@ocgov.net	tfitzgerald@ocgov.net

Q_4199 Please select the primary sector or characterization that best defines this project.

Business Development

Q_4198 Please select the secondary sector or characterization that best defines this project.

Business Development

Project Description

Q_575 Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

The project will be a microenterprise grant program offered to applicants either starting or expanding a microenterprise within non-CDBG entitlement areas of Oneida County. Projects within the manufacturing, distribution, agri-business, high-tech, R&D, and traditional and innovative small business sectors will be considered. Grant amounts can range from \$5,000 - \$35,000 based upon need and available funding. A minimum of one

LMI job must be created for each grant; that job can also be the owner of the business if that individual can be certified as LMI. Funding can be awarded for the purchase of capital assets such as real estate, buildings, machinery and equipment and working capital. Utilization of funds must be eligible pursuant to the CDBG program guidelines. Grant funding may comprise as much as 90% of eligible project costs, while owner equity must constitute at least 10% of total project costs. Disbursement of funds will be on a reimbursement basis. At least eight (8) LMI full time equivalent jobs are expected to be created as a result of this program, and at least 50% of the total program funds will be awarded to applicants considered as "startup" microenterprises.

Q_976 Statement of need: Provide a brief summary of the need for the project in the geographic area proposed and the project's financing needs, including funding gaps of the proposed project.

Microenterprise businesses - especially startups - often encounter barriers to raising capital during the startup or growth phases, due to a lack of personal equity or available credit as well as physical collateral. Grants from this program are aimed to provide businesses with the opportunity to leverage additional business capital from traditional commercial lending sources, economic development organizations and municipalities, as they will provide necessary capital for startup and existing microenterprises in Oneida County. This program is anticipated to assist at least five (5) micro-enterprises and lead to the creation of at least five (5) new FTE jobs.

Q_929 Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

Project has been successfully implemented four times prior to this application; project documentation and templates are updated and ready for use

Q_580 Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

NA

Q_12606 Does this project require State and/or Federal Environmental Review?

Yes

Q_2364 What is the status of State and/or Federal Environmental Review?

(This question is associated with your answer selection in question: [Q_12606](#))

The Tier I Environmental Review will be submitted with the application

Q_12607 Please indicate the lead agency (if applicable).

(This question is associated with your answer selection in question: [Q_12606](#))

No Answer

Q_12604 Has a National Environmental Policy Act (NEPA) Record of Decision been issued?

No

Prior CFA Funding

Q_12625 Has the applicant or project been awarded funding in prior CFA rounds?

Yes

Q_2362 What were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

(This question is associated with your answer selection in question: [Q_12625](#))

106379

Q_4160 For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

This program depends entirely on CFA funding; if CFA funds are not secured, there will be no Oneida County Microenterprise Grant program offered in 2024 & 2025.

Standard Question

HCR - Community Development Block Grant (CDBG) - Business Expansion and Start-up (BEST)

Q_13186 Provide a project abstract. The abstract must include formal applicant name, location of project, amount of request, business to be assisted, jobs to be created and general purpose of project. Sample text: [City, Town, Village, County Name] will use \$200,000 in NYS CDBG funds to assist in the establishment of [Program Name]. The total program cost will be \$225,000 with \$25,000 from owner equity. The program proposes to assist 10 microenterprises, of which 5 will be owned by LMI owners. Additionally, the program proposes to create 5 full-time LMI jobs.

Oneida County will use \$200, 000 in NYS CDBG funds to establish the Oneida County Micro-enterprise Grant Program. The total program cost is expected to be \$216, 400 - with at least \$16, 400 from owner equity. The program proposes to assist 6 micro-enterprises, of which 3 will be owned by LMI business owners. Additionally, the program proposes to create 5 full-time LMI jobs.

Q_14550 I understand that all CDBG-funded economic development activities must meet HUD underwriting guidelines for evaluating project costs and financial requirements. See question requirements for additional guidance.

Yes

Q_14553 Please provide the Unique Entity ID for the Unit of Government serving as the Applicant.

Q_14554 Is the proposed project a Stand-Alone or Microenterprise activity? Applicants must propose assistance under one category, and only one type of assistance will be awarded for the proposed project. Please read Question Help for guidance.

Microenterprise

Q_14573 Provide a detailed explanation of the project need and impact.

The description should be specific and provide sufficient detail concerning:

the nature, scope, location, and purpose of activities that will be addressed by the proposed project and coordination of related activities;
any past efforts to resolve the needs identified;
any limitations on funding or other resources to address the need identified;
why the proposed project is the best approach to addressing the need identified; and
quantifiable information, such as how CDBG funding will be provided to the beneficiary (loan, grant, terms, etc.); impact on residents, suppliers or end users, etc.

Oneida County has previously and successfully administered four such microenterprise programs, which have assisted a total of 23 businesses. Those previous programs leveraged the business development efforts of entities such as Mohawk Valley EDGE, the Mohawk Valley SBDC, MVCC's thINCubator, and Cornell Cooperative Extension, to offer a comprehensive incentive package including educational/training and financial services. Through the collective work of the aforementioned partners, it is acknowledged that there remains a need to provide financial assistance - along with educational/training assistance - to the smallest of businesses in our community, including start-ups, to ensure their success. Most microenterprises are cash strapped, especially when considering capital purchases and significant business expansions involving employment growth and/or market development. EDGE utilizes a myriad of other financing tools, but all are either repayable gap loans or capital leases. Those options often do not address the immediate and initial capital needs afforded through grant funding. Such grant funding is often also used to leverage additional commercial or economic development loans or lines of credit to fully supply the firm's capital needs. The proposed program will offer grants in an amount ranging from \$5,000 to \$35,000 to meet the needs of the awarded businesses, at an amount deemed to be the minimum necessary to ensure the success of the business.

Q_14572 Provide a brief description of the community's economic development needs including a discussion of economic trends and the community's plan to address the needs identified.

Refer to the Help section for a detailed list of information required to answer the question completely.

Oneida County has come a long way in the past decade in stabilizing itself economically, and realizing actual economic growth. New investments in both advanced technologies and legacy industries have made Oneida County a world leader in several sectors, including nanotechnology, advanced communication systems, and metals manufacturing. Business closure has been replaced with job growth and positive momentum. Wages have grown, and unemployment rates remain low. However, not all indicators are positive. The region's labor force participation rate remains stubbornly low, meaning that many people are on the sidelines of this community's workforce, which has resulted in persistent poverty. Additionally, some sectors and business classes continue to struggle in our community, such as small farms and small manufacturers, due to many macroeconomic factors such as inflation, globalization, labor

shortages, and a changed economy in a post-COVID world. Additionally, while wages have grown in the region, the median household income still sits well below the median of New York State, as well as neighboring communities.

The proposed microenterprise program is aimed at creating all types of new jobs, including entry-level positions that can get people "off the sidelines" and into the workforce, and at encouraging entrepreneurship, which gives individuals and families the opportunity to create new wealth and experience positive economic mobility.

Q_14571 Explain the proposed NYS CDBG program budget. Identify each of the estimated costs, including the source of the funds and proposed use: purchase of machinery and equipment, working capital, new construction, building renovation, etc. For each source identified, indicate whether the source is formally committed or pending approval. Please be specific, and list each source in a consistent format.

This explanation of your program budget must be consistent with the budget table included in this application, as well as the Proposed Project Financing and Lien Form included as an attachment to this application. If a source is identified as committed, the applicable commitment letter must be attached where requested in the application.

All applicant micro-enterprises are required to commit at least 10% of their approved project costs; in aggregate, that commitment will total \$17,100. Each applicant's equity commitment is included as part of the program application packet. Additional commitments for funding from commercial banks or other financing entities will also be garnered prior to any grant award. Additionally, bridge funding must be secured for any grant funds allocated to an eligible project. Those bridge funds may come from additional equity or financing, with the source being identified prior to any grant award. Grant funding awarded under this program may be used for the purchase of any capital asset, including buildings, machinery and equipment, or furniture and fixtures. Funds may also be used for working capital needs. Grant funds will not be reimbursed until all job creation goals have been met, so there will be no need to perfect any lien under this program, nor secure collateral as a condition to the grant award. Grant awards will be awarded at a minimum of \$5,000, but may be as high at \$35,000 per eligible applicant. Funding will be awarded based upon the minimum necessary, as deemed by the grant committee, to complete the project and also with the program goal to spread the program's available financial resources over as many eligible projects as possible. Grant applications will be reviewed on a first-come, first-served basis in order to distribute funding as early as possible in the term of the program award to Oneida County.

Q_14574 Please identify and explain any components of the proposed project that have been started as of the submission of this application, as well as any subsequent activities that are part of the total project. Indicate the actual or anticipated start and end dates for all of the activities.

Please note: If any project costs, regardless of their funding source, are incurred prior to the CDBG award date and the approval of the Request for Release of Funds by the Office of Community Renewal, the entire project may be deemed ineligible for NYS CDBG funds.

All components of this project are included in the application being submitted. No work or associated costs will be incurred prior to or subsequent from the identified project.

Q_14575 Describe efforts to secure alternative or additional funds from all appropriate public or private sources available to assist in financing the proposed activity. In detail, explain the impact of the NYS CDBG funds on the total cost of the project and the beneficiaries (e.g. lack of other sources of funding). List the sources of cost estimates (where appropriate, project costs should be as recent as possible and documented by a qualified third party). If the project is subject to review or provided funds by other agencies, organizations, or authorities, what is the status of any on-going consultations?

Mohawk Valley EDGE, the sub-recipient for economic development grant funds from Oneida County, considers grant funds through the NYS Department of Homes and Community Renewal to be a unique and indispensable tool for economic development. Most microenterprises are cash strapped, especially when considering capital purchases and significant business expansions involving employment growth and/or market development. EDGE has secured and utilizes a myriad of financing tools, but all are either repayable gap loans or capital leases. Those options often do not address the immediate and initial capital needs afforded through grant funding. Such grant funding is often also used to leveraging additional commercial or economic development loans or lines of credit to fully supply the firm's capital needs. EDGE is not aware of other sources to secure such grant funding, especially under the terms and conditions offered through this program

Q_14563 Provide a detailed description of the program delivery and administration tasks required to undertake this project including who will undertake these tasks, the costs associated with the tasks, and how the costs were determined. Provide the actual amount of program delivery and administrative funds allocated to the project from the State CDBG funds requested.

Oneida County, through its Planning Department, will assume responsibility for administrative duties including, but not limited to: costs associated with the Environmental Review Record for the overall project (including the release of funds), submission of required reports to NYSOCR, draw down requests for funds, and periodic monitoring of Mohawk Valley EDGE. The amount of these administrative costs will be a maximum of \$11,000. These costs were determined by using employee wages. Mohawk Valley EDGE, through an agreement with each microenterprise business and Oneida County, will provide program delivery for the project. These duties include, but are not limited to: preparation of closing documents, legal fees, review of project documentation, and any other professional services required to deliver the program. The amount of these Program Delivery costs will be a maximum of \$18,000. The costs were determined using employee wages fringe benefits.

Q_14570 Will the proposed project generate CDBG program income?

Refer to the scoring tips for additional guidance.

No

Q_14576 Describe how the applicant and business will comply with the job reporting requirements contained in the NYS OCR Grant Administration Manual.

Oneida County will monitor Mohawk Valley EDGE for compliance with job reporting for the Microenterprise Grant Program and will include all reports of job creation on the Annual Performance Report and the Semi-Annual Project Status Report as required by NYSOCR. Job creation documentation is required before any reimbursements will be requested by the microenterprise business. This documentation includes a Family Income Form to be completed by the employee hired and/or the business owner.

Q_14564 How will the proposed project comply with the NYS CDBG Microenterprise Program Guidelines? Address each guideline specific to the activity being proposed individually in your response.

(This question is associated with your answer selection in question: [Q_14554](#))

Oneida County's Microenterprise Grant Program will comply with the NYS CDBG Economic Development Program Guidelines as outlined:

- The amount being requested is \$200,000, which is the maximum total allocation for which a community can apply.
- a minimum of 50% of the total allocation (less grant administration) will be awarded to start-up businesses.
- NYS CDBG Microenterprise funds will be allocated as a grant to each microenterprise.
- Grant assistance to an individual microenterprise will be between \$5,000 and \$35,000.
- Each microenterprise assisted will create at least 1 LMI FTE job or the owner of the microenterprise will qualify as LMI.
- At least 51% of the jobs created by each microenterprise will benefit LMI persons.
- Grants will not exceed 90% of the total project cost to assist in the start-up or expansion of a microenterprise.
- A minimum of 10% owner equity contribution to each project will be required.
- Each Microenterprise owner will complete an approved entrepreneurial assistance or small business training program prior to receiving CDBG Microenterprise grant funds. The costs for this training will be provided through the grant, if necessary.

All of the above listed guidelines are included in our Program Design Plan.

Q_14565 How will the Microenterprise Program meet the requirement that at least 50% of the total CDBG award (less grant administration costs) must fund start-up businesses? A start-up business is defined as a business that has been in operation for less than 6 months prior to submitting their application to the NYS CDBG Microenterprise Program.

(This question is associated with your answer selection in question: [Q_14554](#))

Project solicitation, project underwriting, and grant committee recommendations and approvals will be made in such a way that at least 50% of the total CDBG award will be made to startup businesses.

Q_14566 Describe how the applicant will evaluate potential microenterprise projects according to the required underwriting guidelines for evaluating project costs and financial requirements. Applicants are required to establish scoring criteria for the selection of microenterprise applicants. The scoring criteria serve as an evaluation system for selecting the most qualified and capable applicants and must describe strategies for providing resources to underserved communities and business owners.

Address each of the underwriting guidelines below in your response:

1. That project costs are reasonable;
2. That all sources of project financing are committed;
3. That to the extent practicable, CDBG funds will not be substituted for non-federal financial support;
4. That the project is financially feasible;
5. That to the extent practicable, the return on the owner's equity investment will not be unreasonably high; and
6. That to the extent practicable, CDBG funds will be disbursed on a pro rata basis with the other financing.

Please be specific as to what information and/or documentation will be required from microenterprise applicants and what types of analysis will be performed.

(This question is associated with your answer selection in question: [Q_14554](#))

Mohawk Valley EDGE provides all program delivery services to the project; they will

secure applications, provide underwriting services and grant servicing to all grant recipients. Projects are solicited through an application process, which includes an applicant's supporting documentation and substantiation for all project costs, a business plan narrative outlining the specific project being undertaken, and a financial pro-forma for three years including annual income statements, balance sheets and cash flow statements for each projected year. Applicants which are existing businesses must also provide their most recent three years' Federal income tax returns and financial statements.

Interim financial statements for the current year are also requested along with each owner's previous three years of personal Federal tax returns [for all applicants]. Credit reports are also reviewed; any recent credit documentation supplied by the applicant or a banking institution involved with the project can be substituted.

EDGE will undertake a financial and programmatic analysis to determine the project's eligibility, feasibility [financial and management capacity] and financial need for assistance. Sensitivity analyses are also undertaken to understand the implications of critical project assumptions. All funding sources and uses are reviewed as well as evidence of the applicant's equity contribution. Grant funds will be the minimum amount deemed necessary to facilitate the project's completion. All grant funds are provided pro-rata and in arrears, so that CDBG funds are the final sources of funding into a project and that all pledged capital investment and job creation goals have been met. Provision must also be made in the financial pro-forma to accommodate any bridge financing needs to pay outstanding costs in anticipation of grant funding.

Q_14567 What is the estimated number of jobs that the proposed Microenterprise Program will create? Please note job retention is not eligible under the NYS CDBG Microenterprise Program.

(This question is associated with your answer selection in question: [Q 14554](#))

4

Presubmission Contact Information

	Preparer	Subrecipient (If applicable)
Contact Name	Amy Heiderich	Tim Fitzgerald
Title	Senior Planner	VP Economic Development
Organization	County of Oneida - Department of Planning	Mohawk Valley EDGE
Address	321 Main St	584 Phoenix Drive
Zip Code	13501	13441
Telephone	315-798-5539	315-338-0393
Email	aheiderich@ocgov.net	tfitzgerald@mvedge.org

CDBG Project Timeline

	Projected Start Date	Projected End Date
Grant Agreement Execution	2024-04-30	2024-06-28
Environmental Review	2024-04-30	2024-06-28
Project Activities	2024-07-01	2025-12-31
Reimbursement Requests	2024-08-30	2025-12-31
Hiring and Job Reporting	2024-08-01	2025-12-31
Contract Completion		2026-01-30

Business Information

Full legal name of business	Several
Number of business owners	Unknown
How many own 20% or more?	Unknown
Date of Establishment	2024-01-01
Current number of employees	Unknow
Business Zip Code	Several
North American Industry Classification System (NAICS)	Unknow

Q_14577 I certify that I understand that, once awarded, all persons applying for a job, not just those categorized as LMI, are required to fill out a Family Income Form and that these forms should be maintained within the files. The Family Income Form is available in the link below.
<https://hcr.ny.gov/community-development-block-grant-economic-development-program>

Yes

Q_14580 I understand that NYS Homes and Community Renewal may require additional project information or modifications to the original project proposal as a condition of award.

Yes

Q_14579 By entering your name in the box below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving Assistance for the project described in this application, are true, correct and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

Anthony J. Plcente, Jr.

Q_14578 By entering your name in the box below, you certify and agree that you are authorized on behalf of the applicant and its governing body to commit the applicant to comply with the requirements of Article 15-A of the New York State Executive Law: Participation By Minority Group Members and Women With Respect To State Contracts by providing opportunities for Minority-owned Business Enterprise (MBE)/Woman-owned Business Enterprise (WBE) participation. You further certify that the applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

Anthony J. Picente, Jr.

Net New Jobs

No job answers necessary due to your associated programs.

Qualified Investments

No investment answers necessary due to your associated programs.

Total Project Cost

Total project cost: \$ 200,000

Funding Requested from Program

Program	Amount Requested
HCR - Community Development Block Grant (CDBG) - Business Expansion and Start-up (BEST)	\$ 200,000 maximum funding allowed: \$750,000 minimum funding allowed: \$25,000

Program Budget

HCR - Community Development Block Grant (CDBG) - Business Expansion and Start-up (BEST)

Use	Source	Status	Amount	Indicate Source / Comments
Microenterprise Assistance	State	Anticipated	\$171000	
Administration	State	Anticipated	\$11000	
Project Delivery	State	Anticipated	\$18000	

Attachment Questions & Answers

HCR - Community Development Block Grant (CDBG) - Business Expansion and Start-up (BEST)

Q_13140 Pre-Submission Form Certification

Signed Pre-submission certification form.pdf
[Download](#)

Q_13141 Preliminary Budget Table
<https://hcr.ny.gov/community-development-block-grant-economic-development-program>

Signed Preliminary budget table.pdf
[Download](#)

Q_14396 Job Creation/Retention Table
<https://hcr.ny.gov/community-development-block-grant-economic-development-program>

2024 Oneida County Micro pre-submission-job-creation-table.pdf
[Download](#)

Project Type Selection

Q_14399 Choose the applicable activity type. Only questions and requests for attachments associated with that project type will appear below

Microenterprise

Q_14408 Program Design Plan.

(This question is associated with your answer selection in question: [Q_14399](#))

ME Program Design Plan - FINAL.pdf
[Download](#)

Q_14409 Entrepreneurial training program syllabus.

(This question is associated with your answer selection in question: [Q_14399](#))

SBDC Training Programming.pdf
[Download](#)

Q_14410 Draft program application and any other applicable forms that are to be completed by each microenterprise program applicant.

(This question is associated with your answer selection in question: [Q_14399](#))

EDGE NYS DHCR Grant Application_FINAL.pdf
[Download](#)

Q_14412 List of grant committee members and experience (Grant committee is a panel chosen by the

applicant to review grant applications and to make recommendations and/or approval of grant awards)

(This question is associated with your answer selection in question: [Q 14399](#))

2024 Oneida County Microenterprise Grant Program Staff.pdf
[Download](#)

Q_14411 Draft Grant Agreement Between Recipient and Business(es).

EDGE GDA + other forms FINAL.pdf
[Download](#)

Q_14413 Documentation for all third party costs. See question requirements for additional guidance.

no additional third party costs other than training.pdf
[Download](#)

Q_14414 If the applicant has already entered into an agreement with a qualified Not-for-Profit subrecipient, please attach a Vendor Responsibility Questionnaire (VRQ). This may include, but is not limited to, a Local Development Corporation or other non-profit partner that may have an administrative role in the administration of the grant.

No attachment, cannot upload

Q_14416 Citizen Participation Compliance Materials Note that If the required documents are not submitted with the application, it may be deemed ineligible. Refer to the question requirements for additional guidance. Materials must include the following: • Evidence of conspicuous public posting • Public hearing notice • Affidavit of publication of public hearing notice • Public hearing minutes/evidence of a full quorum Full applications must be submitted within six (6) months of the public hearing. Beyond six (6) months, the applicant must hold an additional hearing.

Combined Citizen Participation 2024 ME.pdf
[Download](#)

Q_14581 As an attachment, upload a draft Environmental Review Record. See question requirements for additional guidance.

CFA # 134956_Environmental Review Record for Submission.pdf
[Download](#)

Q_14417 Written documentation of support for the project. This could include support letters or other third-party description of need.

Combined Letters of Support.pdf
[Download](#)

Q_14418 Applicant Certification Form

Certification Form.pdf
[Download](#)

Q_14420 Program Income Report Form

Program Income Report.pdf
[Download](#)

Q_14421 Project Team

8-1_project-team-12-2023.pdf
[Download](#)

Q_14422 Civil Rights - Documentation of Affirmatively Furthering Fair Housing compliance. See question requirements for additional guidance.

Fair Housing Letter.pdf
[Download](#)

Q_14423 Civil Rights - Documentation of Section 3 compliance. See question requirements for additional guidance.

Attachment J - Section 3 Participation Plan - Oneida County.pdf
[Download](#)

Q_14424 Commitment letter(s) from all other funding sources, including proposed terms. This documentation must evidence the availability of all funds including owner equity.

Funding Commitment Narrative.pdf
[Download](#)

Q_14425 Documentation of unsuccessful attempts at pursuing non-CDBG funding sources
Refer to question requirements for additional guidance.

Other grant funding options.pdf
[Download](#)

Q_14415 If the project includes improvement of municipal infrastructure necessary to stimulate business expansion and job creation, attach the Smart Growth Compliance Form.

No attachment, cannot upload

Legend

[x] = Expired Program