

**PINELLAS COUNTY PLANNING DEPARTMENT
COMMUNITY DEVELOPMENT DIVISION
2017-2018 PUBLIC INFRASTRUCTURE GRANT**

**This application MUST be RECEIVED by 4:30 p.m., Friday, February 17, 2017.
MAIL or bring ONE original plus SEVEN copies to
Community Development Division, Pinellas County Planning Department
440 Court Street, 2nd Floor, Clearwater, FL 33756.
FAX COPIES WILL NOT BE ACCEPTED.
DO NOT BIND APPLICATIONS OR SUBMIT ADDITIONAL MATERIAL UNLESS REQUESTED.
Applications received after the deadline will not be considered.
Please note: Lobby doors lock promptly at 4:30 p.m.**

NAME OF MUNICIPALITY OR UNINCORPORATED NEIGHBORHOOD

LEGAL ADDRESS (INCLUDE ZIP CODE)

MAILING ADDRESS, IF DIFFERENT THAN LEGAL ADDRESS (INCLUDE ZIP CODE)

FEDERAL ID NUMBER

D-U-N-S NUMBER

AUTHORIZATIONS/CONTACT INFORMATION

CONTACT PERSON/TITLE (PERSON WHO CAN BEST ANSWER QUESTIONS ABOUT THIS APPLICATION)

TELEPHONE NUMBER

FAX NUMBER

EMAIL

CONTACT PERSON/TITLE (IF GRANT IS AWARDED, PERSON TO CONTACT FOR DAY-TO-DAY OPERATIONS)

TELEPHONE NUMBER

FAX NUMBER

EMAIL

NAME/TITLE OF OFFICIAL REPRESENTATIVE (CHIEF ELECTED OFFICIAL OR DELEGATE, PRESIDENT OF ASSOCIATION, AUTHORIZED TO MAKE APPLICATION FOR THIS GRANT)

SIGNATURE OF OFFICIAL REPRESENTATIVE (ABOVE)

DATE

NAME/TITLE OF OFFICIAL REPRESENTATIVE (CHIEF ELECTED OFFICIAL OR DELEGATE, PRESIDENT OF ASSOCIATION, AUTHORIZED TO SIGN AGREEMENT/S ACCEPTING AWARD-NO SIGNATURE REQUIRED)

AMOUNT OF FUNDING REQUESTED FROM COUNTY: \$_____

PROJECT LOCATION: _____
(Name of targeted area or community redevelopment area)

CENSUS TRACT: _____ **BLOCK GROUP:** _____

TYPE OF PROJECT: *(check all that apply)*

_____ Streetscape	_____ Road Construction
_____ Sidewalk	_____ Other _____

Does Municipality or Unincorporated Neighborhood utilize electronic signatures: _____ Yes _____ No
If yes, please note, electronic signatures are required for person executing agreements as well as for each of the two witnesses. NOTE: Pinellas County has adopted the use of electronic signatures to execute contracts and agreements.

DESCRIPTION OF PROJECT AND SCHEDULE

Funds may be requested for design or, if the engineering design is already complete, funds may be requested for construction. Funds may not be requested for both design and construction during the same grant cycle. Describe the project as requested below; attach additional pages as needed:

- 1) Give a statement of need for the project. If it is located in a Community Redevelopment District, explain how the project addresses a problem that qualified the district as a CRA.
- 2) Describe the physical aspects and the specific location of the work to be done. Also, quantify the expected results, i.e., linear feet of sidewalk, etc. If funding is for design, will construction funds be requested next year?
- 3) If the request is for construction, attach a copy of the engineering design of the project. If the request is for design, attach a conceptual drawing as appropriate. Also attach any other materials that further describe the work to be done.
- 4) Give a work schedule for completing the project. Construction project schedules should include bid award, permitting, construction start and completion.
- 5) Give a schedule for anticipated expenditure of funds requested.
- 6) Pinellas County encourages the use of affirmative steps to assure that minority business and women's business enterprises, as defined in Executive Order 12138, have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction and services. Please provide a list of minority or women's business enterprises you plan to use for the project.

PROJECT COST AND FINANCING

Identify in the table below the costs of completing this project and all sources of funds. Add items as necessary; the total of **AMOUNT REQUIRED** should equal the total cost of the project including future year's expenditures.

[illegible]

ADDITIONAL REQUIRED DOCUMENTS FOR THIS APPLICATION

Submission of the following items is required for an application to be considered complete. To separate each of the required documents, please use a cover sheet or tab identifying each item. Please attach one copy of the following items to original application only:

If project is in a redevelopment district (slum/blight area):

1. ☐ Written descriptions of the conditions, which you feel, qualify the area at the time of its designation. This description must be in sufficient detail to demonstrate how the area met all State and HUD criteria. Also included must be the method by which the area was identified and delineated.
2. ☐ Support documentation that details the specific conditions that exist in the designated area. This documentation can include, but is not limited to, structural analysis of buildings, engineering studies, written local code enforcement officials, planning board actions, public health and safety concerns, and actions taken by other state or local authorities.
3. ☐ A detailed map outlining the designated blighted area and clear photographs documenting the entire detrimental conditions in the designated blighted area.
4. ☐ Documentation that a duly authorized local public hearing dealing with the slum blight area-wide designation was held prior to the official Declaration of Slum and Blight Area adoption. This documentation must include a copy of the local newspaper advertisement, attendance list and official minutes of the hearing.
5. ☐ A Declaration of Slum and Blight enacted by the legislative body of your community and containing the municipal seal.

Please note: Designation of an area as slum or blighted must be re-determined every 10 years. If designation is more than 10 years old, a re-determination is required and must be submitted prior to May 5, 2017.

6. ☐ Most recent audit and management letter.
7. ☐ Resolution identifying the official representative authorized to make application and sign agreement.
8. ☐ If project is in a HUD-designated low/moderate-income area, provide the name and location of the area, census tract and block group.

Note: All recipients of funding through the Pinellas County Planning Department are required to register with the System for Award Management at www.sam.gov. The System for Award Management (SAM) is combining federal procurement systems and the Catalog of Federal Domestic Assistance into one new system. The first phase of SAM includes the functionality from the following systems: Central Contractor Registry (CCR); Federal Agency Registration (Fedreg); Online Representations and Certifications Application; and Excluded Parties List System (EPLS).

At the time of award and as a condition of award acceptance, you will be required to complete a Federal Funding Accountability and Transparency Act (FFATA) form. See <https://www.fsrc.gov> for additional information.