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REQUEST FOR PROPOSAL (RFP)
Community Development Block Grant Program (CDBG)
COMMUNITY IMPROVEMENT PROJECT
RFP Questions and Responses

Question 1: What shall the Community Development Corporations (CDC) do about projects that require qualified labor?

Response: The EBRRA is working diligently to secure qualified labor through volunteer efforts from contractor's participating in our Owner Occupied Rehabilitation Program.

Question 2: What is meant by the \$5,000 and \$22,000 "up to" amounts? Is the potential grant award \$27,000?

Response: The total amount a CDC is eligible to receive is up to \$27,000 which is \$22,000 in support for materials and supplies and \$5,000 in support for delivery of the project.

The \$22,000 is not money the CDC will receive in hand. Quotes and/or purchase orders for the materials and supplies will be submitted to EBRRA and then payments will be disbursed based on the quoted amount. The \$5,000 will be disbursed based on invoices and supporting documentation submitted to EBRRA documenting the work performed and/or efforts made to deliver the Community Improvement Project. Key personnel should be identified in the proposal submitted on behalf of the CDC.

Question 3: Plank Road does not appear to be included in a Community Improvement Plan neighborhood. Can proposals for the Northdale/Choctaw Community Improvement Plan include activity on Plank Road?

Response: The EBRRA encourages activities within the boundaries identified in the mapped Community Improvement Plan areas; however, if there is a compelling project presented nearby those boundaries, it will be taken into consideration.

Question 4: Each Community Improvement Plan neighborhood may not have an official CDC and all CDCs may not be active. Can other entities not designated as CDCs apply?

Response: The lead applicant for proposals submitted in response to this RFP should be designated as a CDC. Inactive CDCs and/or other entities interested in executing a community improvement project in one of the designated areas should seek collaboration with a CDC and submit a joint

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proposal.

Question 5: Are improvements to a commercial facility/property considered eligible?

Response: No, only improvements made to a public facility are considered eligible. A public facility is an area/facility that is considered publicly owned, traditionally provided by the government, or owned by a nonprofit that provides neighborhood services. The area/facility must exhibit objectively determinable signs of physical deterioration where it is determined that immediate action is necessary to stop and/or slow down the deterioration and that permanent improvements will be carried out as practicable to repair.

Question 6: Should letters of intent be submitted with the proposal?

Response: Yes, letters of intent documenting match should be submitted with the proposal.

Question 7: The proposal identifies “general equipment purchase” as an ineligible activity. How will EBARRA accommodate equipment shortage or assist with equipment needed to execute the projects?

Response: The City of Baton Rouge, Parish of East Baton Rouge (City-Parish) has previously purchased a number of equipment items for volunteer projects. Those items are housed in a community partner warehouse and will be made available for execution of the community improvement projects. In the event of an equipment shortage or lack of availability of necessary equipment, equipment rental will be considered.

Question 8: Can a CDC focus on multiple types projects, i.e., housing rehabilitation and façade improvements, etc.?

Response: Yes, if a CDC can demonstrate capacity and project design sufficient to support the pursuit and execution of multiple projects.

Question 9: If the budget includes “ineligible items” will those be considered?

Response: No, ineligible budget line items and/or ineligible activities will not be considered by EBARRA.

Question 10: Under the eligible activities, the façade improvement activities include aesthetic amenities on public land such as landscaping; however, the purchase of items that are living is identified. Is the purchase of living items eligible or ineligible?

Response: The purchase of living items used for aesthetic amenities on public property is eligible.

Question 11: What is the definition of an IRS-recognized Community Development Corporation?

Response: A Community Development Corporation is a nonprofit organization legally established

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under section 501(c)(3) of the IRS code whose Charter and Articles of Incorporation demonstrate the entity was established in a low-income area to help develop and expand educational programs, create jobs and rehabilitate neighborhoods.

Question 12: Is this designation any different than a 501(c)(3) classification?

Response: Please see response to previous question.

Question 13: Will environmental clearances be expedited for minor rehabilitation projects.

Response: EBRRA will adhere to all federal environmental clearance processes as mandated by 24 CFR § 58. ERR timelines will vary based on the project and level of review required. Specific timeframes will be provided based on the project. In general, there is no “expedited” environmental clearance process.

Question 14: How long can we expect environmental clearances to take?

Response: In addition to the information provided in the response for Question 13, the environmental clearance process generally ranges can range from 60 – 240 days depending on the type of project. We do not anticipate the clearance process to be this long for projects selected for this funding as these are all minor improvement projects.

Question 15: Can an organization re-grant any portion of the \$5,000 in program delivery funds to another 501(c)(3) organization?

Response: No portion of awarded grant funds may be regranted or subawarded to any other entity.

Question 16: Is there a minimum for the amount of the in-kind match? If so, what is the minimum match amount?

Response: There is no minimum in-kind match amount; however, the entity must present in-kind match in an amount and/or quantity to make the project viable.

Question 17: If the in-kind match comes from the organization applying for the award, is a separate letter of intent/support required?

Response: The organization should identify this match in their description of the project and execution plan. This will demonstrate how the entity will carry out the proposed activity, i.e. “using 15 volunteers from our agency, we will perform the following tasks.”

Question 18: Benefit to Low- and Moderate- Income Persons – Area Basis (pg. 6) – can you confirm that use of the Census data will be sufficient to determine that a project benefits low- and moderate- income persons?

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Response: The Census data is sufficient to determine that a project benefits low- and moderate-income persons.

Question 19: To facilitate possible collaborations, can you provide a list of the attendees to the April 4th workshop?

Response: The following entities attended and/or expressed interest in submitting a proposal:

- 1) Glen Oaks/Zion City CDC
- 2) Melrose East CDC
- 3) Red Stick Project
- 4) The Walls Project
- 5) Scotlandville CDC

No further questions submitted or answered.

The remainder of the RFP remains in effect and all proposers are expected to respond to all requests therein.