



Community Development Block Grant (CDBG) Program Application Fiscal Year 2017–2018

GENERAL INFORMATION

**PLEASE READ ATTACHED INSTRUCTIONS ON PAGE NN FOR MORE INFORMATION.
APPLICATIONS ARE DUE*: JANUARY 13, 2017, 4:00 P.M.
PLEASE SUBMIT THE ORIGINAL PLUS 2 COPIES TO:**

**Carson City Dept. of Finance
201 N. Carson St., Ste. 3
Carson City, NV 89701**

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. An electronic version of this document is available at CARSON.ORG/CDBG.**

APPLICANT INFORMATION

Agency Name: Carson City Public Works	
Agency Mailing Address: 3505 Butti Way, Carson City, NV 89701	
Project Name: North Carson Street Pedestrian Improvements	
Project Address/Location: North Carson Street from Bath Street to John Street	
Agency Director: Darren Schulz	
Board Chairperson: Brad Bonkowski, RTC Chair	
Contact Person: Patrick Pittenger	
Phone Number: 775-283-7396	Email: PPittenger@carson.org
Fax: 775-887-2112	Website (if applicable): www.carson.org
How long has your organization been in existence?	In Carson City? Yes

PROJECT FUNDING

Requested amount:	\$230,327
Other funding:	N/A
Total project cost:	\$230,327

PROJECT SUMMARY

Please provide a **brief** summary of the proposed project (not the organization), including what the project is, who will be served, how many will be served, and where will it take place. The description should be **no more than five sentences**.

The project will improve the accessibility of intersections and sidewalks along North Carson Street between Bath Street and John Street by reconstructing sidewalks, driveway access, and ramps to ADA standards. The North Carson Street corridor is a commercial center comprised of retail and service-oriented businesses, including Grocery Outlet and FISH. The corridor serves the entire City, but is located within an area that is predominately low to moderate income (53%). This project type and location is identified in the 5-Year Consolidated Plan as Priority Needs 5, 6, and 12.

FUNDING CATEGORY

<input checked="" type="checkbox"/> Public Improvements	<input type="checkbox"/> Public Services
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Housing

PROJECT ELIGIBILITY

A. **This project meets at least ONE of the HUD national objectives listed below** (please check all that apply)

1. Benefits low/moderate income individuals/households
 2. Addresses the prevention or elimination of slums or blight
 3. Meets a particularly urgent community development need

B. **Check all statements that describe HOW this project meets one of the National Objectives above:**

L/M Area Benefit: the project meets the identified needs of L/M income persons residing in an area where at least 51% of those residents are L/M income persons. The benefits of this type of activity are available to all persons in the area regardless of income. ***Examples:*** street improvements, water/sewer lines, neighborhood facilities, façade improvements in neighborhood commercial districts.

L/M Limited Clientele: the project benefits a specific group of people (rather than all the residents in a particular area), at least 51% of whom are L/M income persons. The following groups are presumed to be L/M: abused children, elderly persons, battered spouses, homeless, handicapped, illiterate persons. ***Examples:*** construction of a senior center, public services for the homeless, meals on wheels for elderly, construction of job training facilities for the handicapped.

L/M Housing: the project adds or improves permanent residential structures that will be occupied by L/M income households upon completion. Housing can be either owner or renter occupied units in either one family or multi-family structures. Rental units for L/M income persons must be occupied at affordable rents. Examples: acquisition of property for permanent housing, rehabilitation of permanent housing, conversion of non-residential structures into permanent housing.

L/M Jobs: the project creates or retains permanent jobs, at least 51% of which are taken by L/M income persons or considered to be available to L/M income persons. ***Examples:*** loans to pay for the expansion of a factory, assistance to a business which has publicly announced its intention to close with resultant loss of jobs, a majority of which are held by L/M persons.

Microenterprise Assistance: the project assists in the establishment of a microenterprise or assists persons developing a microenterprise. (A microenterprise is defined as having five or fewer employees, one or more of whom owns the business.) This activity must benefit low/moderate income persons, area or jobs as defined in previous sections.

Slum or Blighted Area: the project is in a designated slum/blight area and the result of this project addresses one or more of the conditions that qualified the area.

_____ **Spot Blight:** the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. **Examples:** historic preservation of a public facility threatening public safety, demolition of a deteriorated, abandoned building.

C. Project Category (check one):

_____ Public Service (i.e., a new service or an **increase** in the level of service)

X Public Facilities and Improvements (i.e., homeless shelter, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community centers, senior centers, health centers, parking, landscaping, streets, curbs, gutters and sidewalks, parks and playgrounds).

_____ Acquisition of Real Property

_____ Disposition of Real Property (sale, lease or donation)

_____ Privately-Owned Utilities

_____ Relocation Payments and Assistance to Displaced Persons

_____ Removal of Architectural Barriers, Handicapped Accessibility

_____ Housing Rehabilitation (weatherization)

_____ Historic Preservation

_____ Commercial or Industrial Rehabilitation, including façade improvements and correction of code violations

_____ Special Economic Development or assistance to microenterprises

PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see table on page 13). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project, including how the project will address the National Objective indicated and whether the project is new, ongoing, or expanded from previous years. **(please use allotted space)**

The project will enhance accessibility through ADA-compliant sidewalk improvements and address maintenance and deterioration. Improvements are located within a low to moderate income neighborhood with non-compliant ADA sidewalks, the overall neighborhood is 53% low to moderate income. This project will improve pedestrian safety and accessibility through the corridor and to essential goods and services.

2. If the proposed project already exists, please describe your success rates in providing services to low- to moderate-income persons:

Public Works has demonstrated success through the construction of other sidewalk improvement projects. This grant would promote future improvements to the corridor.

3. Describe who will benefit from the proposed project.

Beneficiaries of the project include low to moderate income residents of the neighborhood, business owners, and users of the corridor across all demographic groups.

4. If your project is designed to serve a specific or limited clientele, please indicate the population you will be serving with your project/program:

Abused Children Illiterate Persons Homeless Persons
 Battered Spouses Severely Disabled Adults Migrant Farm Workers
 Elderly Other (Please explain)

5. If your project will not be serving a limited clientele, explain how you will document client income and how you will document that at least 51% of your clientele will be low-to-moderate income:

The project benefits a low to moderate income population on an area-wide basis. Additionally, the project improves access to low to moderate income housing and to a non-profit entity that benefits low to moderate income persons (FISH).

6. How will the funds be used on this project?

The funds will be used for the design, construction, and management of the proposed project.

7. Can your organization reduce the need for grant funding in the future and become self-sustaining? Explain.

The maintenance needs of the City's roadways and sidewalk infrastructure far exceeds the available budget to address all of the necessary improvements.

8. Can you still proceed with your project if you are awarded partial funding? Please provide a detailed explanation.

Any reduction in funding request would cause the project to be scaled down. However, grants such as these allow the City to make greater progress in improving infrastructure.

9. Are there other organizations that provide the same service as your organization? If so, how do you coordinate your services?

No.

10. What is the geographic target area that will be served by this project?

- Target Area (specify geographic area) Census Block Group 1-3, Tract 5.02
 Community-wide

For Public Improvement (construction) Projects ONLY:

1. Is the proposed project part of a larger project or is it a stand-alone project? (If part of a larger project, please describe the entire project.)

This is a stand-alone project. However, significant transportation projects require infrastructure to be brought into compliance with ADA standards. The associated ADA improvements will support future improvements to this corridor. Additionally, the project addresses a priority intersection in the City's Transportation ADA Transition Plan.

2. Can this project be done in different phases? Yes No
If YES, explain.

The proposed project could be done in different phases, although it is not ideal

3. Have CDBG funds been used for an earlier phase? Yes No

4. Who currently holds title to the property involved?

Carson City

5. With whom will title be vested upon completion?

Carson City

6. Do any rights-of-way, easements or other access rights need to be acquired?
 Yes No N/A

7. If the project requires water rights or well permits, have they been acquired?
 Yes No N/A

For CDBG Economic Development projects ONLY:

1. Identify the proposed employers that will be assisted with this project; (b) describe how they will comply with the requirement that at least 51% of the permanent full-time jobs created are either held by or made available to LMI persons; and (c) explain how they will document the jobs created and the income levels of the persons hired.

For CDBG Housing Projects please indicate:

The number of homes to be rehabilitated: _____

The number of persons to be benefited: _____

PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this project?

The improvements will improve ADA compliance and enhance the corridor's accessibility to businesses that provide essential goods and services. 1,640 low to moderate income residents will be served by this project. However, this is a commercial area that serves the entire City.

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

Out of the total residents in the area, 1,640 are low to moderate income. All of which are Carson City residents.

3. What is the projected **outcome** of this project? (How will the outputs benefit the total number of people in Question 1?)

The result of this project will be improved sidewalk and intersection infrastructure. Improved connectivity will allow for residents to access essential goods and services such as Grocery Outlet and FISH.

4. How do you plan to track clients served?

Staff will track pedestrian use through a Complete Streets Monitoring Program. Pedestrian counters will be used to track current and future pedestrian levels.

PROJECT BUDGET

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CDBG Grant. Detailed calculations **must** be attached in support of the proposed budget. Other funding is not required but will increase your score. Amount must match “Other Funding” from page #1. **Also attach Profit and Loss Statement, General Ledger, and Balance Sheet. Attach copies of funding commitment letters or other evidence of funding support, if applicable.**

Project Title:	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2016-17				
Project design, construction, and management	\$230,327			\$230,327
TOTALS	\$230,327			\$230,327

AGENCY ASSETS	
Unrestricted cash	N/A
Restricted cash*	N/A
Total cash on hand	N/A

***If restricted cash, attach description and amount of restriction**

Have you applied for or received any funds or in-kind contributions from Carson City? If so, please describe.

BUDGET JUSTIFICATION

Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
Please refer to Attachment C for a detailed cost estimate		

PROJECT ADMINISTRATION

AGENCY DIRECTOR

Name:	Darren Schulz
Title:	Public Works Director
Address:	3505 Butti Way, Carson City, NV 89701
Phone number:	775-283-7391
Email:	dschulz@carson.org

PROJECT MANAGER

Name:	Patrick Pittenger
Title:	Transportation Manager
Address:	3505 Butti Way, Carson City, NV 89701
Phone number:	775-283-7396
Email:	ppittenger@carson.org

FISCAL MANAGER

Name:	Dirk Goering
Title:	Senior Transportation Planner
Address:	3505 Butti Way, Carson City, NV 89701
Phone number:	775-283-7431
Email:	dgoering@carson.org

PERFORMANCE TRACKING CONTACT

Name:	Hailey Lang
Title:	Transportation Planner
Address:	3505 Butti Way, Carson City, NV 89701
Phone number:	775-283-7387
Email:	hlang@carson.org

AGENCY INFORMATION

Date of incorporation	N/A
Date of IRS certification	N/A
Tax exempt number	N/A
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	073787152

Attach items 1-6 to your application. Item 7 is optional. Please list and reference any additional attachments you are providing with your application. Do not include attachments unless they are needed to understand the project.

INDEX OF ATTACHMENTS

Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c)(3) letter (available to print from Secretary of State's website)	N/A
2	Proof of incorporation from Secretary of State (Certificate Only) Go to https://www.nvsilverflume.gov/certificate You will need to register in order to get the certificate. Cost is \$50. OR Submit proof that your entity is active and in good standing. Go to http://nvsos.gov/sosentitysearch/ and print your business entity information	N/A
3	Current Organization Chart with names of staff members	N/A
4	Current Board of Directors and terms of office. [If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CSSG funds.]	N/A
5	501(c)(3) non-profits: Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	N/A
6	Profit and Loss Statement, General Ledger, Balance Sheet	N/A
7	Funding commitment letters and/or letters of support (if applicable)	N/A
A	Map of Project Area	X
B	Photographs of Existing Roadway	X
C	Cost Estimate	X
D	Letter of Support	X

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

Signature of Authorized Official	Date
Typed Name and Title of Authorized Official	Phone Number

Signature of President of Board of Directors	Date
Typed Name of President of Board of Directors	Phone Number

**Table 2B: Priority Community Development Needs
(This table is for your reference only. Do not fill out)**

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property Disposition	Medium					
Clearance and Demolition	Low					
Clearance of Contaminated Sites	Low					
Code Enforcement	Low					
Public Facility (General)	Measures by # of Projects/Facilities					
Senior Centers	Medium					
Handicapped Centers	Medium					
Homeless Facilities	High	1		1		
Youth Centers	Medium					
Neighborhood Facilities	High	1		1		
Child Care Centers	Medium					
Health Facilities	Medium					
Mental Health Facilities	High					
Parks and/or Recreation Facilities	High	1		1		
Parking Facilities	Medium					
Tree Planting	Low					
Fire Stations/Equipment	Medium					
Abused/Neglected Children Facilities	High	1		1		
Asbestos Removal	Low					
Non-Residential Historic Preservation	Medium					
Other Public Facility Needs	Medium					
Infrastructure (General)	Measured by # of Projects/Facilities					
Water/Sewer Improvements	Medium					
Street Improvements	High					
Sidewalks	High	4		4		
Solid Waste Disposal Improvements	Medium					
Flood Drainage Improvements	Medium					
Other Infrastructure	Medium					
Public Services (General)	Measured by # of Persons Served					
Senior Services	Medium					
Handicapped Services	High			50		
Legal Services	Medium					
Youth Services	High			250		
Child Care Services	Medium					

Transportation Services	Medium					
Substance Abuse Services	High			300		
Employment/Training Services	Medium					
Health Services	Medium					
Lead Hazard Screening	Medium					
Crime Awareness	Medium					
Fair Housing Activities	High	1		50		
Tenant Landlord Counseling	Medium					
Other Services	Medium					
Economic Development (General)	Measured by Business Assisted and Jobs Created					
C/I Land Acquisition/Disposition	Medium					
C/I Infrastructure Development	Medium					
C/I Building Acq/Const/Rehab	Medium					
Other C/I	Medium					
ED Assistance to For-Profit	Low					
ED Technical Assistance	Medium					
Micro-enterprise Assistance	Low					
Other						
Transit Oriented Development	Medium					
Urban Agriculture	Medium					

North Carson Street Improvements



Attachment B: Photographs of Existing Roadway



North Carson Street and Long Street



North Carson Street and Adams Street



North Carson Street and Park Street



North Carson Street and Corbett Street



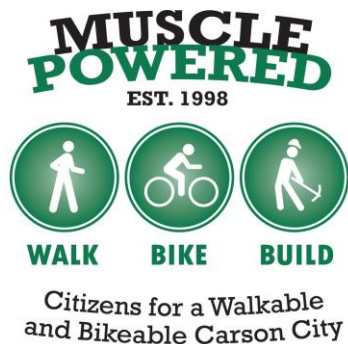
North Carson Street and Rice Street

Attachment C: Cost Estimate

Preliminary Statement of Probable Cost
 N Carson Street Safety and ADA Improvements
 John to Bath Street on East Side
 December 27, 2016

Item	Description	Quantity	Unit	Price	Amount
1	Mob/demob	1	LS	\$15,000.00	\$15,000
2	Traffic Control	1	LS	\$18,000.00	\$18,000
3	SWPPP	1	LS	\$1,500.00	\$1,500
4	Demo	9,835	SF	\$2.50	\$24,588
5	Ped Ramp	1,476	SF	\$7.00	\$10,332
6	Depressed Curb	578	LF	\$27.00	\$15,606
7	AC Patch 4" on 12"	1,666	SF	\$7.00	\$11,662
8	Sidewalk	1,700	SF	\$5.00	\$8,500
9	Truncated Dome Plates	191	SF	\$75.00	\$14,325
10	Crosswalk Striping	620	SF	\$5.00	\$3,100
11	Full Curb/gutter	151	LF	\$27.00	\$4,077
12	Driveway	2,600	SF	\$10.00	\$26,000
13	Landscape Credit	1	LS	\$10,000.00	\$10,000
14	Replace Water Service	3	EA	\$2,500.00	\$7,500
15	A C Transition 4" on 12"	1,485	SF	\$7.50	\$11,138
	Subtotal				\$181,327
	Design				\$20,000
	Survey				\$4,000
	CM				\$20,000
	Testing				\$5,000
	Total				\$230,327

Attachment D



PO Box 2402 Carson City, NV 89702
Musclepowered.org

January 7, 2017

Carson City Board of Supervisors
201 North Carson St.
Carson City, NV 89701

Dear Carson City Supervisors:

Muscle Powered is a local, grassroots advocacy organization established in Carson City in 1997 to help make Carson City a better community for biking and walking through advocacy, education, and promotion of bike-and-pedestrian-friendly infrastructure and development.

On behalf of the Board of Directors and members of Muscle Powered, I am writing this letter to support Carson City's CDBG (Community Development Block Grant) Application to fund a project to improve sidewalks along North Carson St. from Bath St. to John St. by repairing or installing curb and gutter, and making curb ramps etc. compliant with the Americans with Disabilities Act.

We think that with the completion of pedestrian and bicycle improvements along Carson Street in central Carson City, it is now a perfect time to upgrade pedestrian accessibility and safety on North Carson Street. There will be more pedestrians of all types – including the elderly, children, families, disabled people - using Carson Street with the completion of the downtown improvements.

This section of Carson Street has many businesses that should be more accessible to pedestrians. People with disabilities are especially challenged in negotiating this part of Carson Street, with its old and outmoded pedestrian infrastructure. We urge you to support this project to make North Carson Street safer and more accessible to pedestrians.

Sincerely,

Anne Macquarie
Secretary

Muscle Powered: Citizens for a Walkable and Bikeable Carson City

FRIENDS IN SERVICE HELPING



138 E. LONG STREET * CARSON CITY * NEVADA * 89706 * (775) 882-3474 * www. NVfish.com

To whom it may concern,

Friends In Service Helping (FISH), is wholly in support of repairing sidewalks on the East side of North Carson St. between Bath and John streets. FISH has made significant effort to enhance the look of our thrift store on Carson St. with the hope that others in the community will upgrade their facilities to reflect the revitalization of the down town area.

With our support, we are hopeful that as these sidewalks become ADA compliant, the city is able to add brick, paver accents, and/or concrete stamping/stain to help the North end of Carson St. tie into the newly remodeled downtown. If these accents create a cost overrun, FISH is also willing to help the city fundraise to cover these additional costs.

If approved by the CDBG committee and City Supervisors, this project will require the demolition of existing sidewalks, so it would be an opportune time to have the new walkways upgraded to reflect the "artistic design features" that were integrated in the down town area. Let us not make the mistake of trying to retrofit these sidewalks in the near future.

So, in addition to improving the safety for all, and assisting the disabled to receive services at our Carson City Complex, this project can expand and further encourage the North end of the city to make changes complementing the new walkways, and adding to the charm/theme of the remodeled downtown.

Please contact me with any questions and please look at the current condition of the walk ways in front of and alongside of our Carson Thrift store. They are deteriorated and the outdated ramps create dangerous travel for bicyclists and those using walkers/wheelchairs.

Thank you for your consideration.

A handwritten signature in blue ink, appearing to read "Jim Peckham", is written over a horizontal line.

Jim Peckham

Executive Director

FISH

Providing Food, Instruction, Shelter, and Healthcare to those in need

Also known as: Friends In Service Helping

138 E. Long St.

Carson City, NV 89706

jim@nvfish.com

775-882-3474 Ext # 101

www.nvfish.com

THE FISH MISSION:

To provide food, clothing, shelter and medical aid to the homeless and hungry within our community, with the objective to provide programs and referrals to families and individuals so they may become self sufficient.



CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

January 11, 2017

To Whom It May Concern:

Carson City Health and Human Services wishes to take this opportunity to express our support for Carson City Public Works Department's application to the Community Development Block Grant.

Carson City Health and Human Services' mission is to protect and improve the quality of life for our Community through disease prevention, education, and support services. The relationship between public health and infrastructure is well documented. The efforts proposed with this funding to improve the walkability of neighborhoods in Carson City, particularly improving sidewalks and along North Carson Street, fill an important public health and safety need and help to improve equity for active-transportation dependent populations in our community.

Carson City Health and Human Services, the first accredited Health Department in Nevada, is a Bronze-level Bicycle Friendly Business and a partner of Carson City Public Works, Muscle Powered, and the Carson City Sheriff in helping to improve the safety and accessibility of our streets for active transportation. The Health Department has a well-documented track record of prioritizing bicycle and pedestrian issues in Carson City, both through the Safe Routes to School Program and through the inclusion of bicycle and pedestrian safety and access as one of the 11 key issues in our Community Health Improvement Plan.

The North Carson Street corridor is a key location to make pedestrian safety improvements. The corridor sees heavy pedestrian traffic. Residents of several low-income housing units located in this area rely on walking and bicycling to access amenities and resources in the community.

Thank you for your consideration of Carson City Public Works' application.

Respectfully,

A handwritten signature in cursive script that reads "N. Aaker".

Nicola Aaker
Director, Carson City Health and Human Services

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services (775) 887-2195 Fax: (775) 887-2192	Public Health Preparedness (775) 887-2190 Fax: (775) 887-2248	Human Services (775) 887-2110 Fax: (775) 887-2539	Disease Control & Prevention (775) 887-2190 Fax: (775) 887-2248	Chronic Disease Prevention & Health Promotion (775) 887-2190 Fax: (775) 887-2248
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