

Community Development Assistance Program (CDAP) Community Income Surveys

Communities interested in seeking construction funds through CDAP should begin preparing as soon as possible. Proving that your project is ready to bid, and demonstrating financial need together equal 80% of the total application scoring. The **2012** CDAP Infrastructure Construction grant application deadline will be in **February 2012**. To apply for funds in the next round, your survey must be conducted this summer. **Surveys done prior to 2007 will not be accepted.**

CDAP NOTES:

- 1. Community Income Surveys** – All projects funded through the CDAP Construction Component must benefit at least 51% low-to-moderate income persons as determined by HUD Section 8 Income Guidelines. In most cases in our region this is documented by conducting a community income survey. Surveys must be done ahead of time. **Plan to have the entire survey collected and sent to NCICG by November 12, 2011.**
- 2. Project Readiness (40% of overall score)** - Communities must demonstrate Project Readiness by including in the application:
 - An IEPA Construction Permit;
 - Evidence that 75% of all necessary easements have been obtained;
 - Copies of all necessary executed cooperative agreements;
 - An executed option to purchase land;
 - Firm leverage commitment (documentation varies by funding source);
 - **Preliminary Engineering Report** – *MUST describe the scope of the problem, options considered for addressing the problem and justification for the option selected, and*
 - **Final Engineering Design** – *Complete plans and specifications completed and submitted to IEPA in plenty of time to allow the construction permit to be issued and in place by projected February 2012 deadline.*
- 3. Financial Review (40% of overall score)** - The utility rates must be high enough to operate and maintain the system, and the municipal tax rate is at or above current average tax level provided by IL Department of Revenue. Utility funds and general revenue funds will also be looked at very closely.
- 4. Community Poverty (20% of overall score)** - Community Poverty percentage obtained by the funding agency directly. It is derived from U.S. Census information.
- 5. Public Health and Safety.** Projects must eliminate a serious threat to the public health and safety. This is documented by independent evidence (e.g. well water tests, surface water tests, pressure tests, televising, photos, IEPA violation letters, water and sewer main break log, boil orders & map, etc.).
- 6. Local Match** – Communities interested in applying in **2012** need to determine where the 25% local match will come from. Obtaining a FIRM commitment of funds from any source (E.g. USDA Rural Development or IEPA) takes a significant amount of time. If using local funds, your audit or interim financial statement must show that you currently have cash available to pay the entire amount.

Please contact NCICG if you have any questions about the CDAP program. (Phone: (815) 433-5830 or Fax: 815-433-5832 or e-mail at norafb@ncicg.org .