



*City of*  
**JURUPA VALLEY**  
*California*

**TO: INTERESTED ORGANIZATIONS**

**DATE: June 5, 2018**

**SUBJECT: 2018-2019 PUBLIC SERVICES GRANT APPLICATION**

**PURPOSE**

The City of Jurupa Valley is accepting applications from existing tax-exempt California nonprofit corporations operating within its jurisdiction that provide public services eligible under the federal Community Development Block Grant (CDBG) program. Grants funds will be provided for the timeframe of July 1, 2018, through June 30, 2019 (Fiscal Year 2018-2019).

A total of \$75,000 in CDBG funds may be available on a competitive basis for public services for Fiscal Year 2018-2019.

**PLEASE NOTE** – The submission of a Public Service Grant Application **IS NOT** a guarantee of funding. All funding requests are subject to the City receiving a CDBG allocation from the U.S. Department of Housing and Urban Development (HUD). **All requests for CDBG funds will be considered with respect to current City priorities.**

Grants are subject to the approval of the City Council. The City reserves the right to reject any and all applications. The City also reserves the authority to make mid-year adjustments and/or re-establish priorities for the expenditure of CDBG funds which may impact public service grants.

**ELIGIBLE POPULATIONS TO BE SERVED**

The provision of public service is a CDBG-eligible activity provided a minimum of seventy-percent (70%) of the program’s beneficiaries are low- and moderate-income persons as defined by HUD. Current HUD income limits, adjusted for household size, are as follows:<sup>1</sup>

<b>Household Size</b>	<b>1 Person</b>	<b>2 Persons</b>	<b>3 Persons</b>	<b>4 Persons</b>	<b>5 Persons</b>	<b>6 Persons</b>	<b>7 Persons</b>	<b>8 Persons</b>
<b>Annual Income Limit</b>	\$37,750	\$43,150	\$48,550	\$53,900	\$58,250	\$62,550	\$66,850	\$71,750

<sup>1</sup> Income limits are adjusted annually by HUD and may be increased or decreased prior to the beginning of (and during) the grant period.

The clientele groups listed below are presumed to be eligible for CDBG-funded services regardless of income; however, **documentation of presumed beneficiary status is required:**

- Abused children
- Battered spouses
- Adults with disabilities
- Persons with HIV/AIDS
- Homeless persons
- Illiterate adults
- Migrant farm workers
- Elderly persons (62 years of age and older)

### **INSURANCE REQUIREMENTS**

Organizations awarded grants will be required to maintain insurance coverage for the term of the grant:

- Comprehensive general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate.
- Automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate.
- Workers' compensation insurance as required by the State of California. Grant recipients agree to waive, and to obtain endorsements from its workers' compensation insurer waiving, subrogation rights under its workers' compensation insurance policy against Jurupa Valley and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- Additionally, depending on the nature of proposed services, professional errors and omissions (E&O) and/or abuse and molestation insurance may be required. E&O liability insurance must be a policy with limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Said E&O liability insurance must be maintained during the life of an agreement and for three years after completion of the grant. Abuse and molestation insurance coverage limits will be determined at the time an application is submitted for funding consideration.

### **GRANT REQUIREMENTS**

- In accordance with Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, an alien (a person who is not a U.S. citizen or national) may be eligible for assistance only if he/she is a qualified alien (defined in 8 U.S.C. 1641). This means that no entity that receives funds under HUD may knowingly provide HUD assistance to an individual who is not a qualified alien.
- All programs must also comply with local land use and permit/license requirements.
- Grant funding for eligible expenditures will be provided by the City on a reimbursable basis. Expenditures, reimbursements, and accounting practices are subject to applicable federal regulations including:
  - 24 CFR 570.00, et seq.
  - 2 CFR part 200
- Grant reimbursements is also based on an applicant's ability to meet performance goals. Failure to meet goals may result in a reduction in grant reimbursement.

- Programs that provide housing assistance are required to comply with the Residential Lead-Based Paint Hazard Reduction Act. Compliance requires inspection of housing units, control/removal of lead-paint hazards, and clearance testing at the applicant's expense.

#### **APPLICATION SUBMISSION REQUIREMENTS**

1. **Applications must be submitted by 3:00 PM, July 6, 2018.**
  - A. Submit 1 original grant application and all Attachments listed on the cover page of the application form. Application must be directed to **Sean McGovern**, at **Jurupa Valley City Hall, 8930 Limonite Ave, Jurupa Valley CA 92509**. Applications may not be submitted via facsimile.
  - B. Submit the application in Microsoft WORD format via email to Sean McGovern at the following email address: [smcgovern@jurupavalley.org](mailto:smcgovern@jurupavalley.org) (do not email supporting documentation). The email version does not need an electronic signature. The same deadline date and time apply to the email application. **An application will be considered late if the electronic version is not submitted by the deadline.**
  - C. Do not submit applications in a binder or presentation folder. All materials should be provided as one-sided copies without staples.
2. Do not submit letters of recommendation or program information such as flyers or brochures. Only submit information required (see application coversheet checklist).
3. No deadline extension will be granted - late submissions **will not** be considered for funding.

#### **APPLICATION INFORMATION CONTACT**

For additional information regarding this application and process, please contact Sean McGovern at [smcgovern@jurupavalley.org](mailto:smcgovern@jurupavalley.org)