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**BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS
MUNICIPALITIES CDBG APPLICATION**

Complete the following sections. **Submit one form for each project.** Attach additional pages as needed

<u>COMMUNITY DEVELOPMENT GRANT PROJECT SUMMARY</u>	
Category	Budget
Cash	\$401,464
In-Kind	\$133,204
Other Grants	\$155,778
CDBG	\$100,000
TOTAL	\$790,446
PROGRAM ACTIVITIES Select only one category per application	NATIONAL OBJECTIVE Select only one category per application
Public Service (15% Cap) (X)	Low/Mod Housing (LMH) ()
	Prevent/Eliminate Slum or Blight ()
	Urgent Need (X)
Capital Improvement ()	Low/Mod Housing (LMH) ()
	Prevent/Eliminate Slums or Blight ()
	Urgent Need ()
Housing	Low/Mod Housing (LMH) ()
	Prevent/Eliminate Slum or Blight ()
	Urgent Need ()
Economic Development ()	Low/Mod Housing (LMH) ()
	Prevent/Eliminate Slum or Blight ()
	Urgent Need ()
Continuing Project:	Yes (X)
New Project:	Yes ()
DUNS NUMBER: 089606685	
Applicant completes the following items.	
1. Applicant Organization Name: Friends of the Hepburn Center, Inc./ City of Hallandale Beach	
Address: 1000 NW 8th Avenue, Hallandale Beach, Florida 33009	
Telephone #: (954) 457-1460	FAX #: (954) 457-1305
2. Contact Person: Cora T. Daise	
Title: Assistant Director, Human Services Department	
Street Address: 1000 NW 8th Avenue, Hallandale Beach, Florida 33009	
E-MAIL Address: cdaise@hallandalebeachfl.gov	
Telephone #: (954) 457-2231	FAX #: (954) 457-1305
3. Project Name: Austin Hepburn Center for After School Tutorial Enrichment Program	
4. CDBG Funds Requested (\$15,000 Minimum Request): \$100,000.00	



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5. Project Goals: Provide specific project goals and quantifiable objectives. Quantifiable objectives should specifically state who, what, where and how many. The scope of services must include activities involved in implementing the project. Project continuation and maintenance relates to whether or not this will be an ongoing activity after funding ends.

a. Project Goals and Quantifiable Objectives:

Please note that HUD requires that 70 percent of CDBG funds must benefit low/moderate income persons over a three year period. Only pick one of the three national objectives listed below. Describe how goals and objectives will either:

- 1). Benefiting low and moderate (L/M) income persons *24 CFR 570.208(a);*
- 2). Aid in the prevention or elimination of slums or blight *24 CFR 570.208(b); and*
- 3). Meet a need having a particular urgent community development need *24 CFR 570.208(c)*

The Friends of the Hepburn Center Inc., After School Tutorial Enrichment Program's (ASP) primary objective is to 'benefit low to moderate income persons'. The program allows for families caterogrized as Asset Limited Income Constratind Employed (ALICE) who depend on affordable and/or subsidized childcare the ability to work. The ASP proposes to serve 175 students in Grades K-8, living in low to moderate income families, with the following goals and objectives:

- 1. Provide a supervised, structured After School Program for 175 students from low and moderate income households in Grades K-8 during out of school time. Enrollment in the Program will deter youth from activities associated with child abuse/neglect.
- 2. Provide year round educational and cultural and enrichment programmatic services for 175 you in Grades K-8 to enhance and improve students' abilities to be promoted to the next grade level.
- 3. Provide, via partnerships, counseling and mental health support services for youth as a means of minimizing behavioral problems, school suspension and juvenile delinquency.
- 4. Provide informative workshops and meetings for parents as a means of improving their ability to manage their children and households.
- 5. Provide Part-Time Aides/Assistants employment opportunities for five (5) individuals as a means of enhancing their employability through staff development for the purpose of sustaining employment and obtaining greater self-sufficiency. One (1) Part-Time Certified Teacher will provide academic enrichment support and services to ensure students of the ASP are on track with the School Board's strategies for teaching.

- b. **Detailed Scope of Services:** The scope of services should explain exactly what will be accomplished with the funds requested.

Year-Round Programming – Program will provide after-school programming, spring and summer services to 175 very low to moderate income youth/students including early release days, non-school days, off track days and/or teaching planning days.

Individualized Assessment and Academic Goal Development – Program staff will assess 175 very low to moderate income youth/students to determine strengths as well as risks and barriers to academic success, e.g., academic failure, poor school attendance, behavioral and/or mental health history, etc. Program staff will work with each youth/students to create appropriate academic goals with specific strategies and action steps to achieve success.

Academic Services and Supports – Program will provide year-round academic and support services for a minimum of one - hour to 175 very low to moderate income youth/students, e.g., tutoring, remediation, homework assistance, academic enrichment activities and educational field trips.

Fitness and Nutrition Activities – Program will provide weekly fitness activities and nutrition education in a fun, effective and inclusive manner to 175 very low to moderate income youth/students. City and USDA resources will be utilized to provide healthy snacks and/or meals.

Connecting Activities – Program will offer each youth/student an appropriate level of supports, including emergency assistance, academic advocacy, and service coordination for youth involved with other systems of care including mental health counseling, foster care and juvenile justice as a means of minimizing academic failure, behavioral problems, school suspension and juvenile delinquency.

Parent Engagement – Program will hold Informational Meetings, Workshops and Program Engagement Performances for parents of participating youth/students to engage parents as a valuable support-system creating a team that is working for each child's success.



Employment and Professional Development – Program will provide part-time employment opportunities and professional development for five (5) para-professionals and one (1) Certified Teacher.

- c. **Project Continuation and Maintenance:** Indicate what organization is responsible for maintenance of the project after completion. (Attach letters or verification).

The Friends of the Hepburn Center, Incorporated in conjunction with City of Hallandale Beach will coordinate their efforts in seeking additional funding to maintain sustainability of the program.

- d. **Program Design:** How do you plan to achieve the goals identified above? Please be clear and specific. Please attach separately, if necessary.

For housing activities/projects, please provide details to include the types of assistance provided, affordability period, recapture terms etc. These terms and provisions must be consistent with Broward County’s Consolidated/Action Plan.

(See Attachment Program Design-Exhibit A)

Program Goals	Performance Indicators	Outcomes
1. Provide Year Round After School Program (ASP) Services for a minimum of 175 students in Grades K-8 from low and moderate income households	-Registration Forms -Attendance Logs	-175 very low to moderate income youth will be served by the program
2. Provide homework assistance and tutorial services to participants of the ASP to enable them to be promoted	-Schedule of Activities Log submitted by Instructors Monthly -Report Cards	-85% of the 175 students enrolled in in the ASP will be promoted to the next grade
3. Conduct a minimum of 4 Parent Information Meetings and Workshops per year for participants of ASP and community	-Sign-in sheets -Survey	-85% of the Meeting and/or Workshop Participants will demonstrate an increased knowledge in decision-making that affects students



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4. Provide academic advocacy, behavioral, mental health counseling, emergency and support services for youth, as needed	<ul style="list-style-type: none"> -Identify youth in need of Mental Health Support Services and provide treatment or make appropriate referrals -Conduct behavioral group counseling for students 	-85% of youth referred for services will demonstrate an improvement in behavior, academics and/or family functioning.
5. Provide professional development and training opportunities to the direct services staff	<ul style="list-style-type: none"> -Social Worker Staff/ Para-Professionals/ Certified Teachers Supervision Meetings with Youth Services Program Supervisor -Certified Teacher's Activity Plan -Monthly Activity Schedule for each class per grade -Certification Classes and In-Service Training 	-85% of direct service staff will demonstrate an increased understanding of the roles they play in helping all students achieve

6. Applicant's Management Capability: Briefly describe the capacity of your municipality to undertake the proposed project. Discuss prior experience in the administration of Federal funds and list existing funding agreements.

a. Experience - Discuss experience in the administration of Federal funds and general management capacity, include other Broward County funded programs and provide a list of CDBG Projects below.

Since its formulation in 1984, The Friends of the Hepburn Center, Inc. Board comprised of a chair and five members provides oversight for grant funding in coordination with the City. The City has, through the Friends of the Hepburn Center, Incorporated successfully administered Federal Funds for more than 25 years resulting in positive monitoring, where the findings met and/or exceed program outcomes.

b. Does the municipality intend to utilize an outside vendor/contractor to provide the direct service delivery for any of the activities listed?

The Friends of the Hepburn Center, Inc. will utilize 44th Year funding to procure outside vendors/contractors to provide direct service delivery to include field trips, transportation,



admission fees, tokens, special events, and other associated costs. Prior to the procurement of vendors/contractors, a request for quote is obtained.

If yes, please provide a detailed method of the procurement method used.

The City of Hallandale Beach Procurement Department, governs the process for purchasing in the City. The Friends of the Hepburn Center, Inc. will procure for program services in accordance with the City of Hallandale Beach's Ordinance No. 2013-03 – Chapter 23 as summarized below per vendor for purchase values:

\$1 - 2,500;

- Requisitions and/or checks are processed – no quotes needed. Insurance needed if vendor comes on City premises. Department must check Munis to make sure all insurance has not expired before entering information.

\$2,501 - \$50,000;

- 3 quotes and/or piggyback contract number and contract must be scanned in Tyler Content Management (TCM). The term of the contract must be provided with the requisition and/or change order.

\$50,001 - Above;

Any purchase for goods and/or services over \$50,000 must go to City Commission for approval.

- c. Monitoring – How does the municipality ensure compliance with regulatory and statutory requirements and third party vendors/contractors?

The agency has a long history of grants and contract management with other local, state and federal government agencies.

From inception, program leadership have worked to create program policies and procedures that ensure compliance with city and state regulations, and that provided a foundation for a positive program environment. ASP Senior Leadership staff has more than twenty (20) years' experience with the contractual and internal controls required by Evidence-Based programs.

ASP provides professional support to staff members, vendors and contractors through program-level supervision and professional development, as well as through support and opportunities to attend professional works.

- d. Non – housing activities – How does the municipality ensure compliance with scope of work, budgetary items, procurement, programmatic compliance etc.?

ASP's Quality Assurance process involves staff across all levels who manage the system for reporting timely data on performance indicators and outcome measures. The ASP is licensed and regulated by Broward County Child Care License Enforcement Agency and has a strong internal infrastructure with procedures that are written and carried-out by staff. Checks and balances throughout the agency's procurement and financial



management is controlled and monitored through Munis; the agency's electronic management system.

The Youth Services Supervisor, Social Worker, Certified Teachers, Teacher Assistants, and Teacher Aides are responsible for direct implementation of services such as academic goals, policies on guidance and discipline, as well as health and safety procedures outlined in the Parent Handbook.

The ASP program enrollment is comprised primarily of students attending Gulfstream Academy Hallandale Beach K-8. The programmatic compliance structure brings together school administration and ASP leadership to ensure academic goals and objectives are complete and service components are achieved.

- e. Housing activities: How does the municipality track the properties, beneficiary data, HQS (if applicable) and ensure compliance with affordability restrictions?

N/A

Please provide monitoring process and include monitoring policy/procedures (Attachment A).

N/A



- f. Provide a list of current CDBG projects, including the most recent 3 years, funding amount, current status, extensions needed. Etc.

2016 Project

Project Name	Friends of the Hepburn Center After School Program	Initial Funding Amount	\$94,355
Contract Period	41st Year 10/1/2015-9/30/2016	Number of Extensions Needed and Dates	N/A
Current Status of Program Including Completion Date	Completed Completion Date: 9/30/2016	Current Balance of Program Funds	\$1.00

2015 Project

Project Name	Friends of the Hepburn Center After School Program	Initial Funding Amount	\$100,000
Contract Period	40th Year 10/1/2014-9/30/2015	Number of Extensions Needed and Dates	N/A
Current Status of Program Including Completion Date	Completed Completion Date: 9/30/2015	Current Balance of Program Funds	\$7.35

2014 Project

Project Name	Friends of the Hepburn Center After School Program	Initial Funding Amount	\$88,959
Contract Period	39th Year 10/1/2013-9/30/2014	Number of Extensions Needed and Dates	N/A
Current Status of Program Including Completion Date	Completed Completion Date: 9/30/14	Current Balance of Program Funds	\$9.29



7. **Description:** Describe the outcome(s) of the project. Description is to include timeframe for start-up and completion, street location of the service and census tract(s). Describe the service area.

a. Project Description: Capital improvements should state anticipated linear feet of project or number and description of public facilities. **Applicant must already have construction plans for project at time of application.** Public service projects should specifically state number of clients per year. Housing development or rehabilitation should state number of housing units. Economic development projects, should state number of businesses to be assisted, jobs created and describe loans available. Both Rehabilitation and New Housing Construction should comply with Energy Star Requirements.

The After School Tutorial Enrichment Program is a public service project that will provide services to at least 175 low to moderate income youth/students. The project will also afford part-time employment to five (5) individuals (5-Teacher Aides/Assistants) whose employment will assist in providing educational and enrichment activities associated with negative behavior, drugs, crime and suspensions from school. We provide supervision and care during out of school time. The projected activities will also have a positive impact on the education of youth. One (1) Part-Time Certified Teacher will provide tutoring, remediation, skill development and homework assistance to the youth.

The City of Hallandale Beach's Human Services Department will assist the five (5) employed individuals (Teacher Aides/Assistants), through staff development to improve employability skills which can assist in acquiring full-time employment and becoming self-sufficient.

b. Time Frame: What is the time frame for start-up and completion after notification of funding award? Indicate what funding commitment is required to provide for timely project start-up.

The 44th Year CDBG will be a continuation of funding, therefore, timeframes for startup and completion after notification of funding shall be immediate to ensure there is no break in services.

c. Street address / Location: Attach map identifying both census tracts and project location. Also provide a street address or a description of the location when site acquisition is involved. Provide current **Phase 1 – Environmental Assessment and NEPA Environmental Assessment Checklist** for Capital, New Construction and Economic Development activities that were done within 6 months of application for funding.

The Austin Hepburn Center is a City of Hallandale Beach facility that houses the Friends



of the Hepburn Center After School Tutorial Enrichment Program. The Center is located at 1000 N.W. 8th Avenue, Hallandale Beach, Florida 33009. (See Attached Map-Exhibit B.

- d. Census Tract(s) and Block Groups: Consult census maps for the census tract location of this project. **Area benefit projects must serve 51% low-to very low-income persons.**

- 1002 – 62.30% of Low/Moderate Income
- 1003 – 57.18% of Low/Moderate Income
- 1004 – 80.78% of Low/Moderate Income
- 1005 – 59.70% of Low/Moderate Income

There is a high incident of unemployment in all tracts.

- 8. Proposed activities located in a Community Redevelopment Area (CRA) must provide a copy of the area’s Redevelopment Plan and map in order to be considered eligible under a HUD Slum/Blight designation. The following information must be provided at the time of application:

- a. Percentage of Deteriorated buildings
- b. Year area designated Slum/Blight
- c. Description of Slum/Blight area

- a. See Exhibit C for the Deteriorated buildings as noted in the Hallandale Beach Community Redevelopment Implementation Plan.

- b. The City of Hallandale Beach Community Redevelopment Area (CRA) was designated Slum/Blight in 1996.

- c. Re“Slum area” means an area having physical or economic conditions conducive to disease, infant mortality, juvenile delinquency, poverty, or crime because there is a predominance of buildings or improvements, whether residential or nonresidential, which are impaired by reason of dilapidation, deterioration, age, or obsolescence, and exhibiting one or more of the following factors:

- (a) Inadequate provision for ventilation, light, air, sanitation, or open spaces;
- (b) High density of population, compared to the population density of adjacent areas within the county or municipality; and overcrowding, as indicated by government-maintained statistics or other studies and the requirements of the Florida Building Code; or
- (c) The existence of conditions that endanger life or property by fire or other causes.

- (8) “Blighted area” means an area in which there are a substantial number of deteriorated, or deteriorating structures, in which conditions, as indicated by government-maintained statistics or



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other studies, are leading to economic distress or endanger life or property, and in which two or more of the following factors are present:

- (a) Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities;
- (b) Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions;
- (c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;
- (d) Unsanitary or unsafe conditions;
- (e) Deterioration of site or other improvements;
- (f) Inadequate and outdated building density patterns;
- (g) Falling lease rates per square foot of office, commercial, or industrial space compared to the remainder of the county or municipality;
- (h) Tax or special assessment delinquency exceeding the fair value of the land;
- (i) Residential and commercial vacancy rates higher in the area than in the remainder of the county or municipality;
- (j) Incidence of crime in the area higher than in the remainder of the county or municipality;
- (k) Fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality;
- (l) A greater number of violations of the Florida Building Code in the area than the number of violations recorded in the remainder of the county or municipality;
- (m) Diversity of ownership or defective or unusual conditions of title which prevent the free alienability of land within the deteriorated or hazardous area; or
- (n) Governmentally owned property with adverse environmental conditions caused by a public or private entity.

However, the term "blighted area" also means any area in which at least one of the factors identified in paragraphs (a) through (n) are present and all taxing authorities subject to s. 163.387(2)(a) agree, either by inter-local agreement or agreements with the agency or by resolution, that the area is blighted. Such agreement or resolution shall only determine that the area is blighted. For purposes of qualifying for the tax credits authorized in chapter 220, "blighted area" means an area as defined in this subsection.

9. **Budget Table Instructions:** Complete the following Budget Table and provide the requested information on the matching share of resources committed to the project. Please include program funding and in-kind matches from **all** sources.
- a. **Budget Table:** For each expenditure category, (Personnel, Benefits, Travel, Equipment, Supplies, etc) enter the proposed amount necessary for that category. Please list these amounts according to the appropriate funding source as shown in the shaded area.

Category	CDBG	Non CDBG	Non CDBG	TOTAL All Sources
Personnel	\$74,644	\$46,489	\$88,737/\$253,424	\$463,294
Benefits	\$6,458	\$3,938	\$7,675/\$20,939	\$39,010
Travel	\$13,000		\$25,998/\$36,598	\$75,596
Training				
Equipment			/\$39,120 (In-Kind)	\$39,120
Supplies	\$3,898	\$8,000	\$22,962/\$17,076	\$51,996
Contractual With Outside Agencies or Vendors			\$10,406/\$15,000	\$25,406
Construction				
Other	\$2,000 (Uniforms)	\$19,084 (In-Kind Volunteers)	/\$75,000(In-Kind Facility)	\$96,084



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Category	CDBG	Non CDBG	Non CDBG	TOTAL All Sources
Totals	\$100,000	\$77,511	\$612,935	\$790,446

10. Budget Narrative Instructions: The budget narrative statement should provide a detailed explanation and justification for each cost category shown in the Budget Table on page 8. The budget narrative should identify non-CDBG resources to be utilized in financing the project, including mortgages or construction financing for the project. Also, specify the costs for which CDBG funding is being requested and the costs to be covered by non-CDBG resources. Additional pages can be added, if necessary.

a) Provide a comprehensive program of educational services to 175 low and moderate income youth in grades Kindergarten through Middle School in an After School Tutorial Year-Round Program. Enrichment activities and behavioral counseling will also be provided. The program will provide job experience and job training for five (5) individuals to expand their capacity to become self-sufficient and one (1) Part-Time Certified Teacher will provide academic, instructional curriculum to the program in the amount of \$81,102. The remaining funds of \$18,898 will be used for operation expenses for the After School Program.

b) The \$100,000 in CDBG Funds will be matched by The Friends of Hepburn Center, Incorporated, with \$58,427 in cash for personnel and program supplies, and approximate estimated \$19,084 for in-kind volunteer service hours to the program from Career Source Broward Program Participants, Big Brothers Big Sister Program Participants, and various other committed volunteers. The City of Hallandale Beach with the Children Services Council of Broward County (CSC Maximizing Out-of-School Time (MOST) Grant Funding shall provide a total of \$612,935 in cash and in-kind contributions for personnel/benefits, supplies, food, trips/travel, equipment, registration fees subsidy assistance and office/classroom space. The total Project Budget is \$790,446 (See attached Detailed Budget-Exhibit D).

11. Describe and calculate Leveraging: Describe and attach supporting documentation including letter(s) of commitment, resolutions, minutes of meetings, etc., showing specific resources the applicant will commit to the project as identified in columns 2 and 3 of the Budget Table on page 6. Include and identify in-kind contributions, sweat equity and other resources.

a. Provide documentation as an attachment and summarize below.

1. For economic development projects, the value of the jobs produced in



the previous year can be used as leverage. Documentation must be provided showing the name of business, job titles and salaries.

N/A

2. For housing development projects, anticipated mortgage financing will be considered as in-kind contribution.

N/A

- b. Instructions on calculating leveraging

Leveraging will be computed by taking into account the total dollar cost of the entire project including in-kind contribution.

$$\text{Percent Leveraging} = \frac{\text{Total Non-CDBG Funds} \$ \times 100}{\text{Total CDBG} \$}$$

In computing Total Cost of the project, funding from all sources for the project must be added. This includes Federal funds, State funds, contributions, private sector financing, in-kind contributions, etc.

In-Kind Contributions are non-cash items. Non-cash items are contributions to the project, e.g., labor, office space, use of equipment, etc that do not involve cash payments by the entity. However, a dollar value must be provided for in-kind contributions and that value must be added to the cost of the project. In-kind contributions must be accounted for and included in the financial audit of the funded entity.

Calculations: Total Non-CDBG Funds	\$690,446 x 100
Divided by CDBG Request	\$100,000
Percent Leveraging	690.446%

12. The project generally reflects adopted plans, goals, objectives and policies.

- a. Project is consistent with Broward County’s Consolidated Plan: Explain which Consolidated Plan priority it will address.

It is proposed that the ASP program address elements outlined in Priority III B (Suitable Living Environment) Expand and diversify public services activities that enhance access to public services for child day care, mental health, the elderly, juvenile delinquency prevention and special needs population.



ASP will specifically make available and accessible to school-age children in grades K-8 with a structured, supervised, safe academic environment supporting low to moderate income.

b. Project is consistent with Local Government Plans and Zoning: Provide a letter from the municipality or County government in which the project will occur, stating consistency with county or municipal adopted comprehensive plans. **Provide Flood Plan Map, if in flood plain.**

c. Is the project a permitted use in the zoning text regulations for the zoning district designated for the project site?

- Yes [] Attach municipal or County verification of zoning and adopted future land use plan designation for the site.
- No [X] Provide plan of action to achieve zoning district change.

d. Plat Approval: Does the project require platting or a plat note amendment?

- Yes [] Attach platting requirements and time table for completion.
- No [X] Provide Plat Name, Plat Book Number and Plat Page Number

g. State and Regional Policy Plans: **The Florida State Comprehensive Plan** provides long-range policy guidance for the orderly social, economic and physical growth of the state. **The Strategic Regional Policy Plan for South Florida** specifically addresses housing and economic development.

(See Attached Letter-Exhibit E)

13. **Real Property and Relocation Policy:** Complete this section when displacement of families or businesses is required.

a. Real property: Does the proposed project require the acquisition, subordinated or leasing of real property?

- Yes [] Provide a legal description, street address and the property



owner's name. *Consult with Broward County Housing Finance and Community Redevelopment Division staff before acquiring real property in order to follow Uniform Acquisition Procedures.*

No No property is to be acquired

b. Relocation: Does the proposed project necessitate the relocation of homeowners, tenants or commercial establishments?

Yes Outline the proposed relocation plan and show source of funds on Page 5 and 6 for the budget table and narrative above.

No

14. Citizen Participation: Complete this section for citizen participation documentation. How did the citizens in your jurisdiction participate in the selection of this project?

Residents of the City of Hallandale Beach played a major part in the participation of the selection of this project. Residents received notification of the meeting/public hearing via the newspaper, the City-website, live broadcast during the City's Commission Meeting, and distribution of flyers to the parents/guardians of After School Program enrollees, as well as through the distribution of flyers to businesses within the City. At the February 12, 2018 Public Hearing residents completed public survey detailing what programming they would like to see implemented or continued with 44th Year CDBG Funds.

- a. See Attachments-Exhibit F Resolution
- b. See Attachments-Exhibit G Public Hearing Attachments
- c. See Attachments-Exhibit G Public Hearing Attachments

a. A copy of the resolution from the governing body giving authorization to submit proposal(s) with name and title of official designated to sign application.

b. Copies of meeting or hearing notices which verify efforts to invite citizen input (to include points of distribution) and pertinent information from the municipality reflecting inclusion of citizen input in final decisions. Documentation includes a copy of the certified proof of advertising of the public hearing held by the governing body.

c. Verification of other efforts which provide information to citizens, i.e., workshop notices, attendance records, sunshine ads, civic association meetings.



15. Certification: Please complete the certification below:

If this application is approved for funding, the organization agrees to comply with all required Federal, state and local laws and regulations. The organization confirms that it is fully capable of fulfilling the obligations as stated in this proposal and in any attachments or documents included with this application.

Conflict of Interest (24 CFR 570.611; 24 CFR 85.36; and 24 CFR 84.42)

There are two sets of conflict of interest provisions applicable to activities carried out with CDBG funding. The first set, applicable to the procurement of goods and services by subrecipients, is the procurement regulations located at 24 CFR 84.42 and 85.36. (See 24 CFR 570.611(a)(1).) The second set of provisions is located at 24 CFR 570.611(a)(2). These provisions cover situations not covered by parts 84 and 85.

As a duly authorized representative of this organization, I submit this application to the Broward County Housing Finance and Community Development Division and verify that the information herein is true, accurate and complete.



PENALTY FOR FALSE OR FRAUDULENT STATEMENT: U.S. Code Title 18, Section 1001, provides that whoever knowingly and willfully (1) falsifies, conceals, or covers up by any trick, scheme, or device a material fact; (2) makes any materially false, fictitious, or fraudulent statement or representation; or (3) makes or uses any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry; shall be fined under this title, imprisoned not more than 5 years.

Name of Organization: The Friends of the Hepburn Center, Inc.

Type of Organization: Non-Profit [] Municipal

(Signature) (Title) (Date)

STATE OF FLORIDA
COUNTY OF BROWARD

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Armin Lovenvirth (Name of individual signing) who, after first being sworn by me, affixed his/her signature in the space provided above on the ____ day of _____, 2018.

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

NOTARY PUBLIC, State of Florida

My commission expires _____.