

# NOTICE OF AVAILABILITY OF STATE AND FEDERAL FUNDS

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## Developmental Disabilities Planning Council (DDPC)

155 Washington Avenue, 2nd Floor  
Albany, NY 12210

A CLEARLY IDENTIFIED PARTNERSHIP AMONGST EMPLOYERS, LOCAL EDUCATIONAL AGENCIES (SCHOOL DISTRICTS, BOCES), COMMUNITY-BASED ORGANIZATIONS AND VOCATIONAL REHABILITATION AGENCIES, AN EMPLOYER, SCHOOL ENTITY, OR COMMUNITY-BASED, NOT-FOR-PROFIT ORGANIZATION MAY BE THE DESIGNATED LEAD APPLICANT FOR THIS RFP. ORGANIZATIONAL ROLES AND RESPONSIBILITIES MUST BE CLEARLY DELINEATED

### **Project SEARCH – Downstate NY Youth Transition & Employment Demonstration**

One grant of up to \$80,000 per year will be funded by DDPC for up to two years to implement a Project SEARCH youth transition and employment demonstration grant in downstate New York. The intent of this project is to demonstrate the efficacy of implementing a business sector employment approach in increasing the quality and quantity of school-to-work transition outcomes for students with developmental disabilities. The applicant's program and budget narratives must provide the justification for the grant amount requested.

Project SEARCH is a high school transition program which provides training and education leading to competitive, integrated employment for individuals with disabilities. The cornerstone of the Project SEARCH approach is industry immersion. The successful applicant must include and agree to the following:

- Signing a licensing agreement with Project SEARCH - Cincinnati Children's Hospital Medical Center (CCHMC) committing to the business immersion model and allowing use of the Project SEARCH name, logo, resources and materials;
- Setting aside a portion of grant funds to work with CCHMC for establishing a true Project SEARCH model focused on the immersion design, essential staff training and committed partnerships;
- Committed partnership with an identified growth industry (business/employer) to facilitating on-site training, mentoring, work experiences, employment and retention of youth/young adults with developmental disabilities. While Project SEARCH has particularly focused on the health care industry, other business sectors with demonstrated growth potential would also be considered;
- Committed partnership with a local school district(s) or Board of Cooperative Educational Services (BOCES) to provide on-site special education instruction and necessary related services and supports (i.e. transportation, etc.);
- Partnership and committed support from the local/regional Office of Vocational & Educational Services for Individuals with Disabilities (VESID), the Commission for the Blind & Visually Handicapped (CBVH), and the Office for People with Developmental Disabilities (OPWDD) Developmental Disabilities Services Offices (DDSO) for essential program coordination, planning and implementation;
- Partnership and committed support from a local community-based non-profit organization to provide job coaching for interns, job development services and ongoing employment support to individuals once they are hired;

- Connection with the local or regional One Stop Workforce Centers for additional employment related support services and assistance;
- A commitment to incorporate outreach and supports to families as partners in the workforce skill development and employment process;
- A commitment to participate in the national Project SEARCH Coalition and the national Project SEARCH data portal;
- A commitment to disseminate information about project experiences, strategies for addressing barriers, and achieving employment success for project participants, and
- A commitment to a sustainability plan that includes specific steps/details on maintaining the project beyond the duration of the DDPC funding cycle would need to address a number of areas, including: effective outreach, support approaches, procedural or curriculum modifications, and service delivery strategies, etc. that will improve outcomes with at-risk families. The DDPC will look at shared outcomes and performance targets with OCFS. This will include outcomes such as connections with health care, connections with educational settings, decrease in adult/child protective contacts, connections with other community supports, etc.

There will also be a focus on strengthening and enhancing cross-systems coordination with the Office for People with Developmental Disabilities (OPWDD) and their contracted service providers. Another key component will be building the parents support network with their extended families, caregivers and community. Successful applicants will have to address how they will sustain the impact of this initiative beyond the DDPC funding period. The RFP review will also focus on the highest scoring programs that intend to demonstrate the potential for collaboration in assisting parents and families with intellectual and developmental disabilities.

The full RFP can be downloaded from [www.ddpc.state.ny.us](http://www.ddpc.state.ny.us) All interested applicants are asked to submit a one-page letter of intent by January 31, 2011 to Nicholas Rose, Program Planner, at the address above. Letters of intent are not required but will assist DDPC in identifying interest and the potential applicant pool. All final grant applications should be sent to Sheila Carey, Executive Director, and must be delivered to the DDPC office by close of business (5:00 pm) on February 18, 2011.

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Housing Trust Fund Corporation  
Office of Community Renewal  
Hampton Plaza  
38-40 State Street  
Albany, NY 12207

NON-ENTITLEMENT VILLAGES, TOWNS, CITIES OR COUNTIES

### **2011 Notice of Funding Availability (NOFA)**

The New York State Housing Trust Fund Corporation and the New York State Affordable Housing Corporation's Office of Community Renewal anticipate the availability of approximately \$ 96 million of State and Federal funds for the following programs:

- \$40 million - NYS Community Development Block Grant funding for the Annual Competitive Round and Open Round Economic Development Program

- \$25 million - Affordable Home Ownership Development Program
- \$20 million - HOME Local Program\*
- \$5 million - New York Main Street
- \$4 million - Access to Home Local Program
- \$2 million - RESTORE

\* A minimum of 15% will be reserved for Community Housing Development Organizations (CHDOs)

**NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**PROGRAM DESCRIPTION**

The New York State Community Development Block Grant Program (NYS CDBG) is a federally funded program administered by the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR).

**ELIGIBLE APPLICANTS**

Eligible applicants include non-entitlement villages, towns, cities or counties throughout New York State, excluding metropolitan cities, urban counties, and Indian Tribes that are designated Entitlement communities. Non-entitlement areas are defined as cities, towns, and villages with populations of less than 50,000 except those designated principal cities of Metropolitan Statistical Areas, and counties with populations of less than 200,000. For Open Round Economic Development Projects, eligible applicants must apply on behalf of the business seeking CDBG funds. Awards are made to the applicant community and not directly to businesses.

**ELIGIBLE ACTIVITIES**

**Annual Competitive Round Program**

CDBG funds are available for community development projects that primarily benefit low and moderate income persons in the categories of: Housing (rehabilitation including mobile and manufactured home replacement; home ownership; residential water and wastewater systems); Public Facilities and Public Infrastructure. A community may propose a project that addresses a particular area of need or may propose a project that undertakes a strategy that addresses community development needs within a particular area.

**Open Round Economic Development Program**

CDBG funds are available for economic development, small business and microenterprise activities. Each activity must involve the creation or retention of permanent job opportunities that principally benefit low- and moderate-income persons. This will be done through the expansion and retention of business and industry in New York State. For microenterprises, an owner that qualifies as a low- and moderate-income person also meets the requirements of the CDBG Program.

Economic development funding is available for the following activities:

- To provide financial assistance to businesses for an identified CDBG eligible activity which will result in the creation or retention of permanent job opportunities principally benefitting low- and moderate-income persons;
- To construct publicly owned infrastructure improvements, which are necessary to accommodate the creation, expansion or retention of a business which will result in the creation or retention of permanent job opportunities principally for low- and moderate-income persons.
- To provide resources in an effort to promote small business entrepreneurship as a vehicle for sustainable economic development and growth. For the purposes of the Small Business Assistance program, a small business is defined as a commercial enterprise with twenty five (25) or fewer full-time equivalent employees at the time of application.
- To foster the development or expansion of microenterprises or by providing grants in conjunction with capacity building and entrepreneurial assistance. For the purposes of the Microenterprise program, a microenterprise is defined as a business with five (5) or fewer employees including the owner at the time of application.
- To provide resources in an effort to promote small business entrepreneurship as a vehicle for sustainable economic development

and growth. For the purposes of this program, a small business is defined as a commercial enterprise with twenty five (25) or fewer full-time equivalent employees at the time of application.

Eligible uses of NYS CDBG Economic Development funds include, but are not limited to: acquisition of real property; financing of machinery, furniture, fixtures and equipment; building construction and renovation; working capital; inventory; and employee training expenses. Costs associated with construction, building or other improvements are not eligible uses of NYS CDBG Microenterprise funds.

**FUNDING LIMITS**

**Annual Competitive Round Awards**

**Town, Cities and Villages:**

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|--|-----------|
| Housing/Public Facilities                | \$400,000 |
| Public Infrastructure (water/sewer only) | \$600,000 |

**Counties:**

|   |           |
|---|-----------|
| Housing/Public Facilities/Public Infrastructure | \$750,000 |
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**Joint Applicants:**

|  |           |
|--|-----------|
| Public Infrastructure (water/sewer only) | \$900,000 |
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**Open Round Economic Development Awards**

|                                   |           |               |           |
|-----------------------------------|-----------|---------------|-----------|
| Economic Development Program      | \$750,000 | Minimum Award | \$100,000 |
| Small Business Assistance Program | \$100,000 | Minimum Award | \$25,000  |

|                         |           |
|-------------------------|-----------|
| Microenterprise Program | \$200,000 |
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**APPLICATION FOR FUNDING**

**Annual Competitive Round Program**

The Annual Competitive Application will be available on the NYS Homes and Community Renewal web site, [www.nysdchr.gov/Funding/](http://www.nysdchr.gov/Funding/) on January 10, 2011. Applications are due no later than May 27, 2011. Applications are to be mailed or delivered to: NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 38-40 State Street, Albany, NY 12207. If mailed, applications must be postmarked no later than May 27, 2011. If delivered in person, applications must be received no later than 4:00 PM on May 27th.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

**Open Round Economic Development Program**

Interested applicants must complete a pre-submission form and consult with OCR Economic Development staff to determine if the proposed economic development project meets CDBG and OCR program requirements prior to submitting an application for funding. Based upon the results of the consultation and the pre-submission information, the applicant may be invited to submit an application for funding. Applicants may submit pre-submission forms any time after January 1, 2011. The pre-submission form is available on the NYS Homes and Community Renewal website, <http://nysdchr.gov/Programs/NYS-CDBG/EconomicDevelopment.htm>

**AFFORDABLE HOME OWNERSHIP DEVELOPMENT PROGRAM**

**PROGRAM DESCRIPTION**

The Affordable Home Ownership Development Program (AHODP) is a state funded program administered by the New York State Affordable Housing Corporation (AHC) through the New York State Homes and Community Renewal's Office of Community Renewal (OCR).

**ELIGIBLE APPLICANTS**

Eligible applicants include cities, towns, villages, and counties throughout New York State, housing authorities, housing development fund companies, and not-for-profit corporations or charitable organizations which have as one of their primary purposes the development and improvement of housing.

**ELIGIBLE ACTIVITIES**

The AHODP provides funds for three project types: New construction of homes for sale, acquisition/rehabilitation of homes for sale and improvements to existing, owner-occupied homes. Proposals may not include more than one type of project. Individual proposals must be submitted for each project type.

**FUNDING LIMITS**

The maximum AHODP award is \$35,000 per unit except for high cost areas where the maximum award is \$40,000 per unit. Due to limited funds, AHC may ask that projects requesting more than \$1 million in grant funds be developed in phases.

AHC reserves the right to reject any and all proposals, to negotiate with applicants, recommend funding in an amount less than requested, conduct site visits, interview the applicant and development team, extend the submission deadline, and request additional information. AHC reserves the right to waive or modify any requirement contained in the RFP, subject to the applicable statutes and the Program Regulations.

**APPLICATION FOR FUNDING**

The AHODP Application will be available on the NYS Homes and Community Renewal website at the following two locations: [www.nysdchr.gov/Funding/](http://www.nysdchr.gov/Funding/) and <http://www.nyhomes.org/Municipalities/AHCGrants/RequestsforProposals.htm> on January 10, 2011. Applications are due May 27, 2011. Applications are to be mailed or delivered to: Mr. Dominic Martello, Vice President, New York State Affordable Housing Corporation, 641 Lexington Avenue, New York, NY 10022.

**HOME PROGRAM**

**PROGRAM DESCRIPTION**

The New York State HOME Program is a federally funded program administered by the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR).

**ELIGIBLE APPLICANTS**

Eligible applicants include cities, towns, villages or counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for an award, non-profit organizations, including CHDOs, must have been in existence for at least one year prior to contract execution.

**ELIGIBLE ACTIVITIES**

Applications will be accepted for programs that propose funding for one or more of the following activities:

**Housing Rehabilitation Programs**

- Moderate rehabilitation of owner-occupied single family (1-4 units) properties including the replacement of dilapidated mobile and manufactured housing with new Energy-Star manufactured homes.
- Moderate rehabilitation of small (10 units or fewer) investor-owner rental properties.

**Tenant-based Rental Assistance (TBRA)**

**Homebuyer Assistance Program**

- Down payment or closing cost assistance for first-time home buyers for homes that may or may not require rehabilitation. HTFC requires that HOME-assisted units meet HTFC rehabilitation standards at project completion, so it is expected that most homebuyer assistance programs will involve a rehabilitation component. Programs that target existing residents of public housing and manufactured hous-

ing (to assist in the purchase of non-manufactured housing) are encouraged.

**CHDO Home Ownership Program**

- Homeownership activities that include new construction or rehabilitation of vacant, substandard, single family housing (1-4 unit buildings) where the CHDO has obtained project financing to rehabilitate or construct the dwelling units, and will have the title to the property during the rehabilitation/construction period. The project must include sources of construction financing other than HOME Program funds. HOME Program funds may be used only as permanent financing.

**FUNDING LIMITS**

The maximum award amount is \$750,000 with a per unit cap of \$50,000. The minimum award amount is \$100,000. The maximum CHDO home ownership development award amount is \$1,000,000 with a per unit maximum of \$60,000. CHDOs are not eligible for administrative reimbursement, but do qualify for a project developer fee. CHDO home ownership developers will be subject to additional underwriting requirements.

**APPLICATION FOR FUNDING\***

The HOME application will be available on the NYS Homes and Community Renewal website, [www.nysdchr.gov/Funding/](http://www.nysdchr.gov/Funding/) on January 10, 2011. Applications are due no later than 4:00 PM on April 29, 2011. Applications should be submitted using the Community Development Online Application System (CDOL).

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

**NEW YORK MAIN STREET PROGRAM**

**PROGRAM DESCRIPTION**

The New York Main Street Program (NYMS) is a state funded program administered by the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR).

**ELIGIBLE APPLICANTS**

Eligible applicants include cities, towns, villages or counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for an award, non-profit organizations must have been in existence for at least one year prior to contract execution.

**ELIGIBLE ACTIVITIES**

Applications will be accepted for programs that propose funding for one or more of the following activities:

**Building Renovation**

Applicants may provide participating building owners with matching renovation grants of up to \$50,000 per building for first and/or second floor civic/commercial use, plus an additional \$25,000 for each residential unit, not to exceed 75% of total project cost or \$150,000 per building, whichever is less. Building renovation projects include facade renovations and interior work.

**Downtown Anchors**

Applicants may provide grants of up to \$250,000 per building, but not exceeding 40% of total project cost, to building owners to help establish or expand cultural or business anchors that are key to local revitalization efforts. Anchor grant projects may include residential units on the upper floors.

**Streetscape Enhancement**

A streetscape enhancement grant may be requested only as an ancillary activity to building renovation or downtown anchor activities. Applicants may request up to \$60,000 for streetscape enhancement activities such as: planting trees; installing street furniture and trash receptacles; installing signs in accordance with a local signage plan; and other installations to enhance the NYMS target area. The streetscape enhancement activity does not require matching funds.

**FUNDING LIMITS**

The maximum award amount is \$500,000 and the minimum award amount is \$50,000.

APPLICATION FOR FUNDING\*

The NYMS application will be available on the NYS Homes and Community Renewal website, [www.nysdchr.gov/Funding/](http://www.nysdchr.gov/Funding/) on January 10, 2011. Applications are due no later than 4:00 PM on April 29, 2011. Applications should be submitted using the Community Development Online Application System (CDOL).

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

ACCESS TO HOME PROGRAM

PROGRAM DESCRIPTION

The Access to Home Program is a state funded program administered by the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR).

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages or counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for award, non-profit organizations must have been in existence for at least one year prior to contract execution.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that propose funding for one or more of the following activities in existing residential units:

- Installations of ramps, lifts, and other similar measures to permit access to and from the exterior of a building;
- Modifications to kitchens and bathrooms to provide access to persons with mobility limitations or disabling conditions;
- Interior accessibility modifications that will permit access within the unit for persons with mobility limitations or other disabling conditions;
- Installation of devices to permit a safe environment for persons with hearing or visual impairments;
- Architectural and engineering work, testing of assisted units for environmental, health and safety purposes, and other professional services necessary for the installation of accessibility modifications;
- Other activities required to install accessibility modifications.

FUNDING LIMITS

The maximum award amount is \$300,000 with dwelling unit maximum of \$25,000. The minimum award amount is \$100,000.

APPLICATION FOR FUNDING\*

The ACCESS to Home application will be available on the NYS Homes and Community Renewal website, [www.nysdchr.gov/Funding/](http://www.nysdchr.gov/Funding/) on January 10, 2011. Applications are due no later than 4:00 PM on April 29, 2011. Applications should be submitted using the Community Development Online Application System (CDOL).

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

RESTORE PROGRAM

PROGRAM DESCRIPTION

The RESTORE program is a state funded program administered by the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR).

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages, and counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for award, non-profit organizations must have been in existence for at least one year prior to contract execution.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that benefit elderly homeowners (over 60 years of age) with incomes less than 80% of median income that propose funding for one or more of the following activities:

- Repairs to 1-4 unit residential dwellings owned by an elderly homeowner that correct an emergency housing condition.
- Repairs addressing furnace, roof, electrical and water problems.

FUNDING LIMITS

The maximum award amount is \$75,000 with building maximum of \$7,500.

APPLICATION FOR FUNDING\*

The RESTORE application will be available on the NYS Homes and Community Renewal website, [www.nysdchr.gov/Funding/](http://www.nysdchr.gov/Funding/) on January 10, 2011. Applications are due no later than 4:00 PM on April 29, 2011. Applications should be submitted using the Community Development Online Application System (CDOL).

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

\*For those applicants with prior approval to submit a paper application, applications will be accepted only at the following address:

NYS Homes and Community Renewal  
Office of Community Renewal  
Hampton Plaza  
38-40 State Street  
Albany, NY 12207

In accordance with Section 312 of Article 15 A of the Executive Law, HCR requires contractors and awardees to make affirmative efforts to ensure that New York State certified Minority and Women Owned Business Enterprises have opportunities for meaningful participation on projects awarded funding by the Housing Trust Fund Corporation and the Affordable Housing Corporation

APPLICATION WORKSHOP (WEBCAST):

An application workshop will be conducted via webcast on Friday, January 21, 2011 beginning at 1:00 pm. For those that do not have access to high speed internet service, the webcast may be viewed at the locations listed below and accessed online at public facilities such as local libraries.

Materials will also be available on the HCR website (<http://www.nyshcr.org>) on January 19, 2011. An agenda, instructions on how to access the webcast, and instructions on how to access subsequent viewings will be posted on the website no later than January 21, 2011. The webcast will include a discussion of each program and the application requirements and review process. Interested parties should refer to the website to familiarize themselves with the agenda items. The webcast will be archived for viewing until May 28, 2011.

To provide potential applicants with an opportunity to discuss a specific project, program or application, Office of Community Renewal staff will be available from January 21, 2011 through the application deadline dates.

For inquiries regarding CDBG, NYMS, HOME, RESTORE, and ACCESS to Home, contact the appropriate office listed below:

Albany  
Office of Community Renewal  
Hampton Plaza  
38-40 State Street  
Albany, NY 12207  
Telephone: (518) 474-2057

Counties Served: Albany, Clinton, Columbia, Delaware, Dutchess, Essex, Fulton, Greene, Hamilton, Montgomery, Orange, Otsego, Putnam, Rensselaer, Saratoga, Schenectady, Schoharie, Sullivan, Ulster, Warren and Washington.

Buffalo

Suite 105, 535 Washington Street  
Buffalo, NY 14203

Telephone: (716) 847-7955

Counties Served: Allegany, Cattaraugus, Chautauqua, Chemung, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Schuyler, Seneca, Steuben, Wayne, Wyoming and Yates.

Syracuse

620 Erie Boulevard West, Suite 312  
Syracuse, NY 13204

Telephone: (315) 478-7179, ext. 200

Counties Served: Broome, Cayuga, Chenango, Cortland, Franklin, Herkimer, Jefferson, Lewis, Madison, Oneida, Onodaga, Oswego, St. Lawrence, Tioga and Tompkins.

New York City

25 Beaver St., 7th Floor  
New York, NY 10004

Telephone: (212) 480-4543

Counties Served: Bronx, Kings, Nassau, New York, Queens, Richmond, Rockland, Suffolk and Westchester.

*For technical assistance regarding AHODP, contact the following office: New York State Affordable Housing Corporation, 641 Lexington Ave., New York, NY 10022, (212) 872-0438*

