

Community Development Block Grant 2020 Program Year and COVID-19 Funding Joint Application - Submission #5323

Date Submitted: 5/20/2020



**CITY OF SARATOGA SPRINGS**

OFFICE OF COMMUNITY DEVELOPMENT

City Hall – 474 Broadway

Saratoga Springs, New York 12866

Tel: 518-587-3550 x2575 fax: 518-580-9480



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM  
2020 PROGRAM YEAR & CDBG COVID-19 FUNDING  
- Joint Application -

**IMPORTANT**

**2020 CDBG Guidebook**

**\*\*DO NOT attempt to complete this application prior to reviewing the 2020 CDBG Guidebook (link provided above). Questions should be directed to the Community Development Planner at [lindsey.connors@saratoga-springs.org](mailto:lindsey.connors@saratoga-springs.org)\*\***

**Applying for:\***

Regular 2020 CDBG PY  
Entitlement Funding

CDBG-CV CARES ACT  
Funding (COVID-19 related  
activities)

Both/Either

**Activity Name\***

COVID-19 Pandemic Related Needs

**Applicant Organization\***

The Salvation Army-Saratoga

**Address\***

27 Woodlawn Avenue

**City\***

Saratoga

**State\***

NY

**Zip Code\***

12866

**Phone Number\***

(518) 584-1640

**Email Address\***

trisha.smouse@use.salvationarmy.org

**Contact Person\***

Lieutenant Trisha Smouse

**Title\***

Corps Officer/Pastor

**Applicant Type\***

Choose 1

City Department

Non-Profit Organization

Other Public Agency

**List Department\***

**Federal ID #\***

13-5562351

**DUNS #\***

062517941

**Specify\***

**National Objective\***

Choose 1

Benefit persons of low-moderate income

Address slum/blight conditions

Urgent need

**Specify\***

-- Select One --

Choose 1

**Requested CDBG Entitlement Funding\***

0

**Requested CDBG COVID-19 Funding\***

25,000

If zero, please indicate.

If zero, please indicate.

**Funding leveraged from other sources\***

34,188

**Total activity cost\***

59,188

20% of total project costs strongly recommended, but not required. If zero, please indicate.

**Proposal Abstract \***

The mission of the Salvation Army in Saratoga is to serve those with the greatest needs. For over 130 years we have been doing just that every day. The current outbreak is affecting everyone, but none more drastically than those thousands of individuals living in at or below the federal poverty level.

The New York State Department of Labor released earlier that, as of March 28th, initial claims for Unemployment Insurance increased over the past year by 2,674% in New York State.

Numbers for Saratoga County specifically are still unavailable, but we are now seeing individuals and families who have never needed the services of The Salvation Army ever before thanks to this crisis. Close to 70% of these individuals are stating unemployment as the major request for assistance and are turning to us due to the lack of quick government assistance.

Workers who are providing essential services, including the hundreds of self-employed, migrant, seasonal, and undocumented individuals comprise Saratoga County, require additional protection and service, as many do not qualify for government assistance. The Salvation Army of Saratoga is serving food to those individuals via our Emergency Assistance programming and/or mobile distribution when applicable.

The areas we serve within Saratoga City lines are hurting. The Saratoga Area Command of the Salvation Army is proud to submit this funding opportunity for \$25,000 to support our provision of basic needs during these unprecedented times to disadvantaged individuals and households living in Saratoga.

Our greatest need in the immediate is for emergency grants to support our Emergency Assistance Program. The funds provided by the City of Saratoga would go directly to outreach and opportunities for proper hygiene and social distancing among unsheltered homeless population, emergency rental assistance payments to landlords, eviction prevention mortgage payments and food services (pantry support and delivery to high risk populations).

- Outreach and opportunities for proper hygiene and social distancing among unsheltered homeless population – soap, deodorant, razors, masks, gloves, shampoo, clean clothes, laundry soap = \$1,000 (majority would be spent on clothing items)
- Emergency rental assistance - \$400/per family \* 30 families = \$12,000
- Eviction prevention (mortgage payments) - \$500/per family \* 10 families = \$5,000
- Food services (pantry support and delivery to high-risk populations) – \$3,000

Please provide a BRIEF overview of your proposal.

**Persons served\***

250

**This activity is...\***

new

How many low-moderate income persons will be served through this activity?

### Activity Beneficiaries\*

Since the Presidential Disaster declaration the Salvation Army-Saratoga has served 6,314 individuals with outreach and opportunities for proper hygiene and social distancing among homeless population, emergency rental assistance requests, evection prevention requests and food services. Due to social distancing requirements we have not gathered demographic information. We will do so for purposes of this grant. Typically 100% of individuals seeking assistance come from low-moderate income households within a 1 mile radius of our Woodlawn Ave address. In addition we serve eligible sub populations, i.e., domestic violence victims and homeless individuals.

Identify who will benefit from the proposed activity. If the activity is designed to benefit: 1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve. 2) the inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located. 3) a low-moderate income "limited clientele", identify the "limited clientele" group.

### Performance Goals and Indicators\*

1. 3,000 individuals will receive outreach opportunities for proper hygiene and social distancing among unsheltered population. Individuals will receive soap, deodorant, razors, masks, gloves, shampoo, clean clothing, and laundry detergent.
2. Emergency rental assistance will be provided to 30 families, \$400 month x 30 families.
3. Food Services will be provided to 1,000 individuals at the pantry or by mobile means.

Identify your performance goals and the types of indicators you will use to document activity accomplishments and success. (Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, # of businesses assisted, # of jobs saved or created, etc.)

### Activity Timeframe/Schedule \*

The timeframe for this response is May 1, 2020 through September 30, 2020.

Include start, completion dates, and other significant performance stages.

### Required Approvals/Permits\*

N/A

Identify whether the activity requires additional local, state or federal approval (license, permit, design/historic/environmental review, etc.). For construction/site development/land aquisition projects, provide evidence of site control.

### Site Control Documentation (if applicable)

No file chosen

Deed, MOU, purchase contract, etc.

### Organizational Capacity\*

Has your organization been a previous sub-recipient of City CDBG funds and/or any other federal award?

Yes  No

### Organizational Capacity (2)\*

Have these activities been completed and all federal requirements met?

yes  no

### Authorized Electronic Signature Agreement\*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

**Electronic Signature\***

Michael J. Southwick

**Date\***

5/20/2020

**Activity Budget \***

Complete and upload budget forms 1 and/or 2 (provided below) as appropriate. Depending on the activity, the applicant may need to submit one or both of the budget forms. On these forms, identify the amount and sources of leveraged funding for this activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.). Upload copies of funding commitment letters or other evidence of funding support in the space provided. \*In addition, more detailed budgets MAY be uploaded in the space provided. If an architect, engineer, or other personnel have conducted a cost analysis, upload a copy noting the author and date of analysis.

**Budget Form 1 - Proposed Activity Program Operating Budget**[Budget Form 1](#)

Required for public service or economic development activities as applicable. Complete and save to your local computer, then upload below.

**Upload Budget Form 1**
 No file chosen
**Optional: Evidence of Funding Support**

Budget Form 1 - Program Operating Budget.pdf

Proof of leveraged funding (ie. grant award letter, private donation commitment letter, etc.)

**Budget Form 2 - Construction/Site Development Budget**[Budget Form 2](#)

Required for "bricks and mortar" activities (ie. construction, rehabilitation, land acquisition, etc.) as applicable. Complete and save to your local computer, then upload below.

**Upload Budget Form 2**
 No file chosen
**Optional: Detailed Budget/Cost Analysis**
 No file chosen
**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133 -- MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS\*****Organization\***

The Salvation Army-Saratoga

**Mailing Address\***

27 Woodlawn Avenue

**Federal ID\***

13-5562351

**Phone #\***

5185841640

**Fax #****DUNS #\***

062517941

**Please identify your fiscal year (mth/yr to mth/yr):\***

10/19 to 9/20

Please identify below the funding received during your last fiscal year.

## Community Development Block Grant Entitlement Funding (CDBG):

CDBG Activity Name\*

CDBG Pandemic COVID-19 Response Urgent Need

CDBG Program Year\*

2020

CDBG Funding Amount\*

\$25,000

If not applicable, please reply N/A.

## Other Federal Financial Awards (cash & non-cash):

Name & Catalog of Federal Financial Assistance (CFDA)#\*

N/A

Federal Funding Amount\*

0

If not applicable, please reply N/A.

Name & CFDA #

N/A

Federal Funding Amount

Name & CFDA #

N/A

Federal Funding Amount

During your last fiscal year, has your organization expended more than \$750,000 in total federal financial awards (incl. CDBG & all other federal assistance)?\*

Yes

No

Single Audit Report\*

Choose File

No file chosen

Upload a copy of your organization's latest Single Audit Report.

Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? \*

Yes

No

N/A

Please describe:\*

## Other Saratoga County Awards (cash & non-cash):

Program Name\*

N/A

Year\*

N/A

Award Amount\*

0

If not applicable, please reply N/A.

Program Name

Year

Award Amount

Program Name

Year

Award Amount

**Authorized Electronic Signature Agreement\***

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I agree.

Electronic Signature

Date

**-----ENVIRONMENTAL IMPACT & RISK ASSESSMENT FOR NEW CONSTRUCTION PROJECTS-----**  
**----- (INCLUDING EXPANSIONS OF EXISTING BUILDING FOOTPRINTS OR REHAB**  
**PROJECTS OF 75% OR MORE)**

Does your proposed project include new construction, expansion of an existing building footprint, or rehabilitation of 75% or more of an existing building? \*

- Yes
- No

Brief description of project and location. Include size of building, scope of impact, land disturbance, and construction schedule:\*

Location Map\*

No file chosen

upload pdf

Does the project require a permit or approval from any other government agency (local, state or federal)?

- Yes
- No

**Budget Form 1**  
**Proposed Activity Program Operating Budget**

	Entitlement Grant	Leveraged Funding	Total Activity Cost	Source of leveraged Funds and In-Kind Services
<b>PERSONNEL</b>				
Salaries	\$ 5,000.00	\$ 6,000.00	\$ 11,000.00	Restricted donations
Fringe			\$ -	
Other (consultants, etc.)			\$ -	
<i>Subtotal</i>	\$ 5,000.00	\$ 6,000.00	\$ 11,000.00	
<b>OVERHEAD</b>				
Advertising/Marketing			\$ -	
Program Supplies	\$ 1,000.00	\$ 6,000.00	\$ 7,000.00	Restricted donations and Gifts in Kind
Rent & Utilities			\$ -	
Other (please list below)				
Eviction Prevention	\$ 5,000.00		\$ 5,000.00	
Food Services	\$ 2,000	\$ 22,063.00	\$ 24,063.00	Restricted donations and Gifts in Kind
Rental Assistance	\$ 12,000.00		\$ 12,000.00	
<i>Subtotal</i>	\$ 20,000.00	\$ 28,063.00	\$ 48,063.00	
<b>TOTAL COST</b>	<b>\$ 25,000.00</b>	<b>\$ 34,063.00</b>	<b>\$ 59,063.00</b>	