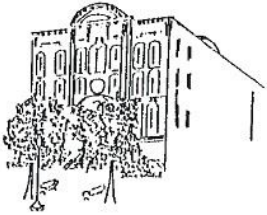


Community Development Block Grant 2020 Program Year and COVID-19 Funding Joint Application - Submission #5341

Date Submitted: 5/22/2020



**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\***

Improved COVID-19 supports for those with I/DD via Doten Avenue Land Acquisition

**Applicant Organization\***

AIM Services, Inc.

**Address\***

4227 Route 50

**City\***

Saratoga Springs

**State\***

NY

**Zip Code\***

12866

**Phone Number\***

5185873208

**Email Address\***

lstpierre@aimservicesinc.org

**Contact Person\***

Lauren St. Pierre

**Title\***

Program Director of Development & Grant Writing

**Applicant Type\***

Choose 1

- City Department
  Non-Profit Organization
  Other Public Agency

**List Department\***

**Federal ID #\***

141609398

**DUNS #\***

805086290

**Specify\***

**National Objective\***

Choose 1

- Benefit persons of low-moderate income
  Address slum/blight conditions
  Urgent need

**Specify\***

Low-Mod Income Limited Clientele Activities ▼

Choose 1

**Requested CDBG Entitlement Funding\***

0

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

750000

If zero, please indicate.

If zero, please indicate.

**Funding leveraged from other sources\***

0

**Total activity cost\***

75000

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

**Proposal Abstract \***

AIM Services, Inc. requests funding from the Community Development Block Grant for the acquisition of a vacant lot adjacent to a home we own and operate at 37 Doten Avenue in Saratoga Springs. The purchasing of this land will provide an open space, similar to a pocket park, for the people we support living in this home. Funds awarded will be used to purchase the land only; no construction or alterations to the land are not needed. Our organization will use our own dollars for any small landscaping improvements. AIM Services has followed closely all state, federal, and CDC guidelines for social distancing. For an independent group of people, this has been an extremely difficult and isolating experience. The residents have been cut off from their families, friends, and from the recreational activities that are integral to their normal daily routines The addition of this open space will provide an appropriate area for the residents to visit with their loved ones within a safe environment. As members of a vulnerable population, creating this private open area is vital. Even more, the provision of this green area allows the dedicated and essential Direct Support Professionals, those supporting the residents, to best serve those for whom they care.

Please provide a BRIEF overview of your proposal.

**Persons served\***

6

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

new

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

**Activity Beneficiaries\***

The beneficiaries from this proposed activity are folks in the designated low-moderate "limited clientele group". The household is comprised of six individuals of diverse abilities; those with intellectual and/or developmental disabilities who are over the age of 21. This added space will also benefit residents' loved ones and friends who miss them dearly. Even more, staff members will benefit by succeeding in their work objective of supporting people in achieving their personal goals, while promoting a sense of self-confidence and independence.

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\***

The performance goal of this acquisition is to provide increased, safe green space for each of the individuals supported in the residence to enjoy within the greatly restrictive COVID 19 environment, as well as to safely visit with friends and loved ones under the expected "new normal" presented by COVID 19. Secondly, we can better resource our Direct Support Professionals with the provision of an open space that helps them support the residents in meeting their recreational and emotional needs.

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 \*

Upon provision of our funding request, AIM Services will move forward with the purchasing of this land. In the event that the committee cannot award the entire requested amount, AIM Services has a plan to utilize fundraising dollars to supplement and complete the purchase. We do hope to reserve fundraising dollars for providing more opportunities for the entire population we support, but will take responsibility to ensure the purchase.

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

### Required Approvals/Permits\*

The acquisition of this land requires no permits. There is no construction or demolition that will occur. Upon request from the committee, we can submit a proposal sale document.

### Site Control Documentation (if applicable)

No file chosen

Deed, MOU, purchase contract, etc.

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

### 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\*

Lauren St. Pierre

### Date\*

5/21/2020

### 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.

### 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 1** No file chosen**Upload Budget Form 2**

Doten Aquisition Budget.xlsx

**Optional: Evidence of Funding Support** No file chosen

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

**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\***

AIM Services, Inc.

**Mailing Address\***

4227 Route 50

**Federal ID\***

141609398

**Phone #\***

518-587-3208

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

141609398

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

805086290

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

**Community Development Block Grant Entitlement Funding (CDBG):****CDBG Activity Name\***

Improved COVID-19 supports for those with I/DD via Doten Avenue Land Acquisition

**CDBG Program Year\***

2020

**CDBG Funding Amount\***

75000

If not applicable, please reply N/A.

**Other Federal Financial Awards (cash & non-cash):****Name & Catalog of Federal Financial Assistance (CFDA)#\***

None

**Federal Funding Amount\***

0

If not applicable, please reply N/A.

Name & CFDA #

Federal Funding Amount

Name & CFDA #

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\*

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\*

Year\*

Award Amount\*

If not applicable, please reply N/A.

Program Name

Year

Award Amount

Program Name

Year

Award Amount

**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**

**Date**

Lauren St. Pierre

5/21/2020

**-----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

List required permits and/or approvals:\*

Is the project a permitted use under current zoning regulations?\*

- Yes
- No

Is the project consistent with the adopted Comprehensive Plan?\*

- Yes
- No

Will the project require or lead to a change in land use of the affected property (e.g. from non-residential to residential, commercial to industrial, or from one industrial use to another)?\*

- Yes
- No

**Budget Form 2**  
**CONSTRUCTION / SITE DEVELOPMENT BUDGET**

	Entitlement Grant	Leveraged Funding	Total Activity Cost	Source of leveraged Funds and In-Kind Services
<b>PRECONSTRUCTION</b>				
Legal			\$ -	
Land Acquisition		\$ 75,000.00	\$ 75,000.00	
Engineering			\$ -	
Architectural/Design			\$ -	
Fees and Permits			\$ -	
<i>Subtotal</i>	\$ -	\$ 75,000.00	\$ 75,000.00	
<b>DEVELOPMENT</b>				
Relocation			\$ -	
Site Preparation			\$ -	
Construction - materials			\$ -	
Construction - labor			\$ -	
Construction Financing			\$ -	
Other (please list below)				
			\$ -	
			\$ -	
			\$ -	
<i>Subtotal</i>	\$ -	\$ -	\$ -	
<b>TOTAL COST</b>	\$ -	\$ 75,000.00	\$ 75,000.00	