

To: Applicants for City of Danbury PY37 (2011) CDBG Funding
From: Laurence E. Wagner, Danbury CDBG Program Administrator
Subject: PY37 Annual Action Plan Preparation
Date: December 21, 2010

Today starts the beginning of the City's preparation of its PY37 (2011) CDBG Annual Action Plan. While HUD has not yet officially provided the City with the 2011 funding allocation we are proceeding based on last year's level of \$627,000. Approximately \$100,000 of that will be available for social/public service project funding.

Funds will be available for projects/programs in the areas of housing, community facilities, economic development and public services for activities which will either 1.) Benefit low/moderate income persons, 2.) Eliminate slum and blight or 3.) Resolve an imminent threat to public health or safety for projects starting on or about August 1, 2011.

Completed Applications with supporting documentation must be received at our office no later than 2:00 p.m. on Wednesday, February 9, 2011. Please do not submit applications by fax or e-mail.

Please do not hesitate to call if you have any questions or would like to discuss your project in more detail.

There will be an Application Workshop on Tuesday, January 18, 2011 at 9:30 a.m. in the Danbury City Hall, City Council Chambers, 3rd Floor, 155 Deer Hill Avenue, Danbury, CT. to review and discuss the Application, eligibility requirements and other issues regarding this years funding. **It is strongly suggested that all potential applicants attend.**

You will need to submit your proposal with a sufficient level of detail and an adequate level of supporting documentation so that the City can review and evaluate your request. Applications which are vague, do not provide adequate supporting material, or raise questions such as the availability of other funding will delay your projects review and may inhibit funding approval.

Priority will be given to projects which are "ready-to-go" and which can document the current availability of any other financial resources if required. If your project requires architectural or engineering plans or specs you will need to provide these to the City prior to May 1, 2011.

If you have received funds previously the status and progress of your prior project(s) will be considered in PY37 award decisions.

In prior years, more requests for funding have been received then there have been funds available so the quality of your proposal and the degree to which it addresses community needs identified in the City's 5-Year Consolidated Plan is critical.

We look forward to hearing from you.