



DANE COUNTY
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

REQUEST FOR PROPOSAL (RFP)

Revised 05/2022

RFP NUMBER: 122046

RFP TITLE: CDBG – Economic Assistance

**RFP DEADLINE: Friday, July 1, 2022
2:00 p.m. (CST)**

**PROPOSALS
MUST BE
UPLOADED TO: Purchasing Bid Dropbox
www.danepurchasing.com**

Late, faxed, mailed, hand-delivered or unsigned proposals will be rejected

Dane County requires that all applicants follow/use the application format provided, complete all question fields, and sign the Vendor Information & Application form. Failure to do so may result in the application to become ineligible for funding and may not be scored.

**DIRECT
ALL INQUIRES TO:** Megan Rogan
Purchasing Officer
(608)283-1487
rogan.megan@countyofdane.com
www.danepurchasing.com

PROPOSAL SUBMISSION CHECKLIST

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> Update Vendor Registration | <input type="checkbox"/> RFP Response | <input type="checkbox"/> Upload RFP Response to Purchasing Bid Dropbox |
| <input type="checkbox"/> Read Entire RFP Document | | |

DATE ISSUED | May 17, 2022

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1.0 RFP OVERVIEW

1.1 Introduction

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal according to the specifications set forth within this document.

The County intends to use the results of this process to award a contract or issue of purchase order for the product(s) and or services(s) stated.

The Dane County Purchasing Division is the sole point of contact for questions and issues that may arise during the RFP process.

Dane County requires that all applicants follow/use the application format provided, complete all question fields, and sign the Vendor Information & Application form. Failure to do so may result in the application to become ineligible for funding and may not be scored.

The amount of funding available for this project is unknown at this time. The funding of this project is contingent upon Dane County's receipt of Community Development Block Grant program funds from the federal department of Housing and Urban Development.

1.2 Clarification of the Specifications

All inquiries concerning this RFP must be **emailed** to the **person indicated on the cover page** of the RFP Document.

Any questions concerning this RFP must be submitted in writing by e-mail on or before the stated date on the **Calendar of Events** (Section 1.4).

Proposers are expected to raise any questions, exceptions, or additions they have concerning the RFP document at this point in the RFP process. If a proposer discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP, the proposer should immediately notify the contact person of such error and request modification or clarification of the RFP document.

Proposers are prohibited from communicating directly with any employee of Dane County, except as described herein. No County employee or representative other than those individuals listed as County contacts in this RFP is authorized to provide any information or respond to any question or inquiry concerning this RFP.

1.3 Vendor Conference

[There will not be a vendor conference.](#)

1.4 Calendar of Events

Listed below are specific and estimated dates and times of actions related to this RFP. The actions with specific dates must be completed as indicated unless otherwise changed by the County. In the event that the County finds it necessary to change any of the specific dates and times in the calendar of events listed below, it will do so by issuing an addendum to this RFP and posting such addendum on the Dane County [website](#). There may or may not be a formal notification issued for changes in the estimated dates and times.

DATE	EVENT
May 17, 2022	RFP Issued
June 23, 2022	Last day to submit written inquiries (2:00 p.m. CST)
June 25, 2022	Addendums or supplements to the RFP posted on the Purchasing Division website
July 1, 2022	Proposals due (2:00 p.m. CST)
Week of August 15, 2022	Oral Presentations by invited vendors
Fourth Quarter of 2022	Notification of intent to award sent to vendors
Spring of 2023	Contract start date (subject to change based on County's notice of CDBG & Home allocation from HUD).

If funding is awarded, funds will not be available until (at minimum):

1. A Contract Agreement is executed between the award recipient and Dane County;
2. Pre-award compliance requirements are met by award recipient. These vary depending on the nature of the project, and may include but not limited to completion of an Environmental Review; evidence of adequate record-keeping system; and obtaining necessary permits.

Please keep in mind that a contract agreement cannot be executed until HUD has approved Dane County's 2023 Annual Action Plan. Timing of the submission and approval of Dane County's Annual Action Plan varies depending on HUD's announcement of the annual entitlement allocations, which is generally 3-4 months into the program year.

1.5 Evaluation Criteria

In order to be evaluated, programs must: 1) be an eligible activity, 2) be located in, or provide services to, residents of one of the member communities of the Dane County Urban County Consortium, 3) address one of the funding priority areas established by the CDBG Commission, 4) not be a HUD listed debarred or ineligible contractor, and 5) if CDBG eligible, meet one of the three national objectives. Applications deemed eligible will be presented to the CDBG Commission Application Review Team.

SECTION 1 – RFP OVERVIEW

The Application Review Team will evaluate the applications using the following criteria:

Application Review Criteria	
Item	Maximum Points
1. National Objective- Need and Justification	30
2. Project Approach	30
3. Experience and Qualifications	15
4. Financial Information	15
5. Past Performance	5
6. Partnerships	5
TOTAL POINTS	100

For 2023 the criteria in the Requests for Proposals (RFPs) for each application are delineated and tailored to the nature of the application. The definition and location of the items that are part of the review criteria will vary from one application template to the next but each follows the same order. In general the definitions used are:

Meeting a National Objective- Need and Justification (30 points maximum):

The program overview adequately describes the problem that is being addressed by the proposed project (worth up to **5 points**). Statements are substantiated and related to the needs and the priorities in the 2020-2024 Consolidated Plan (worth up to **5 points**). Provides a description of how funds may be targeted to areas of greatest need (worth up to **10 points**).

How accessible is the program geographically to low-and-moderate income persons? Additional points will be given to projects physically located in census tracts where 47.8% of the population is considered low-and-moderate income, or projects that contain components that locate the services in close proximity to the population to be served (i.e. community pop-ups) (worth up to **10 points**).

Project Approach (30 points maximum):

The application describes what the program/project will do; how it will be implemented, operated, and administered within a realistic time period; how it will be provided; and how low-income participants will access services. The description should include:

- A description of the work that will be undertaken and a description of how the work will address the identified problem (worth up to **5 points**).
- A work plan for how the project/program will be organized, implemented, operated, and administered, and the timeline and milestones from initiation to completion. Work on the project - meaning funds will be spent - will begin in 2023. (worth up to **10 points**),
- Outreach and marketing initiatives that will be implemented to inform potential participants and to ensure that they are aware of the services/activities to be provided (worth up to **5 points**).
- Outcomes are identified and can reasonably be expected to be achieved (worth up to **8 points**).

- If the project requires temporary displacement, indicates the number of households and describes specific assistance to be provided to households temporarily displaced (worth up to **2 points**. Maximum points awarded if no displacement).

Experience and Qualifications (15 points maximum):

The application provides documentation to justify the organization's capacity to conduct this project. The project is consistent with the mission of the organization.

- The organization has undertaken projects of similar complexity to the one for which funds are being requested (worth up to **4 points**).
- There are staff resources with the skills and experience to administer and conduct an accountable and responsible project (worth up to **7 points**).
- There appears to be adequate board and management oversight along with a commitment to quality and service improvement (worth up to **4 points**).

Financial Information (15 points maximum):

The application clearly explains and justifies each proposed budget line item and why CDBG and/or HOME funding is required to make the project viable. An explanation is included on the basis for the cost estimates for the project. The budget is realistic. The organization is financially stable. Efforts have been made to secure and to leverage other funding for the project. The application identifies eligible sources of match, if required. Certain types of projects may also be required to submit: a budget summary, detailed project budget, prior- or current-year operating costs, and a 15-year operating budget (worth up to **15 points**).

Past Performance (5 points maximum):

If the organization has been previously funded, a review of past expenditures and performance shows that the organization has been able to meet timelines and goals in a reasonable fashion, i.e., no unexpended dollars from prior years. Compliance with the contract will include, but not be limited to, submission of reports, adherence to scope of services, and quality of work. (Worth up to **5 points**). New applicants will be automatically awarded 5 points.

Partnerships (5 points maximum):

Identifies any partnerships that have been or will be formed to ensure the success of the project (worth up to **5 points**).

1.6 Submittal Instructions

Proposals must be received in the Purchasing – Bid Dropbox located on the www.danepurchasing.com website no later than the date and time indicated within the RFP Deadline field on the RFP Cover Page or addenda. Late, faxed, mailed, hand-delivered, or unsigned proposals will be rejected unless otherwise specified. Dane County is not liable for any cost incurred by proposers in replying to this RFP.

All proposals **must be saved as one PDF file** unless otherwise specified within the RFP document and the file name shall include the RFP# and name of business submitting proposal.

Example of how to name the files:

120012 – Vendor Name – RFP Response

To Submit a Proposal:

1. Go to www.danepurchasing.com and click on Purchasing – Bid Dropbox or click on the Open RFP's and Bids page link.
2. Click on the Submit a Bid button within the green Purchasing Bid Dropbox.
3. Type in the Email, First Name, Last Name and Company information and click Continue.
4. Drag and drop the RFP files one at a time into the “Drag files here” box.
5. After all files have been placed into the “Drag files here” box, click on the blue Upload button.
 - a. The file upload status can be seen for each document uploaded.
 - b. After each document reaches 100%, it will say “Uploaded”.
6. Confirm all files have been uploaded and then close out of the window.

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

2.0 PROJECT OVERVIEW AND SCOPE OF SERVICES

2.1 Definitions and Links

The following definitions and links are used throughout the RFP.

County: Dane County

County Agency: Department/Division utilizing the service or product.

Dane County Purchasing website: www.danepurchasing.com

Fair Labor Practices websites: www.nlrb.gov and <http://werc.wi.gov>

Purchasing

Proposer/Vendor/Firm/Contractor: a company submitting a proposal in response to this RFP.

2.2 Scope of Services/Specification Overview

2.2.1 Project Description

Dane County is soliciting project proposals for a wide range of economic development activities eligible for funding under the Community Development Block Grant (CDBG) program. It is expected that funds in 2023 will be made available for economic development projects that create permanent jobs for low-and-moderate income residents of the participating communities of the Dane County Urban County Consortium listed in Appendix A.

Eligible Applicants

Public or private non-profit agencies or organizations including faith-based organizations, units of local government, and Community-Based Development Organizations.

National Objective

In order to be eligible for funding, every CDBG-funded activity must meet one of the three national objectives of the program:

- Benefiting low-and-moderate-income persons (LMI)
Preventing or eliminating slums or blight, or
- Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs. Note: This typically applies to natural disasters, such as floods or tornadoes.
Under this RFP, the CDBG Commission is interested in activities that benefit low-and-moderate income persons through the creation or retention of permanent jobs (LMJ), 51% of which will be held by persons with family incomes at or below 80% of the County median income at the time of hire.

Jobs are computed on a full-time equivalent (FTE) basis. A full time equivalent (FTE) is a 40 hour per week or 2,080 hour per year job. If two persons are hired for 20 hours per week for 52 weeks per year, that is 1 full-time equivalent job.

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

The following requirements must be met for jobs to be considered created or retained.

- a. For projects that **create** jobs, at least 51% of the jobs must be held by or made available to low-and-moderate income persons.
- b. For projects that **retain** jobs, there must be sufficient documentation that the jobs would be lost without this loan and that one or both of the following apply to at least 51% of the jobs:
 - The job is currently held by a lower-and-moderate income person; or
 - The job can reasonably be expected to turn over within the following two years and steps will be taken to ensure that the job will be filled by, or made available to, a low-and-moderate income person.

Created or retained jobs are only considered to be made available to low-and-moderate income persons when:

- Special skills that can only be acquired with substantial training or work experience or education beyond high school are not a prerequisite to fill such jobs, or the business agrees to hire unqualified persons and provide training; and
- The business takes actions to ensure that low-and-moderate income persons receive first consideration for filling such jobs, such as:
 - Advertising the jobs to be filled with the Dane County Housing Authority, Centro Hispano of Dane County, Madison Apprenticeship Program, Madison Urban Ministry, Porchlight, and other non-profits serving low-and-moderate income populations;
 - Conducting a job fair in a low-and-moderate income neighborhood;
 - Listing the jobs to be filled with Job Service;
 - Providing a listing of the jobs to be filled to the Associate Division Manager of Economic Assistance and Work Services Division (EAWS) of the Dane County Department of Human Services who will work to refer eligible applicants
- The business must track the persons interviewed for each position and maintain income self-certification forms from each applicant for review by the County, HUD, and the Office of Inspector General.

For developments in which units or space will be leased or purchased by other tenants, such as a retail mall, the borrower/owner must ensure that the job creation and reporting requirements are incorporated into the lease or purchase agreements for each tenant.

Microenterprise activities may also be considered to meet the LMI national objective under a category known as limited clientele if the owner of the business is low-and-moderate income at the time of assistance. The income of the owner must be documented.

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

Eligible Activities

Business Incubators

Incubators are multi-tenant buildings that provide affordable, flexible space along with a variety of office and professional services typically to small and/or new businesses. Incubators are different from other types of commercial and industrial facilities in that their purpose is to create an atmosphere conducive to the creation and growth of fledgling businesses. Incubators can be either for-profit or non-profit and their developers typically focus on either generating a financial profit or new jobs.

CDBG funds can be provided either to the developer or operator of an incubator, or to one or more of the businesses located within the incubator, as long as the activity is eligible and meets one of the program's national objectives.

A wide range of activities that pertain to the development and operation of an incubator or to a business within an incubator are eligible for CDBG funding. Examples of these types of activities are listed below with citations to the CDBG regulations at 24 CFR Part 570, Subpart C:

- Acquisition of land and buildings for an incubator (570.201(a); 570.203(a,b)),
- Architectural, engineering and design costs for construction or rehabilitation of an incubator (570.201(c); 570.202; 570.203(a,b)),
- Construction of a new incubator (570.201(c); 570.203(a,b))
- Demolition of existing buildings to clear land for an incubator (570.201(b); 570.203(a,b)),
- Rehabilitation, preservation, or renovation of existing buildings for use as incubators (570.201(c); 570.202(b,d,e); 570.203(a,b)),
- Public improvements integral to an incubator including curbs, gutters, water/sewer improvements, street improvements, and lighting (570.201(c)),
- Development of feasibility studies, business assistance strategies, market assessments, and tenant selection plans either for a specific business (570.203(b), or as part of the grantee's incubator project plans (570.205(a)(4)(iii)),
- Operational costs, such as utilities and maintenance, and equipment for an incubator or a business within the incubator (570.203(b)),
- Technical assistance (570.203(b)).

Commercial Rehabilitation

These are activities that are designed to bring commercial structures up to code or improve their facades.

If the commercial structure is owned by a private, for-profit entity, the rehabilitation is limited to the exterior of the building and the correction of code violations.

Microenterprise Development

A microenterprise is defined as a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise.

Persons developing microenterprises means, "such persons who have expressed interest and who are, or after an initial screening process are expected to be, actively working

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

toward developing businesses, each of which is expected to be a microenterprise at the time it is formed” (24 CFR Part 570.201(o) (3).

Eligible microenterprise activities include the provision of:

- Grants, loans, loan guarantees and other forms of financial support, for the establishment, stabilization, and expansion of microenterprises;
- Technical assistance, advice, and business services to owners of microenterprises and persons developing microenterprises;
- General support to owners of microenterprises and persons developing microenterprises including child care, transportation, counseling, and peer support groups.

Public Facilities – New Construction and Rehabilitation

Public facilities in the CDBG program are broadly interpreted to include all facilities that are either publicly owned or that are traditionally provided by the government, or owned by a nonprofit and operated so that as to be open to the general public. Public facilities include neighborhood facilities such as parks, playgrounds and recreational facilities, youth centers, public schools, firehouses, and libraries. Facilities designed for use in providing shelter for persons having special needs are also considered public facilities. Such facilities include: shelters for the homeless; convalescent homes; hospitals, nursing homes; battered spouse shelters; halfway houses for run-away children, drug offenders or parolees; group homes mentally retarded persons and temporary housing for disaster victims. Transitional housing facilities where residents generally reside in the units for up to two years are also considered public facilities.

Eligible activities include:

- Acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements carried out by public or private nonprofit organizations.
- CDBG funds may be used to renovate closed buildings, such as closed school buildings, for use as an eligible public facility or to rehabilitate such buildings for housing.
- CDBG funds may be used for the rehabilitation, preservation, or restoration of historic properties, whether publicly or privately owned. Historic properties are those sites or structures that are listed in or eligible to be listed in the National Register of Historic Places, listed in a State or local inventory of historic places, or designated as a State or local landmark or historic district by appropriate law or ordinance. Historic preservation, however, is not authorized for buildings for the general conduct of government.
- CDBG funds may be used for the construction of tornado safe shelters.
- While buildings used for the general conduct of government are generally ineligible, activities may be directed to the removal of material and architectural barriers that restrict the mobility and accessibility of elderly and severely disabled persons to public facilities and improvements.

Buildings or portions thereof, used for the general conduct of government cannot be assisted with CDBG funds except when activities are directed to removing g material and architectural barriers as stated above. However, a public facility otherwise eligible

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

for assistance under the CDBG program may be provided with CDBG funds even if it is part of a multiple use building containing ineligible uses, if:

- The facility which is otherwise eligible and proposed for assistance will occupy a designated and discrete area with the larger facility; and
- It is possible to determine the costs attributable to the facility proposed for assistance as separate and distinct from the overall costs of the multiple-use building and/or facility.

Allowable costs are then limited to those attributable to the eligible portion of the building or facility.

Public Infrastructure (such as for business parks, etc.)

These are public works infrastructure projects that support economic development endeavors. These typically include transportation facilities (street rehabilitation, sidewalk improvements, parking facilities, street lights) water, sewer, solid waste, and drainage improvements. Work may be undertaken on the approach to a specific site being developed by a private business or in a developing area, such as a commercial or industrial park.

The maintenance and repair of public facilities and improvements is generally ineligible (e.g., filling potholes, repairing cracks in sidewalks, replacing street lights).

Operating costs associated with public facilities or improvements are generally ineligible.

For public infrastructure projects that qualify under the national objective of creating or retaining jobs, of which 51% will be held by persons who are low-and-moderate income (LMI), and serving more than one business, the 51% LMI job requirement may be met by aggregating the jobs created or retained by the affected businesses under the following criteria:

- If the cost per job created or retained is less than \$10,000 per FTE, 51% of the jobs created or retained by the businesses, for which the facility/improvement is principally undertaken, must be held by LMI persons.
- If the cost per job created or retained is \$10,000 or more per FTE, 51% of the jobs created or retained by all businesses in the service area of the public facility/improvement must be held by LMI persons. This includes all businesses, which as a result of the public facility/improvements, locate or expand in the service area between the date the activity is identified in the County's Annual Action Plan (November 2015) and one year after completion of the public facility/improvement. In addition, the assisted activity must comply with the public benefit standards found at 24 CFR 570.209(b).

Ineligible Activities

- Buildings for the general conduct of government are ineligible. However, the removal of architectural barriers from government buildings is eligible under the category of public facilities and improvements.
- General government expenses are ineligible.
- Financing for political activities or to engage in other partisan political activities are ineligible. However, a facility assisted with CDBG funds may be used on an

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

incidental basis to hold political meetings, candidate forums, or voter registration campaigns, if the building is available to all community organizations on an equal basis.

- Purchase of equipment is generally ineligible; however:
- Compensation for the use of construction equipment through leasing, depreciation, or use allowances is eligible.
- Fire protection that is considered an integral part of public facilities is eligible. This includes fire engines and specialized tools such as “jaws of life” and life-saving equipment as well as protective clothing worn by fire fighters.
- Purchase of personal property, including equipment, fixtures, motor vehicles, furnishings, or other personal property is generally ineligible.
- Operating and maintenance expenses (of public facilities, improvements, and services) are ineligible.

Eligible Expense Categories

The following categories of expense are generally considered eligible for funding under the program.

- Hard costs including land acquisition and existing structures; site preparations or improvement, including demolition; securing of buildings; construction materials and labor;
- Relocation costs including: payment for replacement housing, moving costs, and out-of-pocket expenses; advisory services; and staff and overhead costs related to relocation assistance and services;
- Architectural, engineering or related professional services including preparing plans, drawings, specifications, work write-ups, and job progress inspections;
- Legal and accounting fees, including cost certification;
- Environmental reviews;
- Builders’ or developers’ fees;
- Costs of impact fees that are charged to all projects in a jurisdiction;
- Affirmative marketing, initial leasing, and marketing costs;
- Other soft costs for processing and settling the financing for a project, such as credit reports, title binders and insurances, fees for recordation and filing of legal documents, building permits, and private appraisal fees.
- Staff and overhead costs DIRECTLY related to carrying out the activity specified in 24 CFR 570.201-204, such as providing direct services to consumers, work specifications preparation, loan processing inspections, and other services related to assisting potential clients, owners, tenants, and homebuyers. This may include staff time spent supervising staff who are carrying out the activities specified in 24 CFR 570.201-204 when that time is spent addressing a direct consumer, service, or property issue. It does not include supervisory time spent on such functions as employee evaluations.

Type of Assistance

Loans or grants depending on the nature of the project.

2.2.2

Objectives

To promote a range of economic development projects that create permanent jobs for low-and-moderate income residents of the participating communities of the Dane County Urban County Consortium.

SECTION 2 – PROJECT OVERVIEW AND SCOPE OF SERVICES

2.2.3

Needs

1. Projects must assist low-and-moderate-income persons in the participating municipalities of the Dane County Urban County Consortium.
2. It is expected that projects will meet documented community needs. This includes needs documented through “hard” data sources.
3. Any additional funding needed to make the project viable must be secured in order for a contract to be executed.
4. Projects must be shovel-ready, meaning that work will begin in the year in which the contract is awarded.
5. Projects must be delivered in a cost effective manner with measurable performance outcomes.
6. It is expected that all or a portion of funds will be targeted to areas of greatest need.

2.2.4

Current Operations

The 2022 Economic Assistance funds were awarded to WWBIC in the amount of \$100,000 and to the Latino Chamber of Commerce of Dane County in the amount of \$150,000.

SECTION 3 – PROPOSAL PREPARATION REQUIREMENTS

3.0 RFP RESPONSE PREPARATION REQUIREMENTS

Proposals shall be organized to comply with the section numbers and names as shown below. Each section heading should be clearly marked. The RFP sections which should be submitted/responded to are:

3.1 Attachment A – Vendor Information

3.2 Need and Justification

The project need and justification adequately describes the problem that is being addressed by the proposed project. Statements are substantiated with “hard” data sources. Provides a description of how funds may be targeted to areas of greatest need.

3.3 Beneficiaries

The application describes the population to be served. Additional points will be given to projects located in census tracts where 47.8% of the population is considered low-and-moderate income.

3.4 Project Approach

The application provides:

- A detailed description of the scope of work that will be undertaken and a description of how the work will address the identified problems.
- A description of any partnerships that have been or will be formed to ensure the success of the project.
- Plans for notice and the relocation process for tenants, if needed.
- A work plan for how the project/program will be organized, implemented, operated, and administered, and the timeline and milestones from initiation to completion. Work on the project – meaning funds will be spent – will begin in 2022.

3.5 Experience and Qualifications

The application provides documentation to justify the organization’s capacity to conduct this project. The project is consistent with the mission of the organization. The organization has undertaken projects of similar complexity to the one for which funds are being requested. There are staff resources with the skills and experience to administer and conduct an accountable and responsible project. There appears to be adequate board and management oversight.

3.6 Financial Information

The application clearly explains and justifies each proposed budget line item and why CDBG funding is required to make the project viable. An explanation of the bases of the cost estimates for the project is included. The budget is realistic. The organization is financially stable. Efforts have been made to secure and to leverage other funding for the project.

3.7 Mandatory Requirements

The following general requirements are mandatory and must be complied with. NOTE: Programs not meeting the mandatory requirements will not be evaluated.

3.7.1 Be an eligible activity.

SECTION 3 – PROPOSAL PREPARATION REQUIREMENTS

- 3.7.2 Be located in, or provide services to residents of one of the member communities of the Dane County Urban County Consortium identified in Appendix A.
PROJECTS MUST NOT BE LOCATED IN THE CITY OF MADISON.
- 3.7.3 Address one of the funding priority areas established by the CDBG Commission.
- 3.7.4 Not be a HUD listed debarred or ineligible contractor.
- 3.7.5 If CDBG eligible, meet one of the three national objectives.

4.0 REQUIRED FORMS

The following forms must be completed and submitted in accordance with the instructions given in Section 1.6.

Attachment A Vendor Information Form

Attachment B Dane County Application for 2023 CDBG Funds