MOBILE URBAN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

2023 PUBLIC SERVICE APPLICATION

PROPOSAL DEADLINE:

January 20, 2023 by 12:00 p.m.

Mobile County Grants Department
South Tower 8th Floor, Government Plaza
205 Government Street
Mobile, AL 36644-1800

If you have questions or require technical assistance, please contact the Mobile County Grants Department at (251) 574-8099 or (251) 574-8096.

Application may also be downloaded from http://www.mobilecountyal.gov/HUDgrant.
For your convenience, this application form has been created in a fillable PDF format. After completion it can be digitally signed, saved, and submitted electronically. See Application Deadline section on page 4 for detailed instructions.

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GENERAL INFORMATION

Mobile County and the municipalities that have elected to be part of the Mobile Urban County are collectively recipients of Community Planning and Development formula grants from the United States Department of Housing and Urban Development (HUD). The Urban County receives Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG). These grants are primarily to assist low- and moderate-income persons, expand economic development opportunities, and provide decent housing and/or a suitable living environment. Each program year, the County as lead agency of the Urban County holds public hearings and accepts funding proposals for CDBG funds from public and private agencies/entities within a deadline established annually. All eligible proposals are reviewed by a Project Review Committee and a recommended budget is presented to the Mobile County Commission for review and final action. The Committee considers proposals based upon eligibility criteria set forth in the Federal regulations promulgated by HUD, the extent to which proposals address the priorities and support the goals established in the Consolidated Plan, and how the proposals fit into the availability of formula grant funds. After consulting with the community and stakeholders, the 2020-2024 Consolidated Plan was developed. The Plan includes the following CDBG Priorities, which will serve as the basis for review of program year 2023 applications and in finalizing 2023 funding decisions.

- Public Facilities and Infrastructure
- Demolition and Spot Blight Clearance
- Homelessness Prevention
- Public Services (subject to 15% cap of the annual grant)
- Fair Housing
- Homeowner Housing Repair Assistance
- Homebuyer Assistance

HUD has not announced the 2023 program year funding allocation for Mobile County, however we anticipate level funding from 2022 for the Community Development Block Grant and Home Investment Partnership (HOME) Programs:

Community Development Block Grant (CDBG)	$1,688,670
Home Investment Partnership (HOME)	$679,341
Emergency Solutions Grants (ESG) – If Awarded	$ NA

Of the amount awarded, Mobile County Commission proposes to deduct for program administration, planning, and program costs as allowed.

In anticipation of the 2023 funding, Mobile County Commission is accepting applications for the Community Development Block Grant Program. Applications for the HOME Program are accepted in accordance with request-for-proposals published on the County's webpage on an as-needed basis. Applications for the Emergency Solutions Grants Program will be announced, if funding becomes available.

Neither this request for applications nor the acceptance of any application shall imply a funding obligation to any applicant. Submitting a request does not guarantee funding. The County, its elected officials, employees, and agents shall not be held responsible or liable for any losses incurred from claims, suits, damages, costs, or expenses of any kind or of

any nature that any proposing entity may suffer, incur, or pay arising out of decisions by the County concerning any proposal, application, or action(s) associated with the administration of any HUD programs.

This Application Package is to request Community Development Block Grant (CDBG) funds for Public Service activities. There is a separate application package for CDBG Capital Project activities.

APPLICATION DEADLINE

Proposals for CDBG funds must be submitted to the Grants Department by 12:00 p.m. CST on January 20, 2023. Electronic submission is preferred, however if you need to submit your proposal in hard-copy form, via mail or hand-delivery, it will be accepted. See cover page for physical address.

Please submit a PDF of your proposal via email to GrantsDept@mobilecountyal.gov, making certain to exclude any PII (Personally Identifiable Information). An acknowledgement will be sent upon receipt of your proposal; if you do not receive an acknowledgement by COB January 20, 2023, be sure to let us know.

This requirement is firm as to the mode of submission, inclusive of date, and time.

PROGRAM YEAR 2023 CALENDAR

Advertisement for Public Hearings Published	October 28, 2022 & March 10, 2023
1st Public Hearing / Application Workshop Application Package Available	November 16, 2022
Deadline for Proposal Submission	**Noon, January 20, 2023**
Proposal Review by Review Committee	February 22, 2023
2nd Public Hearing	March 27, 2023
Action Plan Publication 30-Day Comment Period Begins	April 5, 2023
Commission Approval of Final Action Plan and Submission to HUD	May 8, 2023
Program Year Begins	**July 1, 2023**

(The above dates are subject to change.)

WHO MAY APPLY FOR CDBG

A governmental unit that is a member of the Mobile Urban County, a for-profit business that wants to implement economic development, or an incorporated not-for-profit agency capable of undertaking approved programs that serve persons who reside within the geographic designation of the Mobile Urban County, namely City of Bayou La Batre, City of Chickasaw, City of Citronelle, City of Creola, Town of Mount Vernon, City of Prichard, City of Saraland, City of Satsuma, City of Semmes, and the unincorporated areas of Mobile County may apply for CDBG. Public Service activities are primarily administered through not-for-profit agencies.

Please note Federal guidelines require that funds be spent in a timely manner. Therefore, funded programs will need to be underway and all funds expended within twelve (12) months of execution of an agreement with the County, otherwise funds may be deobligated.

ELIGIBILITY AND NATIONAL OBJECTIVES

A guide for eligible activities can be found in Basically CDBG for Entitlements at https://www.hudexchange.info/resource/19/basically-cdbg-training-guidebook-and-slides/. Please note: To be considered for funding, the proposed activity must be consistent with the 2020-2024 CDBG Priorities for Mobile County (as noted above). These priorities will serve as the basis for review of program year 2023 applications and in finalizing 2023 funding decisions.

A proposed activity must be eligible and must meet at least one of the national objectives mandated by HUD. The three national objectives are: 1) Benefit to low- and moderate-income (LMI) persons; 2) Aid in the prevention or elimination of slums or blight; and 3) Meet a need having a particular urgency (referred to as urgent need).

The LMI national objective is often referred to as the "primary" national objective because the statute requires that the Mobile Urban County expend 70 percent of its CDBG funds to benefit LMI persons. LMI persons are persons with household incomes that are at or below 80% of the median family income for the Mobile Urban County Area (as adjusted by the number of persons in the family). **Income limits for 2023 are anticipated to be released by HUD on or around June 2023.**

Currently income limits for 2023 are based on the 2022 income limits, effective July 1, 2022:

Family Size →	1	2	3	4	5	6	7	8+
80%	$36,600	$41,800	$47,050	$52,250	$56,450	$60,650	$64,800	$69,000

(These limits are subject to change annually.)

The primary objective of the CDBG Public Service Program is to provide funding to organizations that provide services to income eligible persons. The proposed activity must be a new service or a measurable expansion of an existing service. Program beneficiaries must be principally low- and moderate-income persons.

Ineligible Activities:

- Income payments as a grant
- Income payments to individuals
- Political activities

CDBG PUBLIC SERVICE APPLICATION

COMMUNITY DEVELOPMENT BLOCK GRANT
PUBLIC SERVICES
CHECKLIST OF REQUIRED DOCUMENTS

The following documents must be submitted before this request can be processed. Mark as enclosed the documents included with your application. Note as pending any items that will not be available until later.

	ENCLOSED	PENDING	
1.	☐	☐	Completed Application Form
2.	☐	☐	Completed Form W-9
3.	☐	☐	Completed Form regarding Designation of Responsible Officials
4.	☐	☐	Completed Form regarding FFATA Report
5.	☐	☐	Completed Certification regarding Section 504
6.	☐	☐	Completed Certification regarding MBE/WBE/SBC
7.	☐	☐	Completed Certification regarding Debarment
8.	☐	☐	Completed Certification regarding Lobbying
9.	☐	☐	Completed Certification regarding Drug-Free Workplace
10.	☐	☐	Completed Certification regarding Conflict of Interest
11.	☐	☐	Completed Activity Budget
12.	☐	☐	Completed Budget Narrative - Please format by budget category and provide detailed expenditure information of CDBG funds. Please note what proportion of the proposed budget will support direct services. (CDBG funds can only be used for expenditures that directly benefit CDBG-eligible clients.)

Not all items below will be applicable to every organization/entity. Mark as enclosed the items included with your application, and for those items that are not applicable, denote as "NA".

	ENCLOSED	NA	
1.	☐	☐	Articles of Incorporation (if applicable)
2.	☐	☐	Bylaws (if applicable)
3.	☐	☐	Documentation that certifies that the Organization is a not-for-profit 501(c)(3) (if applicable)
4.	☐	☐	Organization's budget for its 2023 fiscal year (if applicable)
5.	☐	☐	Organization's independently audited financial statements for its past two fiscal years. If an independent audit has not been conducted for those years, a printout from your accounting system or an accountant's compilation is acceptable.
6.	☐	☐	Resolution or certified copy of the minutes of the Organization's governing body reflecting approval of the Organization's application and potential entry into a contract with the Mobile County Commission and of the expenditures described in the program statement/scope of work
7.	☐	☐	Proof of E-verify enrollment to include copy of MOU for Employers with electronic verification by Department of Homeland Security

COMMUNITY DEVELOPMENT BLOCK GRANT
PY2023 PUBLIC SERVICE APPLICATION FORM

Legal Name of Organization: _____

Address: _____Telephone: _____

Email: _____

UEI Number (DUNS no longer used): _____ Federal EI Number: _____

Name and Title of Person(s) authorized to execute contracts on behalf of the Organization:

Name: _____ Title: _____

Please indicate type of organization: ☐ Municipality ☐ For-Profit ☐ Not-for-Profit

Summary of proposed Program/Service: _____

_____

_____

Program/Service Site Address: _____

Service Area: _____

Amount of Funds Requested: $ _____

Check one: ☐ New Program ☐ Expansion ☐ Continuation

Quantify the number of proposed unduplicated low- and moderate-income households or persons to be served with CDBG funding.

Households: _____ Persons: _____

Has your Organization spent $750,000 or more of Federal funds in a calendar year? ☐ Y ☐ N
(Note: Expenditure of Federal funds can be a cumulative from various Federal sources.)

If yes, complete the following (attach separate sheet if needed):

Funding Source	Years	Amount	*Name of Activity	Completion Status
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Did your Organization have a "Single Audit" (per Subpart F of the OMB Uniform Guidance) performed in that year?
☐ Y ☐ N

In addition, please attach a detailed program narrative (limit 5 pages) that describes:

- The proposed service to be performed; please specify the need for funds.
- The planned outreach efforts for the proposed service.
- How the service provides benefit to low- and moderate-income persons including how the proposed service responds to the critical needs of the community?
- Does your Organization or proposed service fill a unique niche among clients not currently served or who are under-served? (Document the need for the program.)
- Identify other potential or actual sources of funds and collaborations.
- Summarize the Organization's background and programmatic capacity, including a description of key staff. Attach a list of the Board of Directors with their affiliations.
- If the activity has been funded before, what have been the primary accomplishments?

Authorized signature only:

Submitted by: _____ _____
Signature Print Name

Date Submitted: _____

NOTE: Mobile County staff may contact you for additional information. Submitting a request does not guarantee funding.

Please submit a PDF of your proposal. **See Application Deadline section on page 4 for detailed instructions.**

DO NOT WRITE BELOW THIS LINE

FOR USE BY MOBILE COUNTY STAFF ONLY

Census Tract/Block Group	% Low/Mod	Eligible Activity?		Estimated Cost
_____	_____	☐ Yes	☐ No	$_____

Survey required: ☐ Yes ☐ No

Reason if Ineligible: _____

FORM W-9

Please submit a completed Form W-9 using the following link: https://www.irs.gov/pub/irs-pdf/fw9.pdf

DESIGNATION OF RESPONSIBLE OFFICIALS FOR CDBG

Applicant_____ Activity Name _____

All general CDBG correspondence will be mailed to the Mayor/Board Chairperson at the applicant's official address. Please provide an email address for the Mayor/Board Chairperson if one is available or any special mailing instructions. Also, if correspondence is to be copied to a project management person, please complete the appropriate information below.

MAYOR/BOARD CHAIRPERSON

Name _____

Address _____

City/State/Zip _____

Telephone Number _____ Email Address_____

CDBG PROJECT MANAGEMENT PERSON

Name _____

Address _____

City/State/Zip _____

Telephone Number _____ Email Address_____

DESIGNATION OF EQUAL OPPORTUNITY OFFICER

Name _____

Address _____

City/State/Zip _____

Telephone Number _____ Email Address_____

Signed _____

Mayor/Board Chairperson

FFATA REPORT

Federal Funding Accountability and Transparency Act of 2006 (FFATA)

The FFATA requires that all Federal program recipients (or awardees) report award information on any first-tier subawardees (or subrecipients) totaling $25,000 or more, and, in some cases, to report information on the names and total compensation of the five most highly compensated executives of the subrecipients. Further information regarding this subaward reporting can be found at www.fsrs.gov. This Act also requires all potential subrecipients to acquire and provide a Unique Entity Identifier (UEI) by applying online at www.SAM.gov.

Please fill out the items below for proposed activities using CDBG funds:

Subrecipient Name:_____

Subrecipient Address:_____

Federal EIN: _____ UEI Number: _____

Please mark your answers below:

Does your Organization receive more than 80% of its funding (revenue) from the Federal Government?

☐ **If NO – Stop.** You do not need to report.

☐ If YES – Go to the next question:

Does your Organization receive more than $25M annually from the Federal Government?

☐ **If NO – Stop.** You do not need to report.

☐ If YES – Go to the next question:

Is the executive compensation information already available through reporting to the SEC?

☐ **If Yes – Stop.** You do not need to report.

☐ If NO – Please provide the names and compensation of the five most highly compensated officers:

1._____ $ _____

2._____ $ _____

3. _____ $ _____

4. _____ $ _____

5. _____ $ _____

Total Compensation of Officers: $ _____

CERTIFICATION REGARDING SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with disabilities in the operation of programs receiving Federal financial assistance. HUD regulations implementing Section 504 contain accessibility requirements for new construction and rehabilitation of housing as well as requirements for ensuring that the programs themselves are operated in a manner that is accessible to and usable by persons with disabilities. Both individual units and the common areas of buildings must be accessible under Section 504.

Section 504 states that "no qualified individuals with a disability in the United States shall be excluded from, denied the benefits of, or be subject to discrimination under" any program or activity that receives Federal financial assistance. Requirements common to these regulations include program accessibility, effective communication with people who have hearing or vision disabilities, and accessible new construction and alterations (See 24 CFR Part 8). Further information concerning compliance with any of these requirements may be obtained through the HUD web page: https://www.hud.gov/programdescription/sec504.

Signature and Certification:

The undersigned certifies that he or she has read and understands all of the Organization's obligations under the Section 504 requirements. The undersigned acknowledges that this certification will be relied upon by the Mobile County Commission in its review and approval of proposed funding and any misrepresentations of information or failure to comply with any conditions stated in this certification could result in disqualification of the application, disallowance of reimbursement requests, or termination of CDBG Subrecipient Agreement. The undersigned also agrees to cooperate in any compliance review and to provide reasonable access to the premises of all places of business and employment and to records, files, information, and employees therein to Mobile County Commission for reviewing compliance with Section 504 requirements.

☐ Good faith self-certification

☐ Not in compliance with Section 504/ADA requirements, but seeking CDBG funds to address Section 504 issues

☐ Not in compliance with Section 504/ADA requirements, but in compliance with Applicant-approved ADA Self-Evaluation &Transition Plan (attach separate explanation)

_____ _____

Signature of Authorized Signing Official/Representative Date

_____ _____

Printed Name of Signer Name of Organization

CERTIFICATION REGARDING COMPLIANCE WITH MINORITY BUSINESS ENTERPRISE (MBE), WOMEN'S BUSINESS ENTERPRISE (WBE), AND SMALL BUSINESS CONTRACTING REQUIREMENTS

The Organization listed below certifies that it will comply with 2 CFR Part 200.321, as follows:

The non-Federal Entity/Organization will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps shall include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

The Organization further certifies that it will submit a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds in a format and with specified deadline(s) to be provided by the County.

_____ _____

Signature of Authorized Signing Official/Representative Date

_____ _____

Printed Name of Signer Name of Organization

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, INELIGIBILITY, AND OTHER RESPONSIBILITY MATTERS

1. By signing and submitting this certification, the undersigned certifies to the best of his or her knowledge and belief, that the Organization and its principals:

   a) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;
   b) Have not within a three-year period preceding this award, been convicted of or had a civil judgment rendered against them for: commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, local) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property;
   c) Are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in Section (1.b) of this certification;
   d) Have not within a three-year period preceding this award, had one or more contracts (Federal, State, or local) terminated for cause or default;
   e) Will not knowingly enter into any subcontract with a person who is, or organization that is, debarred, suspended, proposed for debarment, or declared ineligible for award of contracts by any Federal agency; and
   f) Will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

2. "Principals", for the purposes of this certification, means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity.

3. Where the undersigned is unable to certify to the statements listed in Section (1) in this certification, an explanation shall be attached. The Contractor shall provide immediate written notice if, at any time prior to or during the negotiated contract period, the Contractor learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by Section (1) of this provision. The knowledge and information of Contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification submitted to the Mobile County Commission is a material representation of fact upon which reliance was placed when entering into a contract agreement. If it is later determined that the Contractor knowingly rendered an erroneous certification, in addition to other remedies available, the Mobile County Commission may terminate the contract for default.

_____ _____

Signature of Authorized Signing Official/Representative Date

_____ _____

Printed Name of Signer Name of Organization

CERTIFICATION REGARDING LOBBYING

By signing and submitting this certification, the undersigned certifies to the best of his or her knowledge and belief that the Organization and its principals shall be in compliance with the following:

1) Organization shall not use, and shall require its subcontractors not to use, any of the funds, personnel, or materials received in connection with any agreement (contracts, grants, cooperative agreements) awarded by the Mobile County Commission to influence or attempt to influence any governmental decision or election in any manner whatsoever. This prohibition shall apply to any decision of any kind to be made by any electorate, legislative body, agency, bureau, board, commission, district, or any other instrument of Federal, State, or local government. The term "influence or attempt to influence" shall mean the making, with the intent to influence, any communication to or appearance before any officer, employee, or appointee of any governmental entity, as well as any communication made to any electorate, regarding any ballot measure or candidate election.

2) Organization acknowledges that Federal funds received from the Mobile County Commission for individual program(s) have been provided pursuant to a Federal grant, and shall comply with the laws set forth at 31 USC section 1352 and 2 CFR Part 200 Subtitle B, Chapter IV, Part 418.

3) Organization shall disclose any funds from any other source which have been paid by Contractor or its principals and agents within the last year to influence or attempt to influence decisions of the Federal government by completing, signing, and submitting Standard Form LLL, "Disclosure of Lobbying Activities". Contractor understands that the duty to disclose lobbying activities is a continuing requirement, and therefore shall make such disclosures at the end of each calendar quarter in which there occurs any event requiring disclosure.

4) Organization shall require the language of this certification be included in the award documents for all subawards at all tiers (including subagreements, subcontracts, subgrants, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly

This certification submitted to the Mobile County Commission is a material representation of fact upon which reliance was placed when entering into a contract agreement. If it is later determined that the Organization rendered an erroneous certification, in addition to other remedies available, the Mobile County Commission may terminate the contract for default.

_____ _____

Signature of Authorized Signing Official/Representative Date

_____ _____

Printed Name of Signer Name of Organization

CERTIFICATION FOR A DRUG-FREE WORKPLACE

A. Every person or organization awarded a contract or grant by the Mobile County Commission for the provision of services shall certify to the County that it will provide a drug-free workplace. By signing and submitting this certification, the undersigned certifies that the Organization and its subcontractors shall provide a drug-free workplace by doing all of the following:

1) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or Organization's workplace and specifying the actions that will be taken against employees for violations of the prohibition.

2) Establishing a drug-free awareness program to inform employees about all of the following:
   a) The dangers of drug abuse in the workplace.
   b) The person's or Organization's policy of maintaining a drug-free workplace.
   c) Any available drug counseling, rehabilitation, and employee assistance programs.
   d) The penalties that may be imposed upon employees for drug abuse violations.

3) Posting the statement required by Section (A.1) of this certification in a prominent place at the Organization's main office. For activities large enough to necessitate a construction trailer at the job site, the required signage would also be posted at the job site.

B. Organizations shall include language in each subcontract agreement which indicates the subcontractor's agreement to abide by the provisions of Sections (A.1) through (A.3) of this certification. Organizations and subcontractors shall be individually responsible for their own drug-free workplace programs.

This certification submitted to the Mobile County Commission is a material representation of fact upon which reliance was placed when entering into a contract agreement. If it is later determined that the Organization knowingly rendered an erroneous certification, in addition to other remedies available, the Mobile County Commission may terminate the contract for default.

_____ _____

Signature of Authorized Signing Official/Representative Date

_____ _____

Printed Name of Signer Name of Organization

MOBILE COUNTY CONFLICT-OF-INTEREST DISCLOSURE FORM

Answer all questions or respond "Not Applicable" or "NA" if a question does not apply. Attach additional pages as needed to fully disclose requested information.

1. Name of Agency/Organization: _____

2. Physical Street Address of Agency/Organization: _____

   _____

3. Phone Number of Agency/Organization: _____

4. Key Contact Person for Agency/Organization: _____

   Phone Number and Email Information: _____ _____

5. Identify all officers and directors as well as other key persons who are involved with decision making of the Agency/Organization (attach list): _____

   _____

6. Are any of these persons Mobile County employees? ☐ Yes ☐ No

7. Are any of these persons related by blood or by marriage to Mobile County officials or employees?

   ☐ Yes ☐ No

   If yes, list all pertinent relationships _____

8. Has the Agency/Organization retained, hired, or paid any person or organization to assist in its efforts to obtain funding from Mobile County? ☐ Yes ☐ No (If yes, identify below)

   Name of Key Person: _____

   Firm name: _____

   Address: _____

   Phone Number and Email Information: _____ _____

9. If applicable, identify any business or organization in which the following apply (attach separate list if necessary):

a) The Agency/Organization or any of its officers, directors, or key personnel owns 5% or more of the following business or organization:

_____

b) The Agency/Organization or any of its officers, directors, or key personnel serves as an officer or director of the following business or organization:

_____

c) The Agency/Organization or any of its officers, directors, or key personnel is a partner in the following business or organization:

_____

By signing this form, I certify to the best of my knowledge and belief that the report is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Signature: _____ Print Name: _____

Print Title/Position: _____ Date: _____

BUDGET AND BUDGET NARRATIVE