



**CITY OF FORT LAUDERDALE
COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM
REQUEST FOR FY 17-18 CDBG CAPITAL FUNDING**

CDBG CAPITAL IMPROVEMENT APPLICATION INFORMATION

Each agency submitting an application must adhere to the following, in order for their application to be accepted. **Failure to meet the submittal requirements will be considered a “fatal flaw” and your proposal will not be considered for funding.**

1. Each agency *must* submit **one (1) original signed in blue ink, nine (9) electronic** (flash drives) **and three (3) copies** of the application package. Each hard copy *must* be placed in a *binder* and each question / section of the application must be **labeled and separated by a divider**. All proposals should be presented on double sided paper.
2. Attach the completed Attachment and Supplemental Questions with the original application packet that is signed in **blue ink**.
3. The electronic application must be flash drive. 3 PDF Files: 1) Agency’s CDBG Application, 2) All Attachments A scanned in sequential order and 3) Attachments B scanned in sequential order. The original application package *must* be signed in blue in by the appropriate agency official.
4. Each application package must include a copy of the agencies Corporate status from Sunbiz.org (*the corporate status must show “Active”*). Attach as cover sheet with original application packet that is signed in blue ink.
5. The EIN and DUN’s #’s must match the organization submitting the request for funding.
6. An agency official who can make decisions on behalf of the agency must attend the Community Services Board (CSB) presentation and recommendation meeting to discuss their project and answer any questions that may arise.
7. An agency official who can make decisions on behalf of the agency must attend the City Commission meeting(s) to discuss their project and answer any questions that may arise.

DATES TO REMEMBER (*dates are subject to change*)

- **CDBG Application Deadline** (Friday March 31, 2017 by 3:00pm) – Application packages must be submitted to Housing & Community Development at 914 Sistrunk Blvd Suite 103 1st Floor, Fort Lauderdale.
- **Oral Presentation** (April 2017 (date and time to be determined by CSB)) – All presentations will take place at City Hall in accordance to the time slot given to each agency. City Hall is located at 100 N. Andrews Ave, Fort Lauderdale. Additional dates and times could be added, please discuss with the Housing & Community Development Division for more details.
- **CSB Recommendation Meeting** – *Time and location to be determined and announced.*
- **City Commission Review and Recommendations** (May 2017) – The City Commission will review all recommendations at City Hall during the City Commission Conference Meeting.
- **Annual Action Plan Approval** (June or July 2017) – The City Commission will approve the Annual Action Plan at City Hall during the City Commission Regular Meeting. The final date of the Annual Action Plan approval will be announced and advertised, once determined.

FY 2017-2018 CAPITAL IMPROVEMENT FUNDING APPLICATION

Date Submitted by Applicant:	March 24, 2017
<i>Date Received by City:</i>	

APPLICANT INFORMATION

Organization/Agency Name: Light of Life Worship dba The Light Center	
Funding Requested: \$250,000.00	Number of Clients To Be Served: Over 400
Address Where Public Service Activity To Be Administered: 1100 NW 4 Street	
Primary Contact Person: Dr. Clark A Lazare	Title: Bishop/Senior Pastor/CEO
Agency Address: 1100 NW 4 Street	City: Fort Lauderdale Zip Code: 33311
Phone #: (954) 994-9441 Fax #: () -	E-mail: info@tlcfl.org
Printed Name of Authorized Official Signing: Bishop C.A. Lazare, D.Div.	
Title of Authorized Official Signing: Senior Pastor/CEO	
Employer Identification Number (EIN): 65-1138018	Dun & Bradstreet Number (DUNS)¹: -
CENTRAL CONTRACTOR REGISTRATION (CCR)² <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

¹ All recipients who are awarded federal funding must have a DUNS Number. To request a DUNS Number, access: <http://mycredit.dnb.com/establish-your-business/>

² All recipients who are awarded federal funding must be registered on the CCR website prior to receiving a grant. Once a DUNS Number has been obtained you must register at <https://www.sam.gov/portal/public/SAM/#1>

PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.

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Attachment A8: Signed W9 form	
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Attachment B1: A list of the agency's Board of Directors	
Attachment B2: Audited Financial Statements for the past 2 years (if applicable for your agency. If not applicable, an explanation is required.	
Attachment B3: A copy of the most recent agency audit / monitoring report (if applicable). If not applicable, an explanation is required	
Attachment B4: Organizational Chart	
Attachment B5: Resumes of key staff involved in the administration of the CDBG grant award	
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Attachment B7: Evidence of current funding commitment/funding match from other funding sources	
Attachment B8: Evidence of sufficient funding to carry out project, if awarded by the City (e.g. current bank / investment statement)	
Attachment B9: If applicable, attach homeless statistical data	
Attachment B10: If applicable, Instructor Certificates, Approved Curriculum.	
Attachment B11: Other Attachments	

Section #1: EXECUTIVE SUMMARY (limit 2000 characters)

Include a project overview of the services to be provided and the planned recipients (target population(s)) of the service (*i.e. youth, homeless, disabled, etc.*).

This letter serves as a request to assist Light of Life Worship Center, d.b.a. The Light Center (TLC) with dire renovation needs within the facility located at 1100 NW 4 Street, Fort Lauderdale, Florida. TLC became an active part of Broward County's Ecclesial community since 2002, including the purchase of this facility in October 2015. In the 1+ year that we have been in the 33311 areas, we have a plan to contribute in the transformation of our City, from the children's education supplemental support, to improving employment, assist the elderly population and serve those displaced with support and food supplies.

Section #2: STATEMENT OF NEED (limit 6000 characters)

Describe the Fort Lauderdale community's need for the populations that will be served. Include information on the history and severity of the need in this city and, if applicable previous successful or unsuccessful attempts to meet these needs. Provide specifics regarding the demographics of the population to be served including the number of people experiencing this need and their location.

NOTE: If you are targeting the homeless population, please attach data that deals with homeless statistics in Fort Lauderdale, crime rate for applicants providing those types of services, drop-out rate, pregnancy rate should be placed as attachment B9.

We are targeting the following population:

- 1) Homeless
- 2) Elderly
- 3) Middle and High School
- 4) Elementary School Children
- 5) Jobless and underemployed individuals

Section #3: PROGRAM DESCRIPTION (limit of 6000 characters)

Describe how the proposed project will address the need as stated on previous page and identify how input and support has been obtained from the impacted community.

- 1) Feeding America will be able to furnish our area identified for a food pantry with groceries so that we can help those that are hungry in the area
- 2) Job Center to extend employment opportunities to jobless and those under-employed in the area. Training and resume writing classes and job counseling to be offered to prepare candidates for successful attempts of seeking employment. We are collaborating with Atlantic Vo-tech Center at Arthur Ashe to establish this activity.
- 3) Resource center to help connect senior citizens with services in the community. We are launching this effort internally through The Light Center.
- 4) Mentoring sessions for middle and high schoolers to redirect them from delinquency. We have a grant with CSC Broward to implement this initiative.
- 5) Summer and Afterschool program that include STEM curriculum to increase the proficiency of Math and Science in the population of the 33311. A grant with CSC is submitted to accomplish this feat, and we are seeking other resources to subsize what CSC may not cover.

PROGRAM DESCRIPTION CHART (complete if improvements tied to buildings use)

[illegible]

EVALUATION (complete if building improvements is tied to use)

For each goal listed in the Program Description Chart and using the chart below detail how you will evaluate the effectiveness of the program including how you will measure the achievement of the planned outcomes, and how and when you will report the program outcomes to the grantor.

[illegible]

Section #4: PROJECT BENEFIT (limit of 6000 characters)

Using data and research explain how the project is expected to result in long term as well as short-term benefit to the population(s) to be served. Include both an overview of the scope of services to be provided as well as specific information as to the goals, objectives, activities, timelines and measurable outcomes for the project, using the chart below.

The expected outcomes for the programs are cited below, but each have variables that are tied to grant application, ability to hire and having the facility completed to house these programs.

Section #5: AGENCY INFORMATION AND MANAGEMENT

CAPACITY(limit of 7500 characters)

Describe the history and current status of the applicant agency, specifically providing information which demonstrates the agency's ability to successfully implement the program, including, if applicable, data from previous year's funded grant. Include information as to whether the proposer operates in other cities, counties and/or states. Using the chart on the next page, *(add additional rows as needed)* identify the key agency personnel; identify their responsibilities in the project and key prior experience implementing similar projects. (Note: *If funding will be used to hire staff, indicate such in the staff column and complete all but the last column*) Note – Resumes of Program Administrator(s) and Chief Financial Officer are required in Attachment B5.

The Light Center has been in existence since 2001, and we purchased this facility (1100 NW 4 Street, 33311) in October of 2015. The key personnel for now are listed below, with a host of volunteers that we have

AGENCY INFORMATION AND MANAGEMENT CAPACITY CHART

[illegible]

Section #6: FINANCIAL INFORMATION
PLEASE ANSWER QUESTIONS A through I

- A. Describe the current financial stability of the agency and the systems, which are currently in place or will be put in place to monitor the use of, grant funds (limit 2000 characters)**

The fiscal stability of The Light Center is solid, as we have been in operation since 2001, with annual revenue over \$250,000 for a non-profit organization. To strengthen our financial position, we also have engaged Alexander Rebb, Inc. as our fiscal sponsor to help manage and drive our grant revenue to levels that support these many operations. For the grants that we are in line to receive in 2017, Alexander Rebb is the sponsor that represents The Light Center.

- B. What is your agency's annual revenue for the current fiscal year? (limit 15 characters)**

\$275,000

- C. How much of that funding is being dedicated to this Capital project? (limit 15 characters)**

10%

- D. What other goods and services (in kind) will be leveraged for this Capital project? (limit 2000 characters)**

- E. Is this is a continuation grant?**

- F. Describe how this Capital project will be maintained in subsequent years without the assistance of CDBG Capital funds (limit 3500 characters)**

The amount set aside in Question C will be earmarked to support the maintenance of the facility for the years after the capital improvement. The building itself was purchased in 2014 with all the deficiencies that currently exists in it, and The Light Center has invested said amount to restore parts of the building.

- G. Describe briefly how grant funds will be allocated to support the goals identified in the grant application. If grant funding will be used to support the organization's infrastructure, explain how existing organizational funds will be reallocated for the project. (Limit 3500 characters)**

1. Flooring of classrooms and multi-purpose room - \$30,000
2. Sign – LED Lighting to repair empty/broken lighting structure. Estimated \$20,000
3. Interior Doors – They are difficult to operate and close properly. \$15,000
4. A/C – All the units are outdated and not efficient. Re-plan and update A/C system \$50,000
5. Interior Lighting – Many lighting sources are antiquated and not efficient. \$25,000
6. Painting – Interior painting to bring classes and rooms up to acceptable presentation and removal of water stains - \$30,000
7. Commercial Kitchen Equipment – To support the food distribution program. \$10,000
8. Computers and technology for Job Center and Summer programs - \$10,000

9. Furniture for Job Center and Summer Program - \$5,000
10. Bathroom and plumbing repairs for programs, including adding hot water - \$50,000
11. Security System for securing contents of property - \$15,000

Total of request \$250,000

H. HUD requires all property, furniture, computers, and equipment purchases to be Please describe your (Limit 3500 characters).

I. CDBG is a reimbursement program. Historically, agencies who are awarded CDBG funding may not receive the October, November, and Decembers reimbursement checks until January. What capacity does your agency have in place to cover the cost associated with the implementation of the program? (Limit 3500 characters)

Once The Light Center knows that it has been awarded this funding, we will coordinate the improvement projects with the disbursements so that both The Light Center and the associated contractors are satisfied with said arrangements. We have also requested to use CDBG-approved contractors for all the work that we have mentioned above.

Section #6: BUDGET SHEETS

CAPITAL IMPROVEMENT BUDGET SUMMARY SHEET

ORGANIZATION:	Light of Life Worship Center dba The Light Center
NAME OF PROJECT:	CAPITAL
NUMBER OF CLIENTS TO BE SERVED:	
FUNDING YEAR	2017-2018
Date Submitted	March 24, 2017

Category Number	Category Breakdown	CDBG Funds	Other Grants	Other Funding Sources	Total Funds
1	Flooring of classrooms & multipurpose room	30000			30000
2	LED Lighted sign to be repaired	20000			20000
3	Interior doors	15000			15000
4	A/C units that are antiquated and cannot be repaired if broken	50000			50000
5	Painting of classrooms and job center	30000			30000
6	Commercial Kitchen Equipment	10000			10000
7	Computers and Furniture for Job Center	15000			15000
8	Interior Lighting	25000			25000
9	Bathroom & Plumbing repairs	50000			50000
10	Security System	15000			15000
	Total CDBG Funds				
	Other Grant Funds				
	Grand Total				\$250,000

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Section #6: CAPITAL IMPROVEMENT BUDGET ITEMIZATION SHEET

ORGANIZATION:	The Light Center
NAME OF PROJECT:	

Category Number	<u>Category Breakdown</u> PLEASE PROVIDE A DETAILED DESCRIPTION FOR EACH BUDGET CATEGORY YOU ARE REQUESTING CDBG FUNDS FOR ELIGIBILITY REVIEW BY STAFF	<u>Category Amount</u>	
		CDBG Funds	Other Funds
	Flooring for classrooms and multi-purpose room	\$30,000	
	Sign - LED for announcements of scheduled events for programs	\$20,000	
	Interior doors that are difficult to operate or unable to close	\$15,000	
	A/C system is well outdated and inefficient. No ability to repair if broken; consolidate all the wall units into one centralized system	\$50,000	
	Interior lighting to replace antiquated and inefficient lighting	\$25,000	
	Painting of interior to remove water stains and prepare for forthcoming students and clients	\$30,000	
	Commercial Kitchen Equipment to support Food Distribution program, as well as storage for pre-packaged food for children during summer and afterschool	\$10,000	
	Computers and Furniture for Job Center	\$10,000	
	Bathroom and plumbing repairs for programs including a hot water system	\$50,000	
	Security System for securing property after improvements and equipment	\$15,000	

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Section #6: BUDGET ITEMIZATION SHEET ADDITIONAL PAGE (IF NEEDED)

ORGANIZATION:	The Light Center
NAME OF PROJECT:	

Category Number	<u>Category Breakdown</u> <u>PLEASE PROVIDE A DETAILED DESCRIPTION OF EACH BUDGET CATEGORY YOU ARE REQUESTING CDBG FUNDS FOR ELIGIBILITY REVIEW BY STAFF</u>	<u>Category Amount</u>	
		CDBG Funds	Other Funds

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Section #7: APPLICANT CERTIFICATION

If this application is approved for funding, the organization agrees to comply with all required federal 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.

By applying for this CDBG grant, applicant affirms they currently, or by the time of award, possess knowledge and understanding of the following:

1. Proficient administration of the program in full compliance with all Federal, State and local regulations and guidelines.
2. CDBG National Objectives and Eligible Activities.
3. Playing by the Rules: A Handbook for CDBG Sub recipients – We encourage you to download a copy from the HUD website at:
<http://www.hud.gov/offices/cpd/communitydevelopment/library/subrecipient/playing/total.pdf>

As a duly authorized representative of this organization, I submit this application to the City of Fort Lauderdale's Housing and Community Development Division and verify that the information herein is true, accurate and complete.

PENALTY FOR FALSE OR FRADULENT STATEMENT: U.S. Code Title 18. Section 1001, provides that a fine up to \$10,000 or imprisonment for a period not to exceed 5 years, or both, shall be the penalty for willful misrepresentation and the making of false statement, knowing same to be false.

Name of Organization: THE LIGHT CENTER

Signature: 

Title: CEO / SR PASTOR

Date: 4/19/17