



CITY *of* CLOVIS

AFFORDABLE HOUSING PROGRAMS

1033 FIFTH STREET • CLOVIS, CA 93612

FY 2025-2026

**COMMUNITY DEVELOPMENT BLOCK GRANT
PROJECT PROPOSAL FORM**

Proposals due March 12, 2025, 4:00 PM

Via e-mail to housing@clovisca.gov, or in hard copy to
Clovis Affordable Housing Programs, 1033 Fifth Street, Clovis, CA 93612

1. Project Name:

2. Applicant Name:

3. Agency/Department/Corporation Type: (i.e. Government, Non-Profit, LLC, etc.)

4. Applicant Contact Name and Information:

Name: _____

Title: _____

E-mail: _____

Phone: _____

Address: _____

5. Applicant Authorized Signatory Name and Title:

Name: _____

Title: _____

6. Project Description: *(As detailed as possible, including need addressed, objectives, quantities, and proposed outcomes. If additional pages are necessary, please limit to two additional pages)*

7. Project Location: *(include location map)*

8. Total Project Costs*:

1. Community Development Block Grant:	\$	_____
2. Other Federal Source(s):		_____
3. State Source(s):		_____
4. Other Source(s):		_____
	TOTAL \$	_____

**attach additional detailed budget if available/applicable, limit 2 pages*

9. Estimated Implementation and Completion Date:

Implementation/Start Date: _____

Completion Date: _____

Schedule: REQUIRED (edit as needed)

- A. Complete Engineering: _____
- B. Advertise for Bids: _____
- C. Award Construction: _____
- D. Complete Construction: _____

**attach additional detailed timeline if available/applicable, limit 1 page*

10. Project Goals:

- What will the project accomplish?
i.e.: Provide additional services to senior citizens in Clovis to improve health and safety.

- How many people/households and/or businesses are expected to benefit from this project?

- How will you measure and evaluate how the project meets its goals and objectives?
i.e.: By identifying the number of senior's utilizing the service.

- How would this project compliment other proposed projects in the area?
i.e.: Compliments the Senior Center and other programs offered that are not funded by CDBG

11. If project is specific to a location, applicant is required to perform a site visit, fill out the environmental assessment questionnaire (attached), and include site photos with the application.

Is application site-specific? _____Yes _____No

If answer is Yes, then applicant is required to perform a site visit and attach site pictures.

Date of Site Visit: _____

Performed by (Name, Title): _____

Pictures Included? _____Yes _____No

12. Provide your Department/Agency history with administering federal and/or CDBG funded projects or activities:

13. Are the activities part of a targeted revitalization effort?

Yes No

14. Additional information to support your application can be provided, but it is limited to five additional pages front-and-back.

15. All applicants are required to fill out the Environmental Assessment Questionnaire and Supplemental Questionnaire attached hereto.

Signature:

Date:

X _____

Name: _____

Title: _____

CDBG
ENVIRONMENTAL ASSESSMENT QUESTIONNAIRE

Applicants to provide the following information as required for federal and state (NEPA and CEQA) environmental review. In order to process the CDBG application, **all questions must be answered thoroughly.**

1. Project Name: _____

2. Applicant/Department Name: _____

3. Existing Zone District: _____

4. Existing General Plan Land Use Designation: _____

Is the project in conformance with local land use, circulation and drainage plans?

5. Present land use: _____

6. Describe major vegetative cover: _____

7. List existing physical site conditions to be improved by the project, such as buildings, wells, pipelines, roads, etc., and the estimated year of construction for any building(s) on the site to be improved by the project:

8. Surrounding land uses (e.g., agriculture, residences, school, business). Include photographs.

North: _____

South: _____

East: _____

West: _____

9. Provide a written description and map (or maps) illustrating (in detail) the location and size of EXISTING sewer, water and/or drainage lines to be replaced or installed and/or location and size of EXISTING curb, gutter and/or sidewalk improvements to be repaired or constructed.

10. Provide a written description and map (or maps) illustrating (in detail) the location and size of PROPOSED sewer, water and/or drainage lines to be replaced or installed and/or location and size of PROPOSED curb, gutter, and/or sidewalk improvements to be repaired or constructed, and size and location of material or equipment staging areas.

11. Are any of the following located within 1,000 feet of this project? If so, indicate name and location on the project map:

a. major road/ highway: _____

b. railroad track: _____

c. airport (within one mile): _____

d. building or structure 50 years old or older (please include photographs):

e. perennial or intermittent water courses: _____

f. storage tanks (e.g., propane, grain silo, agri-chemicals (include photographs):

g. known hazardous waste site: _____

h. explosive or flammable operation (within one mile): _____

12. Certain types of federal financial assistance may not be used in floodplains unless the community participates in National Flood Insurance Program and flood insurance is both obtained and maintained.

a. Does this project involve mortgage insurance, refinance, acquisition, repairs, rehabilitation, or construction of a structure, mobile home, or insurable personal property?

Yes No

b. Does your project occur in a floodplain?

Yes No *provide FEMA map

13. HUD's noise regulations protect residential properties from excessive noise exposure. HUD encourages mitigation as appropriate.

a. Is your project anticipated to cause excessive noise near residential properties?

Yes No

14. Is your project anticipated to create adverse environmental impacts upon a low-income or minority community?

Yes No

CDBG – SUPPLEMENTAL QUESTIONNAIRE

	YES	NO	N/A
1. Is the project in conformance with land use, circulation, and drainage plans?	_____	_____	_____
2. Will the project require rezoning, a conditional use permit, variance, parcel map, or subdivision map?	_____	_____	_____
a. Can zoning etc. be changed prior to July 1?	_____	_____	_____
3. Does the applicant have clear title to all properties involved in the project?	_____	_____	_____
a. Will the applicant need to acquire real property, road rights-of-way, or easements, as part of the project?	_____	_____	_____
(HUD requires compliance with its acquisition procedures.)			
b. Will the project cause displacement of residents or businesses?	_____	_____	_____
c. Can an alternate site be selected to avoid displacement?	_____	_____	_____
4. Are all improvements affixed to the property? Furniture, and other equipment and improvements, (except for fire equipment) not affixed to the property are ineligible for CDBG funding.	_____	_____	_____
5. Does the project address any serious health and safety issues?	_____	_____	_____
a. If so, please attach correspondence the agency has received from a health or regulatory agency to confirm the seriousness of the problem.	_____	_____	_____
6. Will the project affect any historical resources?	_____	_____	_____
7. Is any of the land to be improved by the project under an agricultural contract (Williamson Act)?	_____	_____	_____
8. Does your project include new construction or conversion of land use facilitating the development of public, commercial, or industrial facilities OR five or more dwelling units?	_____	_____	_____

To the best of my knowledge, the foregoing information in the project information package is true.

Applicant Signature

Date

Name

Title