

**ARKANSAS COMMUNITY AND ECONOMIC
DEVELOPMENT PROGRAM (ACEDP)
Community Development Block Grant Program
(CDBG) State Program for Small Cities**



Slum and Blight Removal Application

Effective for 2024 Program Year (July 1, 2024 through June 30, 2025)

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APPLICATION TABLE OF CONTENTS

- Introduction 1
- Application Process..... 2
- Eligible Applicants 2
- Eligible Activities 3
- Compliance with Slum and Blight National Objective 24 CFR 570.483(c) 3
- Definition of Slum and Blight according to the Arkansas Code (ACA) 4
- Requirement of Redevelopment Plan 4
- Collaboration of Local Housing Authority or Use of Urban Renewal Agency 5
- End Use of Property 5
- Grant Amounts, Matching Funds, and Leverage 6
- Application Due Dates..... 6
- Threshold Review Criteria..... 6
- Davis-Bacon Labor Requirements 7
- Post Award Requirements 7
- Application Point System and Scoring 7
- Application Forms and Instructions 8
- TABLE OF CONTENTS CHECKLIST 9
- PART I: GENERAL INFORMATION 11
- Identification of Properties for Condemnation 14
- Proposed Clearance/Demolition Inventory 15
- Redevelopment Plan 16
- PART II: PROJECT BUDGET 17
- PART III: PROJECT DESCRIPTION AND SCORING CRITERIA..... 18
- Application Questions and Scoring Criteria 22
- Asbestos Waiver Form 31
- Certification of Chief Elected Local Official..... 32
- PART IV: EXHIBITS AND ATTACHMENTS 33
- PART V: ADDITIONAL ATTACHMENTS..... 34

Introduction

These application guidelines are for all Slum and Blight Removal applications. Any eligible applicant must follow the instructions and information within this Application Package in order to apply for Slum and Blight Removal resources.

To assist with application development, the Grants Division of the Arkansas Economic Development Commission has prepared [ACEDP Application Guidelines](#) (the Guidelines) as an application reference source. These most up-to-date version of these guidelines can be found [online](#). To request a copy of the Guidelines or to obtain assistance regarding application requirements, please contact the Grants Division at (501) 682-1211.

Most funding determinations will be made within 90 days from the close of the application period. However, if the application is incomplete, additional information may be requested prior to the approval of the application. A completed application will consist of all documents enumerated in the Application Table of Contents. Only one copy of the application is required.

The Slum and Blight Removal program is designed to provide Arkansas's non-entitlement cities and counties with the opportunity to apply for grant assistance for a variety of projects that are not covered under other funding categories. Applicants may apply for assistance for any eligible project that meets the following criteria:

1. The project must meet one of the national objectives of the Community Development Block Grant (CDBG) program: benefit to low- to moderate-income persons, elimination of conditions of slum or blight, or to address an urgent need.
2. The activity to be undertaken is an eligible activity under the regulations that govern the CDBG program. Eligible activities include clearance, demolition (including testing for lead and asbestos), removal (including abatement of lead and asbestos) of non-residential buildings owned by cities or counties.
3. The project must address one of the goals and objectives described in the current Consolidated Plan.
4. The project must not be eligible for funding under any of the other line items in the current One Year Action Plan.

FOR MORE INFORMATION

For further information please contact the following Primary Contact for this program.

Jean Noble
Director, Grants Division
Arkansas Economic Development Commission
1 Commerce Way, Suite 601
Little Rock, AR 72202
Phone: (501) 682-7389 or (888) 787-2527
Fax: (501) 682-7499
E-mail: jnoble@arkansasedc.com
<http://www.arkansasedc.com/grants>

Application Process

Slum and Blight Removal grants will be awarded to eligible applicants for clearance/demolition activities based on a competitive selection process to the extent that the funds are available. The Arkansas Economic Development Commission, Grants Division shall establish deadlines for submitting applications and will notify all eligible applicants through a direct mailing/emailing, social media, and on the office's website. Applicants that submit completed application packages will be scored, ranked, and funded to the extent that funding is available. Each eligible applicant can submit one application for consideration. Applications will be accepted on an open basis.

Applications may be submitted by mail to Arkansas Economic Development Commission, 1 Commerce Way, Suite 601, Little Rock, AR 72202, ATTN: Jean Noble or by e-mail to: jnoble@arkansasedc.com.

Applications are reviewed by the AEDC application review team according to the selection criteria provided in this document. All grant applications must have a certified AEDC-approved grant administrator. Projects are generally expected to be completed by the grantee within 24 months following award. **NOTE: All land for the project must be in the possession of the city or county at the time of application.**

Eligible Applicants

Eligible applicants include all non-entitlement cities or counties in Arkansas.

A city may have one active grant in progress at any time. A county may have two active grants in progress at any time. Economic Development applications/projects do not count toward the number of active applications/grants that cities or counties may have per the restrictions above.

An exception for eligibility applies to the 14 entitlement cities which receive their own funds directly from HUD. **These entitlement cities may not apply for funding through this program.** Entitlement cities include:

- Little Rock
- North Little Rock
- Conway
- Pine Bluff
- Fayetteville
- Bentonville
- Springdale
- Rogers
- Fort Smith
- Hot Springs
- Texarkana
- Jacksonville
- Jonesboro
- West Memphis

Eligible Activities

Proposed activities must be eligible under Section 105(a)(4) of the Housing and Community Development Act of 1974, as amended. The following activities specifically qualify for this program: **clearance, demolition, and removal of non-residential buildings owned by cities or counties. When necessary, environmental cleanup of contaminated sites will be funded through this program when such testing and remediation is directly connected to the clearance, demolition, and removal of a non-residential building.**

Residential structures are not eligible for this program.

Compliance with Slum and Blight National Objective 24 CFR 570.483(c)

Applicants may apply for this program to prevent or eliminate slum or blight on either an area or spot basis. Use either Exhibit I-1 (Slum and Blight Area Basis Documentation) or Exhibit I-2 (Slum and Blight Spot Basis Documentation). Attach your documentation to the application in Part IV, Exhibits and Attachments section.

Activities to address slums or blight on an area basis. An activity will be considered to address prevention or elimination of slums or blight in an area if the state can determine that:

1. The area, delineated by the unit of general local government, meets a definition of a slum, blighted, deteriorated or deteriorating area under state or local law;
2. The area also meets the conditions in either section (A) or section (B) below:

(A) At least 25 percent of properties throughout the area experience one or more of the following conditions:

- Physical deterioration of buildings or improvements;
- Abandonment of properties;
- Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;
- Significant declines in property values or abnormally low property values relative to other areas in the community; or
- Known or suspected environmental contamination.

(B) The public improvements throughout the area are in a general state of deterioration.

3. The assisted activity addresses one or more of the conditions which contributed to the deterioration of the area. Rehabilitation of residential buildings carried out in an area meeting the above requirements will be considered to address the area's deterioration only where each such building rehabilitated is considered substandard before rehabilitation, and all deficiencies making a building substandard have been eliminated

if less critical work on the building is also undertaken. The State shall ensure that the unit of general local government has developed minimum standards for building quality which may consider local conditions.

4. The state keeps records sufficient to document its findings that a project meets the national objective of prevention or elimination of slums and blight. The state must establish definitions of the conditions listed at § 570.483(c)(1)(ii)(A) and maintain records to substantiate how the area met the slums or blighted criteria. The designation of an area as slum or blighted under this section is required to be redetermined every 10 years for continued qualification. Documentation must be retained pursuant to the recordkeeping requirements contained at § 570.490.

Activities to address slums or blight on a spot basis. The following activities can be undertaken on a spot basis to eliminate specific conditions of blight, physical decay, or environmental contamination that are not located in a slum or blighted area: Acquisition; clearance; relocation; historic preservation; remediation of environmentally contaminated properties; or rehabilitation of buildings or improvements. However, rehabilitation must be limited to eliminating those conditions that are detrimental to public health and safety. If acquisition or relocation is undertaken, it must be a precursor to another eligible activity (funded with CDBG or other resources) that directly eliminates the specific conditions of blight or physical decay, or environmental contamination.

Definition of Slum and Blight according to the Arkansas Code (ACA)

According to A.C.A. § 14-169-604, blighted areas are defined as “areas, including slum areas, with buildings or improvements which by reason of dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors are detrimental to the safety, health, morals, or welfare of the community.”

Requirement of Redevelopment Plan

According to A.C.A. § 14-169-606, prior to any redevelopment project, no redevelopment project, which shall include the removal of slum and blight, see A.C.A. § 14-169-604 shall be initiated until the governing body or agency designated by it or empowered by law to act on behalf of each city or town, in which any of the area to be covered by the project is situated, has approved a plan, to be called the “redevelopment plan,” which provides an outline for the development or redevelopment of the area and is sufficiently complete to indicate:

1. Its relationship to definite local objectives as to appropriate land uses and improved traffic, public transportation, public utilities, recreational and community facilities, and other public improvements;
2. Proposed land uses and building requirements in the area; and

3. The method for the temporary relocation of persons living in such areas; and also, the method for providing, unless already available, decent, safe, and sanitary dwellings substantially equal in number to the number of substandard dwellings to be cleared from the area, at rents within the financial reach of the income groups displaced from the substandard dwellings.

Municipalities are authorized to approve redevelopment plans through their governing body or agency designated by it for that purpose. See A.C.A. § 14-169-606.

Collaboration of Local Housing Authority or Use of Urban Renewal Agency

A Housing Authority under A.C.A. 14-169-201 – 14-169-205, 14-169-207 – 14-169-225, 14-169-227, 14-169-229 – 14-169-240, and 14-169-804 or an urban renewal agency under A.C.A. 14-169-709 is authorized to plan and undertake urban renewal projects which includes the acquisition and elimination of slum or blighted areas.

If a housing authority exists within a municipality, **it is recommended** that the municipality closely consult with the authority on the creation of the redevelopment plan for this application. If a housing authority does not exist, the municipality may choose to create an Urban Renewal Agency in accordance with A.C.A. § 14-169-709 and A.C.A. § 14-169-710 to assist with the creation of the redevelopment plan and to conduct other urban renewal projects.

Alternatively, according to A.C.A. § 14-169-708, it is provided that in any municipality in this state where on January 10, 1961, a housing authority has not been established or a housing authority is established but the authority has not undertaken an urban renewal project, the municipality may, if the local governing body, by resolution, determines such action to be in the public interest, elect to have the same powers with respect to urban renewal and redevelopment that are conferred on a housing authority by §14-169-601 — 14-169-609, 14-169-701, and 14-169-703 — 14-169-707, to be exercised by an urban renewal agency created by §14-169-709 or by a housing authority if one is authorized for, or subsequently established in, the municipality.

End Use of Property

If CDBG funds are not used for acquisition, and the property is acquired through other sources, then demolition of privately owned property meeting a national objective constitutes an eligible activity. The property is not required to be used for a public purpose. The end use of the property shall be clearly defined in the approved redevelopment plan and adhered to accordingly. See 24 CFR 570.489(j); 24 CFR 270.201(d).

Grant Amounts, Matching Funds, and Leverage

Grant Amount: Grant requests should range from a minimum of \$75,000 to a maximum of \$500,000, including environmental testing and remediation fees. Administrative fees will be added to the announced award amount.

Match Requirements: There is no match required.

Leverage: Leverage includes funds that are committed to the project activities exceeding the grant dollars requested through AEDC. Leverage may include public and private funds, or in-kind services, such as materials, labor, or other items that are directly related to the project. Leveraged funds may be considered only if they are spent during the project period (date of Release of Funds through the project completion date). The amount of leverage must be given in dollars.

Application Due Dates

Applications will be accepted twice per year. Applications will be due on October 11, 2024 and April 11, 2025. Applications are prepared at the applicant's expense and application costs are not reimbursable. Consultation with AEDC Grants Division staff is highly recommended prior to beginning an application.

Threshold Review Criteria

The following threshold requirements must be met by the local government applicant in order to be eligible for Program resources. These requirements include:

- activities proposed are eligible and comply with CDBG National Objectives and State CDBG priorities. See the CDBG National Objective Section for more information.
- applicant has no significant, unresolved audit finding;
- applicant has no legal actions under way that may significantly impact its capacity;
- applicant is following a detailed Citizen Participation Plan (CPP) and Anti- Displacement Plan;
- applicant has adopted an authorizing participation resolution;
- applicant must have addressed and cleared all compliance problems (i.e. Davis Bacon, acquisition, fair housing, etc.) found during monitoring, if any, from past awarded projects, and have had a response accepted by AEDC;
- applicant is current with all reporting requirements (semiannual status reports, closeout reports, audit reports, notification of annual audits, etc.); and
- A city applicant does not have any other open categorical grants, and a county does not have more than one other open categorical grants. Check with AEDC Grants Division for grant status.

Davis-Bacon Labor Requirements

Davis-Bacon and the State's prevailing wage law are not applicable to demolition projects if:

- The demolition work is not directly related to a subsequent construction that would be funded by government funds.

See HUD Handbook 1344.1, 11-7

Post Award Requirements

Each eligible application must also comply with any necessary post award requirements. These requirements include: Environmental Review; Davis-Bacon compliance; Procurement, etc.

For more information, and for a complete list of Post Award Requirements, see Section 1:U of the Application Guidelines.

Application Point System and Scoring

Below is the Scoring Criteria Matrix for the Slum and Blight Removal Program. The Matrix describes each selection criteria as a numerical score within the Slum and Blight Removal program. The maximum number of points available within any application is 100 points.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Project Need	Project Specs	Project Readiness	Citizen Participation	Funding Leverage	LMI Benefit	Bonus Points	TOTAL
30	10	30	15	5	5	5	100 points

CONTINUE TO APPLICATION FORMS AND INSTRUCTIONS

Application Forms and Instructions

This section contains all forms and exhibits to be submitted so that your application can be scored and ranked effectively. Application narratives should be thorough and concise. The Grants Division reserves the right to verify all information, and to consult with other agencies on the proposed project.

There are more applicants requesting funds than there are funds available. Applicants must carefully read and review the ***Application Guidelines*** and the selection criteria described to develop a competitive application.

In submitting your application, these instructions must be followed:

- Submit **ORIGINAL, ONE** (1) complete copy
- Do not fold, staple, or bind in any way other than with a binder clip
- Table of Contents **must** be included
- All pages **must** be numbered in sequence at the bottom of the page.
- All Exhibits **must** be labeled at the bottom of the page, right-hand corner.
- All Attachments **must** be labeled at the bottom of the page, right-hand corner.

Failure to follow these instructions may result in your application being returned for you to correct and resubmit. All applicants will be given one week to correct and resubmit their application, if submitted at least two weeks in advance of the deadline.

PAGES MAY BE ATTACHED TOGETHER WITH A BINDER CLIP. DO NOT BIND, FOLD OR STAPLE.

Below is an outline of what a Slum and Blight Removal Application should look like:

- Table of Contents (use Table of Contents Checklist)
- Part I. General Information
- Part II. Project Budget
- Part III. Project Description & Scoring Criteria
- Part IV. Required Exhibits and Attachments (see Exhibits package)
- Part V. Additional Attachments (supplemental info provided by applicant)

TABLE OF CONTENTS CHECKLIST SLUM AND BLIGHT REMOVAL

Applicants must complete and submit this checklist with the application. Type in additional appendix items as deemed necessary to your project. List appropriate page numbers under PAGE NUMBER column.

<u>PROJECT INFORMATION</u>	<u>PAGE NUMBER</u>
Table of Contents	
Part I – General Information	
Part II Project Budget	
Part III Item 1 – Project Need	
Part III Item 2 – Project Specifications	
Part III Item 3 – Project Readiness	
Part III Item 4 – Citizen Participation	
Part III Item 5 – Leverage	
Part III Item 6 – LMI Benefit	
Part III Item 7 – Bonus Points	
Part IV - <u>REQUIRED EXHIBITS AND ATTACHMENTS</u>	
A. Notice of Public Hearing and Public Hearing Documentation	
B. Authorizing Resolution	
C. Statement of Assurances and Certifications	
D. Citizen Participation Plan	
E. Residential Anti-displacement & Relocation Assistance Plan	
F. Excessive Force Resolution	
G-1. Low- and Moderate-Income Worksheet (<i>Only for LMI Area benefit surveys</i>)	
G-2. LMI Random Sample Worksheet (<i>Only for LMI Area Benefit</i>)	

- H. Limited Clientele Worksheet (*Only for LMC*)
- I-1. Slum and Blight Area Basis Documentation (*Only for SBA Area Basis*).....
- I-2. Slum and Blight Spot Basis Documentation (*Only for SBA Spot Basis*)
- J. Urgent Need Certification (*Only for Urgent Need*)
- K. Federal Funding Accountability and Transparency Act (FFATA) form
- L. Map of Proposed Project Area.....
- M. Systems for Award Management (SAM) record and clearance documentation.....
- N-1. Four Factor Analysis Assessing Limited English Proficiency.....
- N-2. Language Assistance Plan (*Optional at the time of application*).....

Please use the language verbatim in each exhibit. Incorrect language may cause a delay in application review and award, if successful. Also, provide the bracketed information as requested in each exhibit. The omission or incomplete description as requested in bracketed text may cause a delay in application review and awards.

REQUIRED ATTACHMENTS (where applicable)

- Attachment 1. Redevelopment Plan and Authorizing Resolution
- Attachment 2: Documentation of Property Ownership
- Attachment 3: Cost estimates for all costs listed in Part II, Project Budget.....
- Attachment 4. Commitment letters for all sources listed in Part II, Project Budget.....

Part V - **ADDITIONAL ATTACHMENTS (where available)**

- Attachment (number and title).....
- Attachment (number and title).....
- Attachment (number and title).....
- Attachment (number and title).....

For Office Use Only:

ACEDP #: _____

Funding Year: _____

Grants Manager: _____

Grants Administrator/PDD:

ACEDP Grant Application Slum and Blight Removal Program

PART I: GENERAL INFORMATION

Applicant Information

Applicant Name (City, Town, or County): _____

Mayor/County Judge Name: _____

Address: _____

City/State/Zip Code: _____

Phone: (_____) _____ - _____

Email: _____

Unique Entity Number 12-character alphanumeric ID: _____

Tax ID #: _____

Preparer Information

Preparer Name: _____

Company/PDD Name: _____

Address: _____

City/State/Zip Code: _____

Phone: (_____) _____ - _____

Email: _____

County: _____

Project Information

Project Scope: _____

Project Type: Area Blight or Spot Blight

Project Address or Addresses: _____

City/State/Zip Code: _____

Type of Applicant (Check One)

City or County

Low/Moderate Income (LMI) Information

Total persons to be served: _____

Total LMI persons: _____

LMI Percentage: _____%

Source of Information: _____

Geographic Information

County Code: _____

Census Tract: _____

Block Group(s): _____

Ethnicity Breakdown

	<u>Race</u>	<u>Hispanic</u>
White/Caucasian	_____	_____
Black/African American	_____	_____
Asian	_____	_____
American Indian/Alaskan Native	_____	_____
Native Hawaiian/other Pacific Islander	_____	_____
American Indian/Alaskan Native and White	_____	_____
Asian and White	_____	_____
Black/African American and White	_____	_____
American Indian/Alaskan Native and Black/African American	_____	_____
Other Multi-Racial	_____	_____

Total female head of households: _____

Total elderly persons: _____

Total handicapped persons: _____

State/U.S. Representation Information

State Senator(s)/District(s): _____

State Representative(s)/District(s): _____

CONTINUE TO IDENTIFICATION OF PROPERTIES FOR CONDEMNATION

Identification of Properties for Condemnation

Describe the process used to identify proposed structures/property as Slum and Blight. Describe how the city/county took possession of the property in order to assert legal authority to demolish structure(s). Also identify local ordinance(s) utilized and any resolutions passed.

For Area Blight projects, the area must be designated as a slum or blighted area by the city or county through a resolution and must meet the definition of slum or blighted under A.C.A. § 14-169-604. If applicable, attach a copy in Part V of any ordinances and/or resolutions passed.

For Spot Blight projects, the city or county must utilize a state registered building inspector whom confirms the project site meets the definition of blight under A.C.A. § 14-169-604, provides the reasoning for that determination, and affirms the proposed project will eliminate the blight causing elements. Provide name and contact information for the inspector used. If applicable, attach a copy of the inspection report in Part V of this application.

Note: The property, whether Area or Spot Blight, must be in the grantee's legal possession before application for a Slum and Blight Removal grant.

Proposed Clearance/Demolition Inventory

Instructions: Provide the following background information for each property identified. Provide a description of the property proposed for demolition and removal.

Location of Property: _____

Size of Structure(s): _____

Building or Construction Material: _____

Previous Use:

- Residential (note: Residential structures are not eligible for this program)
- Commercial
- Industrial

Is the structure two or more stories? Yes No

Approximate date the structure(s) was/were built: _____

Date last in use: _____ (if known)

Date first cited for violation or recommendation for demolition: _____

Date of order entered condemning the property or otherwise adjudicated: _____

Date property entered into the legal possession of the city/county: _____

NOTE: Property must be in the legal possession of the city/county in order to be considered for a slum and blight removal grant.

Identify legal authority (municipal ordinance or resolution) designating the property as blighted:

Describe the specific condition of blight of the designated property:

Identify remediation measures that will be needed:

- Lead Based Paint
- Asbestos
- Hazardous Materials
- Other: _____

Redevelopment Plan

According to A.C.A. § 14-169-606, no redevelopment project, which shall include the removal of slum and blight, see A.C.A. § 14-169-604, shall be initiated until the governing body or agency designated by it or empowered by law to act on behalf of each city or town, in which any of the area to be covered by the project is situated, has approved a plan, to be called the “redevelopment plan,” which provides an outline for the development or redevelopment of the area and is sufficiently complete to indicate:

1. Its relationship to definite local objectives as to appropriate land uses and improved traffic, public transportation, public utilities, recreational and community facilities, and other public improvements;
2. Proposed land uses and building requirements in the area; and
3. The method for the temporary relocation of persons living in such areas; and also, the method for providing, unless already available, decent, safe, and sanitary dwellings substantially equal in number to the number of substandard dwellings to be cleared from the area, at rents within the financial reach of the income groups displaced from the substandard dwellings.

Has the city or county completed a redevelopment plan that addresses the above requirements? Yes No

Please provide a copy of your redevelopment plan and authorizing resolution as Attachment 1.

CONTINUE TO PART II: PROJECT BUDGET

PART II: PROJECT BUDGET

Provide an estimate of the costs for each line item associated with the proposed project. Do not include administrative costs on this budget estimate unless other sources of funding will be paying in full for these services. Otherwise, these costs will be calculated by the Commission and added to the grant budget.

Applicant: _____

	CDBG Funds	Local Funds	Other	Total
Clearance				
Demolition				
Removal				
Other				
GRAND TOTAL				

PART III: PROJECT DESCRIPTION AND SCORING CRITERIA

The Matrix below describes each selection criteria as a numerical score within the Slum and Blight Removal Program. The maximum number of points available within any application is 100 points. All selection criteria will be scored in five-point increments and shall be scored on a scale.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Project Need	Project Specs	Project Readiness	Citizen Participation	Leverage	LMI Benefit	Bonus Points	TOTAL
30	10	30	15	5	5	5	100 points

Limit responses to the space provided below with a minimum 9-point font (Arial or Calibri). For each of the following sections a project narrative must be provided and any additional information as noted within each individual application question.

Item 1: PROJECT NEED: Up to 30 points possible. The level of project need will be compared to other applicants.

Points in this section include:

0-9 points—no clearly defined problem or no clear description of the need for the project.

10-19—minor problems or minor need are only defined.

20-30—major problems or description of project need is clearly defined.

Some examples of major needs include:

- Significant structural problems within a non-residential building;
- There is a health and safety threat to users.

The application narrative shall be scored for: (a) explanations of the overall purpose of the project application and factual information that illustrates the severity of the problems or needs; (b) past efforts to resolve the problem and meet the local needs; and (c) stated goals and objectives for resolving the problem or need with a description of how the community will be included in the citizen participation process in order to determine the objectives for problem resolution.

Item 2: PROJECT SPECIFICATIONS: 10 points maximum possible. Describe the technical and financial specifications of the project and provide clarity on how the project will benefit those identified by a CDBG National Objective. The significance of the project specifications will be scored as compared to other applicants.

Points in this section include:

0-2 points—inadequately defined project specifications.

3-5—reasonably defined specifications that is average compared to other applicants.

6-10—above average description of project specifications. All requested data provided.

Within this section, the applicant should explain the technical and financial aspects of the project. Projects should have a clear outline of activities, state who will be responsible for each activity, state the frequency of usage, and a detailed explanation of how the project will reduce future need.

Item 3: PROJECT READINESS: Up to 30 points possible. The level of capacity and commitment by the community will be scored as compared to other applicants.

Points in this section will include:

0-9—lack of local staff or ability to oversee the efforts from planning to the implementation of the physical project, no availability of the site(s) investigated, preliminary work is not substantially completed, and project is not construction ready.

10-19—local capacity is demonstrated through past projects, past community improvement efforts, citizen participation, there is strong evidence of a commitment to proceed with the project, the feasibility and cost estimates are reliable, the project is construction ready and financial resources have been investigated.

20-30—Significant local capacity demonstrated through past improvement efforts, financial resources are secured and pending CDBG award approval, match/non-CDBG funding is committed and documented, and environmental review has been completed. A thorough Redevelopment Plan is provided.

Item 4: CITIZEN PARTICIPATION: Up to 15 points possible. Applicant's description of public participation and the process used to identify community needs and allocate resources to address needs will be compared to other applicants.

The following criteria will be taken into consideration when determining the community's score for the Citizen Participation section.

- Completed a comprehensive needs assessment;
- The needs assessment process includes documented citizen participation;
- Developed, distributed, and analyzed a community needs surveys;
- Held public meetings to discuss the outcomes on the community needs analysis;
- Documentation showing the community needs assessment took place within the past 3 years;

- Developed a priority list using the community needs assessment process;
- Developed a strategy to address items in order of the community’s priority list;
- A record of conducting other community and economic development efforts with significant citizen involvement within the last three years that address items ranked on the community’s priority list;
- The community has adopted or updated a comprehensive plan, housing study, and/or a capital improvement plan within the last five years;
- The community can show evidence of economic initiatives such as completing a business retention and expansion survey, or other viable fundraising efforts.

Points in this section include:

0-4 points—has not completed a majority of the above criteria.

5-9—has completed a majority of the above criteria.

10-15—has completed and properly documented most or all of the above criteria.

Item 5: FUNDING LEVERAGE: Up to 5 points is possible. For purposes of Slum and Blight Removal applications, leverage is defined as local funds provided by the community committed to the project’s non-administrative activities as a ratio to the grant funds requested.

Points will be awarded to applicants based on the amount of leverage provided in ratio to the grant funds requested. Communities who provide more leverage will receive points within this section. The table below further describes these criteria

Leverage	
5 points	More than 100% match to the grant amount requested
4 points	75-100% of total project costs above grant amount requested
3 points	50-74% match to amount of CDBG funds requested
2 points	30-49% match to amount of CDBG funds requested
1 point	4-29% match to amount of CDBG funds requested
0 points	0-3% match to amount of CDBG funds requested

Item 6: LMI Benefit: Up to 5 points is possible. No minimum points in this section are required in order to meet threshold. This scoring category is designed to give points to communities with higher concentrations of LMI persons. Communities with a LMI population of 60% or more will receive 5 points. Communities with a LMI population between 51% - 59.99% will receive no points in this section.

Item 7: Bonus Points: Up to 5 points possible. No minimum points in this section are required in order to meet threshold. Applicant must demonstrate any of the following items at the time of application submittal. These items include:

- a. Applicant is has demonstrated capacity to successfully manage a CDBG project through completion of the Community and Economic Development Training Series – Module B, Technical Assistance for Mayors (TAM) program, Community & Economic Development Training with a CDBG grants management component, another AEDC or HUD sanctioned local officials grant administration program or has demonstrated success subject to AEDC Grants Division discretion. **3 bonus points**
- b. The Slum and Blight Removal Program project is located within an Arkansas Opportunity Zone. **2 bonus points.**

All project scoring is subject to AEDC Executive Director discretion

Based on the instructions and information above, on the following pages are the questions that will need to be answered for the Slum and Blight Removal application. Answers should be provided within the boxes noted below; however, if necessary, attach additional sheets and documentation as needed.

CONTINUE TO APPLICATION QUESTIONS

Item 2. Project Specifications. (10 points max)

Describe in measurable units the specific improvement activities proposed. Include: property acreage, square feet of structure(s) to be removed. Additionally, include a Redevelopment Plan and label it "**Attachment 1**".

Describe 1) the degree to which the proposed accomplishments will reduce or eliminate the need (as identified in Item 1) in the target area, and 2) any plans to address what need(s) remains.

Describe the level of community/business support for the project and potential other investment in area.

Item 3. Project Readiness. (30 points max)

Describe the organization that owns the property.

Identify **annual** costs, specific revenue sources and amounts to demonstrate short- and long-term maintenance of the property. Provide numeric data.

Address each of the following in order: 1) need identification, 2) alternatives considered and why rejected, 3) city ordinance declaring property blighted, 4) determination and maintenance of historic integrity (if applicable), 5) consultation on environmental impacts, 6) how cost estimates were determined, and 7) status of necessary agreements or permits to implement project, 8) briefly outline redevelopment plan and future land use.

List each source and amount of other funds to complete the project. For each source, provide 1) name and telephone number of a contact person, and 2) status of the commitment. Attach commitment letters for all listed sources and label as **“Attachment 4”**.

List other funds investigated and why not available for this project.

Benchmarks. Provide a proposed date for each measurable benchmark in order to outline a schedule for the project. If benchmarks are not met, AEDC may invoke the right to terminate the CDBG contract. The following list is not exhaustive; please add benchmarks applicable to the project on a separate sheet of paper if needed.

Benchmark	Completion Date
Environmental Review Complete	
Hazardous Material Testing	
Obtain all permits and approvals	
Advertisement for Bids	
Bid Opening	
Contract Awarded	
Project Complete	

Item 4. Citizen Participation (15 points max)

Public Participation Process. Provide information for the **past 5 years** on each the following: 1) extent of “public” involvement; 2) identification of community needs; 3) how community has addressed needs identified in item 1; 4) how community has allocated resources towards priority needs. Attach additional information as needed. Be sure to include dates. (15 points maximum)

Did the public participation process include:

- Developing and distributing community attitude surveys? Yes No Dates: _____
- Public meetings to develop community priorities? Yes No Dates: _____
- Involving local groups/organizations to develop community priorities? Yes No
- Prioritization of survey results? Yes No
- Developing action plans for short & long term projects? Yes No

List community and economic development efforts with citizen participation that have been conducted within the past 3-5 years as a result of the above efforts. Please include dates. Attach additional pages if needed.

List all projects/programs implemented/completed within the past 3-5 years. Please include dates. Attach additional pages if needed.

Please list the update or adoption dates of:

Comprehensive plan	_____	Not Applicable	_____
Housing study	_____	Not Applicable	_____
Capital improvement plan	_____	Not Applicable	_____

Has your community completed a business retention and expansion survey for the community? Yes No

Completion Date: _____

Item 5. Funding Leverage (5 points max)

Up to 5 points possible. **For purposes of Slum and Blight Removal Program applications, leverage is defined as local funds provided by the community committed to the project’s non-administrative activities as a ratio to the grant funds requested.**

Points will be awarded to applicants based on the amount of leverage provided in ratio to the grant funds requested. Communities who provide more leverage will receive points within this section. The table below further describes these criteria. Check the appropriate box.

Leverage	
<input type="checkbox"/> 5 points	More than 100% match to the grant amount requested
<input type="checkbox"/> 4 points	75-100% of total project costs above grant amount requested
<input type="checkbox"/> 3 points	50-74% match to amount of CDBG funds requested
<input type="checkbox"/> 2 points	30-49% match to amount of CDBG funds requested
<input type="checkbox"/> 1 point	4-29% match to amount of CDBG funds requested
<input type="checkbox"/> 0 points	0-3% match to amount of CDBG funds requested

Item 6. LMI Benefit (5 points max)

Up to 5 points is possible. This scoring category is designed to give points to communities with higher concentrations of LMI persons. Communities with a LMI population of 60% or more will receive 5 points. Communities with a LMI population between 51% - 59.99% will receive no points in this section.

1. Number of individuals currently served: _____
2. Number of individuals to be served at project completion: _____
3. Number of LMI individuals currently served: _____
4. Number of LMI individuals to be served at project completion: _____
5. Percent of LMI benefit: _____ (#4 divided by #2)

National Objective- Slum and Blight Removal

Check the appropriate box for which type of slum and blight removal basis documentation this project will use:

- Slum and Blight Area Basis Documentation (Attach Exhibit I-1)
- Slum and Blight Spot Basis Documentation (Attach Exhibit I-2)

Item 7. Bonus Points (5 points max)

Up to 5 points possible. No minimum points in this section are required in order to meet threshold. Applicant must demonstrate any of the following items at the time of application submittal. These items include:

- a. Applicant is has demonstrated capacity to successfully manage a CDBG project through completion of the Technical Assistance for Mayors (TAM) program, Community & Economic Development training with a CDBG grants management component, another AEDC or HUD sanctioned local officials grant administration program or has demonstrated success subject to AEDC Grants Division discretion.

3 bonus points

- b. The Slum and Blight Removal Program project is located within an Opportunity Zone.

2 bonus points.

Asbestos Waiver Form

I, _____, (Chief Elected Official) do hereby state on behalf of the City/County of _____, that we commit this letter as a waiver of hold harmless for the Arkansas Economic Development Commission, and all employees of AEDC, of any liability, claims, judgments or action whatsoever as a result of allowing grant funds to be used in the demolition of a building containing asbestos.

(Signature)

(Title)

(Date)

CONTINUE TO CERTIFICATION OF CHIEF ELECTED LOCAL OFFICIAL

Certification of Chief Elected Local Official

To the best of my knowledge and belief, all data contained in this application is true and correct and its submission has been duly authorized by the governing body. I understand that if the application is found to contain significant misinformation or deviates significantly from the integrity of the ACEDP application process, this application will be automatically eliminated from further consideration for funding.

Typed Name: _____

Title: _____

Signature: _____

Date: _____

PART IV: EXHIBITS AND ATTACHMENTS

The Exhibits package contains specific information on the Exhibits that are required for the project as well as any necessary Attachments that must also be provided in order for the applicant to submit a complete application.

The list of required exhibits is identified below as well as provided within the Table of Contents Checklist. **All Exhibit information and templates will be found in the Exhibits package.** The exhibits package can be downloaded from <https://www.arkansasedc.com/community-resources/community-development-block-grant>.

The following Exhibits include the certification and documentation requirements for the Slum and Blight Removal Program application. These Exhibits must be submitted with the application.

Exhibit A: Notice of Public Hearing (including Proof of Publication or Certificate of Posting, attendance roster, and summary of citizen's comments)

Exhibit B: Authorizing Resolution (Original or Certified copy)

Exhibit C: Statement of Assurances and Certifications

Exhibit D: Citizen Participation Plan

Exhibit E: Residential Anti-displacement and Relocation Assistance Plan

Exhibit F: Excessive Force Resolution

Exhibit G-1: LMI Census Worksheet (only for LMI area benefit)

Exhibit G-2: LMI Random Sample Worksheet (only for LMI area benefit)

Exhibit H: LMC Worksheet (Limited Clientele)

Exhibit I-1: Slum and Blight Area Basis Documentation (*for SBA projects*)

Exhibit I-2: Slum and Blight Spot Basis Documentation (*for SBA projects*)

Exhibit J: Urgent Need Certification (*for Urgent Need projects*)

Exhibit K: FFATA Federal Funding Accountability and Transparency Act

Exhibit L: Map of Proposed Project Area

Exhibit M: Systems for Award Management (SAM) record and clearance documentation

Exhibit N-1: Four Factor Analysis Assessing Limited English Proficiency

Exhibit N-2: Language Assistance Plan (optional at the time of application)

The following attachments are required (where applicable) for Slum and Blight Removal Program Applications

Attachment 1: Redevelopment Plan and Authorizing Resolution

Attachment 2: Documentation of Property Ownership

Attachment 3: Estimates for all costs listed in Part II, Project Budget

Attachment 4: Commitment letters for all sources listed in Part II, Project Budget

PART V: ADDITIONAL ATTACHMENTS

When applicable, any additional attachments should be provided in this section of the application. Attachments should be appropriately labeled and noted as the information provided within the Table of Contents Checklist.