



CITY OF SPRINGFIELD, MASSACHUSETTS

Mayor Domenic J. Sarno

Community Development Block Grant (CDBG)

Notice of Funding Availability (NOFA)

Emergency Economic Development
For Job Creation / Retention of LMI Jobs
& Application

Please electronically return complete application to:

**Anthony Moore
City of Springfield
Office of Planning & Economic Development
E-mail: amoore@springfieldcityhall.com**

Applications due March 27, 2020 by 5:00 PM

Introduction

The public health emergency orders that have been issued to combat the Coronavirus and their negative economic impact upon Springfield's small businesses community has presented an unprecedented urgent need, which the City of Springfield must respond to swiftly and decisively by immediately investing directly in our most vulnerable small businesses and doing everything possible we can to keep them operational if possible under the existing orders or sustainable so that they can ultimately reopen when these orders are lifted.

Our initial response will utilize CDBG funding that is currently available in the amount of \$222,000. This funding is being deployed to assist restaurant operators to quickly transition to a takeout service business model. By providing takeout service the restaurant operator hopefully can continue to retain some of those jobs that otherwise would have been lost if the business went or remained nonoperational under the existing emergency orders.

CDBG Background

The United States Department of Housing and Urban Development (HUD) established Community Development Block Grants in 1974. The primary purpose of these grants is providing communities resources to address a wide range of community and economic development services and activities that are advocated for by the respective community.

CDBG Requirement

When using CDBG funds the activity must:

1. Meet a National Objective
2. Fall into an Eligible Program Category
3. Provide Benefits to Low – Moderate Income Persons

Focus of this NOFA

1. Economic Development: Business Sector Assistance for the Creation / Retention of Low to Moderate Income (LMI) Jobs

Eligibility Exclusions

1. Any national chain restaurant that is not locally franchised
2. Restaurants and or owners/operators that have delinquent invoices due to the City of Springfield or have defaulted on any previous financial assistance provided by the City of Springfield
3. Restaurants that have had numerous health code violations issued by the City of Springfield
4. Restaurants that have been deemed a public nuisance by the City of Springfield based upon police complaints, code violations, etc.

Funding Priorities & Policies, (50 review points total)

1. LMI Job Creation / Retention
2. Simulate small business restaurant activity during the time in which the emergency orders remain in place
3. This is a job creation, retention program, therefore the use of grant funds is restricted to payroll expenses only, and the documentation of the expenses for the LMI job will be required of the applicant as payments are advanced.

Priority Considerations (5 review points each)

1. Priority consideration given to applications in the following neighborhoods and census tracts:
 - o Downtown / Metro: 8011.01, 8011.02, 8012

- Brightwood: 8007
- Memorial Square: 8006, 8008
- Mason Square: 8018
- Six Corners: 8019
- McKnight: 8013, 8014.01
- South End: 8020
- Old Hill: 8018
- Upper Hill: 8017
- Pine Point: 8014.02, 8015.01, 8015.02
- Indian Orchard: 8001, 8002.02
- East Springfield: 8002.01
- Liberty Heights: 8003, 8004, 8005, 8009

2. Priority consideration given to restaurants that had 2019 operating revenues of less than \$250,000
3. Priority consideration given to food service proprietors in food dessert areas
4. Priority consideration given to applicants that create / retain more than one (1) LMI job (\$18,650 - \$49,700)
5. Priority consideration given to applicants that will be open for service more than 6 hours a day
6. Priority consideration given to owners / operators that are residents of Springfield
7. Priority consideration given to applicants that commit to retaining or hiring Springfield residents
8. Priority consideration given to businesses that have been in operation more than 3 years
9. Priority consideration given to applicants that evidence matching funds to leverage the grant
10. Priority consideration given to applicants that have NOT received any CDBG funding within the last 3 years

Review Process and Scoring

Projects will be individually reviewed based on the following:

- How closely the application aligns with the stated **Funding Priorities & Policies**
(25 Points)
- How well the application evidences the owner / operator's experience, capacity, and economic ability to meet the stated **Funding Priorities**
(25 Points)
- How well the application addresses the **Priority Considerations**
(5 Points Each)

Timeline

- NOFA and application issued March 24, 2020
- **Applications due March 27, 2020 by 5:00 PM**

APPLICANT/OWNER INFORMATION

Applicant Name:		Business Phone:	Federal Tax ID:	Social Security Number (ONLY if you do not have a FID):
Mailing Address: St./PO Box		Home Phone:	FAX:	E-Mail Address: @
City:	State:	Zip:	Contact Name & Number (If different from Applicant):	
Describe Business:				
Year Opened:		Is the business open currently: Is the business doing take-out, delivery, or both:		
Business Name:		DBA:		
Business Address: St./PO		City: Springfield	State: MA	Zip:
Registered with City of Springfield : Yes No		Neighborhood:		
Type of Ownership: (Circle One): Sole Proprietor Partnership Corporation Limited Liability Corp. Limited Liability Partnership				
AMOUNT OF REQUEST FROM PRIME THE PUMP PROGRAM: \$ (max \$15,000)				
JOBS AT BUSINESS BEFORE CRISIS: <u>Full Time</u> / <u>Part Time</u>				
JOBS CURRENTLY AT BUSINESS : <u>Full Time</u> / <u>Part Time</u>				
Succinctly state how your restaurant's use of the grant proceeds would best advance the funding priorities stated above. (50 review points).				
Succinctly state how your restaurant's operation addresses the priority considerations to the extent applicable. (5 review points each for up to 50 review points).				
Narrative NOT to exceed two (2) pages total.				
The signer certifies that he/she is authorized to execute this application. The signer understands and agrees that this grant application is subject to final approval and grant contract.				
Applicants Signature _____ Title _____ Date _____				