

Before Starting the Project Application

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember:

- Only Collaborative Applicants may apply for CoC Planning funds using this application, and only one CoC Planning application may be submitted during the FY 2018 CoC Program grant competition.
- Additional training resources can be found on the HUD Exchange at <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>
- Program policy questions and problems related to completing the application in e-snaps may be directed to HUD the HUD Exchange Ask A Question
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award management (SAM) in order to apply for funding under the Continuum of Care (CoC) Program Competition. For more information see the FY 2018 CoC Program NOFA.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2018 CoC Program NOFA, including the General Section Technical Correction, and all requirements and criteria met.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with the instructions found on each individual screen
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.
- HUD reserves the right to reduce or reject any new or renewal project that fails to adhere to 24 CFR Part 578 and application requirements set forth in the FY 2018 CoC Program NOFA.

1A. SF-424 Application Type

1. Type of Submission:

2. Type of Application: CoC Planning Project Application

If Revision, select appropriate letter(s):

If "Other", specify:

3. Date Received: 09/14/2018

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier

6. Date Received by State:

7. State Application Identifier:

1B. SF-424 Legal Applicant

8. Applicant

a. Legal Name: DeKalb County Government

b. Employer/Taxpayer Identification Number (EIN/TIN): 58-6000814

	c. Organizational DUNS:	061420535	PLUS 4	
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d. Address

Street 1: 750 Commerce Drive

Street 2: Suite 401

City: Decatur

County: DeKalb

State: Georgia

Country: United States

Zip / Postal Code: 30030

e. Organizational Unit (optional)

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application

Prefix: Ms.

First Name: Ann

Middle Name:

Last Name: Pope

Suffix:

Title: Sr. Special Projects Coordinator

Organizational Affiliation: DeKalb County Government

Telephone Number: (404) 371-2627

Extension:

Fax Number: (404) 371-2742

Email: adpope@dekalbcountyga.gov

1C. SF-424 Application Details

9. Type of Applicant: B. County Government

10. Name of Federal Agency: Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Title: CoC Program

CFDA Number: 14.267

12. Funding Opportunity Number: FR-6200-N-25

Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:

Title:

1D. SF-424 Congressional District(s)

14. Area(s) affected by the project (state(s) only): Georgia
(for multiple selections hold CTRL+Key)

15. Descriptive Title of Applicant's Project: GA-508 Planning Project 2018

16. Congressional District(s):

a. Applicant: GA-006, GA-005, GA-004, GA-013

b. Project: GA-006, GA-005, GA-004, GA-013
(for multiple selections hold CTRL+Key)

17. Proposed Project

a. Start Date: 05/01/2019

b. End Date: 04/30/2020

18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

1E. SF-424 Compliance

19. Is the Application Subject to Review By State Executive Order 12372 Process? b. Program is subject to E.O. 12372 but has not been selected by the State for review.

If "YES", enter the date this application was made available to the State for review:

20. Is the Applicant delinquent on any Federal debt? No

If "YES," provide an explanation:

1F. SF-424 Declaration

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE: ☒

21. Authorized Representative

Prefix: Ms.

First Name: Melvia

Middle Name:

Last Name: Richards

Suffix:

Title: Housing Manager

Telephone Number: (404) 371-2625
(Format: 123-456-7890)

Fax Number: (404) 371-2742
(Format: 123-456-7890)

Email: mwrichards@dekalbcountyga.gov

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 09/14/2018

1G. HUD 2880

Applicant/Recipient Disclosure/Update Report - Form 2880
U.S. Department of Housing and Urban Development
OMB Approval No. 2510-0011 (exp.11/30/2018)

Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone

Agency Legal Name: DeKalb County Government

Prefix: Ms.

First Name: Melvia

Middle Name:

Last Name: Richards

Suffix:

Title: Housing Manager

Organizational Affiliation: DeKalb County Government

Telephone Number: (404) 371-2625

Extension:

Email: mwrichards@dekalbcountyga.gov

City: Decatur

County: DeKalb

State: Georgia

Country: United States

Zip/Postal Code: 30030

2. Employer ID Number (EIN): 58-6000814

3. HUD Program: Continuum of Care Program

4. Amount of HUD Assistance Requested/Received: \$146,002

(Requested amounts will be automatically entered within applications)

5. State the name and location (street address, city and state) of the project or activity: GA-508 Planning Project 2018 750 Commerce Drive Decatur Georgia

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? Yes
(For further information, see 24 CFR Sec. 4.3).

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9. Yes

Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
DeKalb County Community Development Department 3486 Covington Highway, Decatur, GA 30032	CDBG	\$74,506.00	Match for Coordinate Entry and Planning Grant
N/A			
N/A			
N/A			
N/A			

Part III Interested Parties

You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation	Financial Interest in Project/Activity (\$)	Financial Interest in Project/Activity (%)
N/A	N/A	N/A	\$0.00	0%
N/A				
N/A				
N/A				
N/A				

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

I AGREE: ☒

Name / Title of Authorized Official: Melvia Richards, Housing Manager

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 08/28/2017

1H. HUD 50070

HUD 50070 Certification for a Drug Free Workplace

Applicant Name: DeKalb County Government

Program/Activity Receiving Federal Grant Funding: CoC Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b. Establishing an on-going drug-free awareness program to inform employees --- (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted --- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will --- (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;	

Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application.
Refer to addresses entered into the attached project application.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and

X

accurate. ☐

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Authorized Representative

Prefix: Ms.

First Name: Melvia

Middle Name

Last Name: Richards

Suffix:

Title: Housing Manager

Telephone Number: (404) 371-2625
(Format: 123-456-7890)

Fax Number: (404) 371-2742
(Format: 123-456-7890)

Email: mwrichards@dekalbcountyga.gov

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 09/14/2018

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file

the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:

X

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Applicant's Organization: DeKalb County Government

Name / Title of Authorized Official: Melvia Richards, Housing Manager

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 09/14/2018

1J. SF-LLL

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program? No

Legal Name: DeKalb County Government

Street 1: 750 Commerce Drive

Street 2: Suite 401

City: Decatur

County: DeKalb

State: Georgia

Country: United States

Zip / Postal Code: 30030

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I certify that this information is true and complete.

X

Authorized Representative

Prefix: Ms.

First Name: Melvia

Middle Name:

Last Name: Richards

Suffix:

Title: Housing Manager

Telephone Number: (404) 371-2625
(Format: 123-456-7890)

Fax Number: (404) 371-2742
(Format: 123-456-7890)

Email: mwrichards@dekalbcountyga.gov

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 09/14/2018

2A. Project Detail

1a. CoC Number and Name: GA-508 - DeKalb County CoC

1b. Collaborative Applicant Name: DeKalb County, Georgia

2. Project Name: GA-508 Planning Project 2018

3. Component Type: CoC Planning Project Application

2B. Project Description

1. Provide a description that addresses the entire scope of the proposed project and how the Collaborative Applicant will use grant funds to comply with the provisions of 24 CFR 578.7.

The Collaborative Applicant will use planning and grant funds to support the planning, performance evaluation, analysis, monitoring and implementation activities that are required to eliminate homelessness in the CoC and support the CoC's full compliance with HUD's requirements. The Planning Grant will provide funding to assist in supporting the staffing, computer equipment, and travel required to support CoC planning activities. Planning Activities include the following: A) Analyze and evaluate performance measurements to pinpoint required areas of improvement and assist agencies in developing strategies for performance improvement; B) Collaborate with CoC committees to develop strategies to improve performance toward objective attainment; C) Planning, support and training associated with a CoC wide process to coordinate the homelessness mitigation activities of governments, businesses, school districts, physical health providers, mental health providers, universities, affordable housing developers, organizations that serve veterans and other mainstream providers enabling a comprehensive approach to ending homelessness; D) Continue the development of a CoC-wide system that adheres to HEARTH Act, HUD and CoC requirements while satisfying the needs of the homeless populations; E) Work with the CoC Board and agencies to modify coordinated assessment system components to facilitate system use and accessibility; F) Collaborate with the HMIS lead, HMIS provider, CoC membership, and County to ensure that HUD required data is collected and analyzed; G) Monitor recipients and sub-recipients to ensure program compliance; H) Gather and present information to the CoC that will assist in establishing funding priorities; I) Prepare and submit an application to HUD on behalf of the CoC; J) Collaborate with DeKalb County in developing its Consolidated Plan and Annual Action Plan; K) Gather data and develop analysis methods to support effective CoC operations; L) Document planned processes to facilitate process execution.

2. Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work.

The CoC Planning Committee, in collaboration with the Collaborative Applicant will develop a three year Action Plan. The Collaborative Applicant will implement the plan. To ensure that all planned activities occur in a timely manner and in adherence to regulations, the collaborative applicant (with CoC Board approval) will develop project plans that include mile stone dates and critical task completion deadlines. Continuously, the Collaborative Applicant will track project status against the project plan projected dates. Activities under this planning grant will begin May 1, 2019 (or immediately upon grant execution) and continue through the end of the grant, April 30, 2020.

3. How will the requested funds improve or maintain the CoC's ability to evaluate the outcome of CoC and ESG projects?

Planning grant funds will be used to support the staff required to effectively perform the necessary planning and analysis activities for CoC and ESG funded agencies. Planning grant funds will be used to ensure that CoC staff can monitor CoC and ESG projects, evaluate project performance and outcomes, ensure that Coordinated Entry operates in an effective and compliant manner, and collaborate with the planning committee to develop strategies for performance improvement and CoC performance benchmark attainment and gather data to inform the entire process. This funding will ensure that CoC staff can track project deliverables and collaborate with recipients and sub-recipients to ensure positive client outcomes.

4. How will the planning activities continue beyond the expiration of HUD financial assistance?

The Planning Grant will be used primarily to develop, test and monitor the implementation of CoC strategies and procedures. This development requires a significant upfront commitment of personnel time. After development, activities may be provided by the Governance Board, committees, community volunteers, DeKalb County employees, will be responsible for ongoing activities

3A. Governance and Operations

1. How often does the CoC conduct meetings of the full CoC membership? Monthly

2. Does the CoC include membership of a homeless or formerly homeless person? Yes

2a. For members who are homeless or formerly homeless, what role do they play in the CoC membership? (Select all that apply)

Participates in CoC meetings:	<input checked="" type="checkbox"/>
Votes, including electing Coc Board:	<input checked="" type="checkbox"/>
Sits on CoC Board:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

3. Does the CoC's governance charter incorporate written policies and procedures for each of the following

a. Written agendas of CoC meetings? Yes

b. Coordinated Entry? (Also known as centralized or coordinated assessment) Yes

c. Process for monitoring outcomes of ESG recipients? Yes

d. CoC policies and procedures? No

e. Written process for board selection? Yes

f. Code of Conduct for board members that includes a recusal process? Yes

g. Written standards for administering assistance? Yes

4. Were there any written complaints received by the CoC in relation to project review, project selection, or other items related to 24 CFR 578.7 or 578.9 within the past 12 months? No

3B. Committees

Provide information for up to five of the most active CoC-wide planning committees, subcommittees and/or workgroups, to address homeless needs in the CoC's geographic area that recommend and set policy priorities for the CoC, including a brief description of the role and the frequency of the meetings. Only include committees, subcommittees and/or workgroups, that are directly involved in CoC-wide planning and not the regular delivery of services.

Name of Group	Role of the Group (max 750 characters)	Meeting Frequency	Name of Individuals and/or Organizations Represented
Planining Committee	Provides input on governance of CoC; recommendations to the Governance Board re planning & priorities; support to the Board in development of CoC plan; support of Collaborative Applicant with respect to annual application	Monthly	Suzanne Shaffer - St. Jude's; Jennifer Turner-Reid-VA; Dennis Bowman-Nicholas House; Tyese Lawyer - Our House; Josie Batchelor- DeKalb County
Service Coordination Committee	Provides recommendation regarding the Coordinated Entry process; provides recommendations on written standards; provides recommendations regarding improving coc performance; provides recommendations to Planning Committee regarding system gaps	Monthly	L. Roberts - DeKalb Housing Authority; D. Plummer - St. Jude's; Michael Bryant; New Live Church; April Edwards - VA; Marlene White - Decatur Cooperative Ministry; Marilyn McCreary - Hope Atlanta Travelers Aid;
Youth Committee	Reviews data recommends actions to identify and serve homeless youth in the CoC	Bi-Monthly	Cindy Simpson - Chris Kids; Temeka Murray - Child Advocacy Center; Quentin Fretwell - DeKalb Public Schools; A. Anderson - Decatur Housing Authority; Josie Parker - DeKalb Community Development
Written Standards Committeee	Develops and recommends policies, priorities and standards for serving coc clients.	Bi-Monthly	B. Gibson - Women's Resource Center; M. McRae - Our House; A. Huff - PCCI; A. Jones - Recovery Consultants; Treid Bryan - United Methodist Children's Home; Angela Susten - Living Room
Veterans Committee	Reviews results around veterans housing initiatives; develops community plans and recommends initiatives to improve veterans' housing and services	Bi-Monthly	Reviews results around veterans housing initiatives; develops community plans and recommends initiatives to improve veterans' housing and services

4A. Sources of Match

The following list summarizes the funds that will be used as Match for the project. To add a Matching source to the list, select the  icon. To view or update a Matching source already listed, select the  icon.

Summary for Match

Total Value of Cash Commitments:	\$22,501
Total Value of In-Kind Commitments:	\$14,000
Total Value of All Commitments:	\$36,501

1. Does this project generate program income as described in 24 CFR 578.97 that will be used as Match for this grant? No

Before grant execution, services to be provided by a third party must be documented by a memorandum of understanding (MOU) between the recipient or subrecipient and the third party that will provide the services.

Match	Type	Source	Contributor	Date of Commitment	Value of Commitments
Yes	In-Kind	Private	Our House	08/13/2018	\$10,000
Yes	In-Kind	Private	HOPE Atlanta	09/14/2018	\$4,000
Yes	Cash	Government	CDBG	09/11/2018	\$22,501

Sources of Match Details

1. Will this commitment be used towards Match? Yes
2. Type of commitment: In-Kind
3. Type of source: Private
4. Name the source of the commitment: Our House
(Be as specific as possible and include the office or grant program as applicable)
5. Date of Written Commitment: 08/13/2018
6. Value of Written Commitment: \$10,000

Before grant execution, services to be provided by a third party must be documented by a memorandum of understanding (MOU) between the recipient or subrecipient and the third party that will provide the services.

Sources of Match Details

1. Will this commitment be used towards Match? Yes
2. Type of commitment: In-Kind
3. Type of source: Private
4. Name the source of the commitment: HOPE Atlanta
(Be as specific as possible and include the office or grant program as applicable)
5. Date of Written Commitment: 09/14/2018
6. Value of Written Commitment: \$4,000

Before grant execution, services to be provided by a third party must be documented by a memorandum of understanding (MOU) between the recipient or subrecipient and the third party that will provide the services.

Sources of Match Details

1. Will this commitment be used towards Match? Yes

2. Type of commitment: Cash

3. Type of source: Government

4. Name the source of the commitment: CDBG
(Be as specific as possible and include the office or grant program as applicable)

5. Date of Written Commitment: 09/11/2018

6. Value of Written Commitment: \$22,501

4B. Funding Request

1. Will it be feasible for the project to be under grant agreement by September 30, 2020? Yes

2. Does this project propose to allocate funds according to an indirect cost rate? No

3. Select a grant term: 1 Year

A description must be entered for Quantity. Any costs without a Quantity description will be removed from the budget.

Eligible Costs:	Quantity AND Description (max 400 characters)	Annual Assistance Requested (Applicant)
1. Coordination Activities	.40 FTE - CoC Coord @ \$81,076, annually including benefits- Collaborate with stakeholders	\$32,430
2. Project Evaluation	.1 FTE - CoC Coord @ \$81,076, annually; .2 FTE - Hsg Spec. @ \$81,076 annually; .2 FTE Data Analyst @ \$79,365 per year - Analyze and evaluate CoC and ESG project performance and track performance on project	\$32,088
3. Project Monitoring Activities	.1 FTE - CoC Coord @ \$81,076 annually including benefits.; .23 FTE Monitoring Spec @ \$27/hour; .1 FTE Hsg. Spec @ \$81,076 annually, including benefits - Monitor each funded agency to ensure compliance with HUD's regulations and CoC guidelines. Provide training for non-compliant agencies. Equipment, mileage, training included..	\$34,255
4. Participation in the Consolidated Plan	..05 FTE - CoC Coord @ \$81,076 annually including benefits; .05 FTE Hsg Spec. @ \$81,076 annually including benefits; 15 FTE - Collaborate with DeKalb County to ensure that consolidated plan and CoC strategies are consistent. Equipment, mileage, training included.	\$8,108
5. CoC Application Activities	.05 FTE @ \$81,076 annually including benefits; .05 FTE @ \$27 annually; .05 FTE Hsg. Spec @ \$81,076 annually - Perform all activities required to assist the CoC in completing and submitting the CoC NOFA application. Gather and present information to the CoC	\$10,916
6. Determining Geographical Area to Be Served by the CoC		
7. Developing a CoC System	.25 FTE CoC Coord @ \$81,076 annually including benefits; .1 FTE - Analyst @ \$79,365 annually including benefits - Collaborate with stakeholders to evaluate CoC effectiveness, modify systems to facilitate objective obtainment, including conducting surveys and point-in-time counts.	\$16,044
8. HUD Compliance Activities	..5 FTE CoC Coord @ \$81,076 annually including benefits; .1 FTE Hsg Spec. @ \$81,076 annually including benefits - Ensure that CoC project comply with regulations. Equipment, mileage, training, and travel included	\$12,161
Total Costs Requested		\$146,002
Cash Match		\$22,501
In-Kind Match		\$14,000
Total Match		\$36,501
Total Budget		\$182,503

Click the 'Save' button to automatically calculate the Total Assistance

5A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1. Other Attachment(s)	No		
2. Other Attachment(s)	No		

Attachment Details

Document Description:

Attachment Details

Document Description:

5A. In-Kind MOU Attachment

Document Type	Required?	Document Description	Date Attached
In-Kind Match MOU	No		

Attachment Details

Document Description:

5B. Certification

A. For all projects:

Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or

disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

1-Year Operation Rule.

For applicants receiving assistance for CoC planning: the project will be operated for the purpose specified in the application for any year for which such assistance is provided.

D. Explanation.

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall attach an explanation behind this page.

Name of Authorized Certifying Official: Melvia Richards

Date: 09/14/2018

Title: Housing Manager

Applicant Organization: DeKalb County Government

PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).

X

6A. Submission Summary

Page	Last Updated
1A. SF-424 Application Type	No Input Required
1B. SF-424 Legal Applicant	No Input Required
1C. SF-424 Application Details	No Input Required
1D. SF-424 Congressional District(s)	09/13/2018
1E. SF-424 Compliance	08/13/2018
1F. SF-424 Declaration	08/13/2018
1G. HUD 2880	08/13/2018
1H. HUD 50070	08/13/2018
1I. Cert. Lobbying	08/13/2018
1J. SF-LLL	08/13/2018

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2A. Project Detail	08/13/2018
2B. Description	09/13/2018
3A. Governance and Operations	08/13/2018
3B. Committees	09/08/2018
4A. Match	09/14/2018
4B. Funding Request	09/14/2018
5A. Attachment(s)	No Input Required
5A. In-Kind MOU Attachment	No Input Required
5B. Certification	08/13/2018