

**APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM
— 2013 Program Year Funding—**

ACTIVITY NAME: Infrastructure Improvements / Curbs and Sidewalks

APPLICANT: City of Saratoga Springs, DPW

MAILING ADDRESS: City Hall – DPW, 5 Lake Avenue, Saratoga Springs, NY 12866

PHONE: 518-587-3550, ext. 2561 FAX: 518-587-2417 EMAIL: skip.scirocco@saratoga-springs.org

CONTACT PERSON: Anthony J. “Skip” Scirocco TITLE: Commissioner

APPLICANT (select 1): City Department Private non-profit organization Other Public Agency
(List Dept.) (List Federal ID #) (Specify)

(DUNS #)

NATIONAL OBJECTIVE (select 1):
“Benefit persons of Low/moderate income” “Address slum/blight Conditions” “Urgent CD Need”
 L/M Income Area Benefit “N/A.” Slum/blighted Area “N/A.” Urgent Need
 L/M Income Limited Clientele Activities Slum/blighted Spot Basis
 L/M Income Housing Activities “N/A.” Urban Renewal Completion
 L/M Income Job Creation/Retention

REQUESTED ENTITLEMENT FUNDING: \$30,000
 Funding Leveraged from Other Sources: \$0
 Total Activity Cost: \$30,000

Proposal Abstract - please provide a *brief* overview of your proposal including the number of persons that will be served with this grant in the space below:

See attached



 (Authorized Signature)
 Anthony J. “Skip” Scirocco

 (Typed or Printed Name)

Commissioner DPW

 (Title)
 1/30/13

 (Date)

Please respond in writing to each of the following (add additional pages as necessary):

1. ACTIVITY DESCRIPTION

Provide a detailed description of your proposed activity. In this description, provide responses to the following items:

- A) Identify whether the activity is new, ongoing, or expanded from previous years.
- B) Describe the community need that your activity is intended to address and how your activity will address that need. Provide evidence that this need is currently not being addressed through existing programs or activities.
- C) Identify who will benefit from the proposed activity. If the activity is designed to benefit:
 - C-1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve.
 - C-2) the inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located.
 - C-3) designed to benefit a low-moderate income “limited clientele”, identify the “limited clientele” group.
- D) Identify your performance goals and the types of indicators you will use to document activity accomplishments and success. **(Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, etc.)**
- E) Provide an activity timeframe/schedule (include start, completion dates, and other significant performance stages).
- F) Identify whether the activity requires additional local, state or federal approval (license, permit, design/historic/environmental review, etc.). For construction/site development projects, provide evidence of site control.

2. ORGANIZATIONAL CAPACITY

- A) Provide an overview of your organization including length of time in existence. List current officers and board members and identify any prior funding by the City of Saratoga Springs (year, activity, and amount).
- B) Describe your organization’s experience in successfully conducting this type of activity. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.
- C) Identify the person(s) responsible for program and financial management of the activity. Identify all other persons involved in this activity noting whether these positions are current or new, pending this award. For construction/site development projects, identify the development team including proposed contractors, subcontractors, and project manager.
- D) Identify any other agencies/partners involved in this activity and define their roles and responsibilities.

3. ACTIVITY BUDGET - (ATTACHMENTS 1, 2)

- A) Include attached budgets (Attachments 1, 2) as appropriate. Depending on the activity, the applicant may need to submit one or both of the attached budget forms. More detailed budgets may be attached (and are recommended) in support of the proposal. If an architect, engineer, or other personnel have conducted a cost analysis, attach a copy noting the author and date of analysis.
 - PROGRAM OPERATING BUDGET (Attachment 1) - for all proposals including public service projects and construction/site development projects
 - CONSTRUCTION/SITE DEVELOPMENT BUDGET (Attachment 2) - for construction/site development projects
- B) Identify the amount and sources of leveraged funding for this activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.). Attach copies of funding commitment letters or other evidence of funding support.

4. MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS - (ATTACHMENT 3)

The City of Saratoga Springs is responsible for ensuring that subrecipients expend awards in accordance with applicable laws, regulations, and provisions of contracts and grant.

- A) In accordance with OMB Circular A-133, please complete Attachment 3 and include it with your application.
- B) During your last fiscal year, if your organization expended more than \$500,000 in total federal financial awards (including CDBG and all other federal assistance), please include a copy of your latest Single Audit Report with this application.

PROGRAM OPERATING BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PERSONNEL				
Salaries				See attached schedule
Fringe				
Other (consultants, etc.)				
<i>Subtotal</i>				

OVERHEAD				
Advertising/Marketing				
Program Supplies				
Rent & Utilities				
Other – list below				
<i>Subtotal</i>				

TOTAL COST

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CONSTRUCTION / SITE DEVELOPMENT BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PRECONSTRUCTION				
Legal				
Engineering				
Architectural/Design				
Fees and Permits				
<i>Subtotal</i>				

DEVELOPMENT				
Relocation				
Site Preparation				
Construction - materials				
Construction - labor				
Construction Financing				
Other - (explain)				
<i>Subtotal</i>				

TOTAL COST				
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**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133
MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS**

ORGANIZATION: CITY OF SARATOGA SPRINGS

MAILING ADDRESS: DEPARTMENT OF PUBLIC WORKS, 5 LAKE AVENUE, SARATOGA SPRINGS, NY 12866

FEDERAL ID #: 14-6002423

PHONE: 518-587-3550, EXT. 2561

FAX: 518-587-2417

DUNS #: _____

1. Please identify your fiscal year (mth/yr to mth/yr): January 1, 2013 to December 31, 2013

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

2. Community Development Block Grant Entitlement Funding (CDBG):

CDBG Activity Name: Infrastructure Improvement / Curbs and Sidewalks

CDBG Funding Program Year: 2013

CDBG Funding Amount: \$30,000

3. Other Federal Financial Awards (cash & non-cash):

GIVE NAME & CATALOG OF FEDERAL FINANCIAL ASSISTANCE (CFDA) #

AMOUNT OF AWARDS

GIVE NAME & CATALOG OF FEDERAL FINANCIAL ASSISTANCE (CFDA) #	AMOUNT OF AWARDS
_____	_____
_____	_____
_____	_____

4. During your last fiscal year, has your organization expended more than \$500,000 in total federal financial awards (incl. CDBG & all other federal assistance)? YES * NO _____

* If "yes", include a copy of your latest Single Audit Report with this completed and signed form as part of your application. If you answered "no", please complete, sign and return this form.

5. Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? YES * _____ NO _____

* If "yes", please describe: _____

6. Other Saratoga County Awards (cash & non-cash):

IDENTIFY PROGRAM NAME & YEAR OF AWARD

IDENTIFY AMOUNT OF Co. AWARDS

IDENTIFY PROGRAM NAME & YEAR OF AWARD	IDENTIFY AMOUNT OF Co. AWARDS
_____	_____
_____	_____
_____	_____
_____	_____

Authorized Signature

Date

**NEIGHBORHOOD PUBLIC IMPROVEMENTS: 2013 Eligible Areas
YEAR 2013 PROGRAM IMPROVEMENTS**

PROPOSED BY THE CITY OF SARATOGA SPRINGS
DEPARTMENT OF PUBLIC WORKS

ACTIVITY BUDGET

Total Project Cost: \$30,000

Itemized as follows:

Sidewalks \$7.00 / SF

Pre cast curbs \$20 linear foot

Granite Curbs \$35 linear foot

**NEIGHBORHOOD PUBLIC IMPROVEMENTS: 2013 Eligible Areas
YEAR 2013 PROGRAM IMPROVEMENTS**

PROPOSED BY THE CITY OF SARATOGA SPRINGS
DEPARTMENT OF PUBLIC WORKS

INFRASTRUCTURE IMPROVEMENTS / CURBS AND SIDEWALKS

NEED IDENTIFICATION:

The project, entitled Neighborhood Public Improvements, represent a continuation of infrastructure program work begun several years ago in eligible areas throughout the City including the City's North Side, South Side, West Side and East Side neighborhoods. The Department of Public Works has worked with Sustainable Saratoga in conjunction with the walkability program. A large majority of the streets listed below have a dense population of seniors. The primary focus of our infrastructure improvement program has been to first concentrate on the construction or reconstruction of sidewalks where necessary throughout the eligible neighborhood areas.

Experience has shown that these types of neighborhood improvements significantly benefit eligible low to moderate-income areas within the City of Saratoga Springs.

We propose to continue the program of construction for sidewalks, curbs, and handicap accessibility within the targeted area of low to moderate income in the city per the 2000 Census. After a thorough inspection the following areas were determined to be in need of repairs to various sections of the sidewalks:

- Congress Street – east side between Broadway and Franklin Street
- Federal Street – east side between Congress & Washington Streets
- Ballston Avenue – south side between West Circular and Lincoln Avenue
- Perry Street – south side between Aletta Street and Ballston Avenue
- Church Street – both sides between Broadway and Van Dam Streets
- West Harrison Street – both sides between Division and Church Streets
- Fenlon Street – both sides between Broadway and Ballston Avenue
- 87 Division Street

We believe that this investment in infrastructure improvements will greatly improve pedestrian safety, while at the same time adding to and enhancing the visual and economic characteristics of these neighborhoods. A visual inspection of these areas will confirm the need for Curbs, Sidewalks and Handicapped Access Ramps at critical locations.

ACTIVITY DESCRIPTION:

Funding for this phase of the neighborhood infrastructure improvement program will allow the City to continue with this highly successful program.

This work will primarily consist of excavating and removing existing sidewalk and curb material and the construction of new concrete curbs and sidewalks, including handicapped access ramps

We propose to construct these infrastructure improvements during the 2013 summer and fall construction season.

APPLICANT EXPERIENCE:

Work will be performed by personnel from the Department of Public Works, which has a successful history of constructing these types of projects.

The DPW Concrete Construction Working Supervisor will oversee and supervise the construction. The Deputy Commissioner of Public Works also supervises field operations and construction procedures.

The construction crew consists of six Full-Time Public Works employees.