



TOWN OF UNION

Department Of Planning

Sara Zubalsky-Peer, Director

Thank you for your interest in the Town of Union Community Development Block Grant (CDBG) program.

The town (including the Villages of Endicott and Johnson City) will receive \$1,250,860 in CDBG funds that will be available for Federal Fiscal Year 2021 (October 1, 2021 through September 30, 2021). The Town of Union anticipates that a portion of the new award will be made available, on a competitive basis, to non-profit organizations providing public services to low and moderate income Town of Union residents. There is no guarantee that funds will be available to any agency at previous levels. Grants to some agencies/organizations that currently receive funding may be eliminated entirely based upon priorities that established as part of the 2020-2024 Consolidated Plan. Many agencies are experiencing financial stress and/or increased demand for services due to shutdowns caused by the COVID-19 pandemic. If your agency is experiencing higher than normal need due to the above reasons, please state the reason on your application.

Non-profit groups that do not provide public services may request specific public facility improvement (i.e. public park improvements, capital improvements, handicapped accessibility projects, street reconstruction, etc.) or housing rehabilitation projects. For projects in the Villages of Johnson City and Endicott, these types of projects should be discussed and coordinated with the appropriate village officials prior to the submission of an application. **If your agency is applying for both public service and capital improvement funding, you must file a separate application for each project. Please note that there is no guarantee that there will be funds specifically allocated for capital projects. Capital funding requests that do not exceed \$10,000 may be more likely to be approved.**

One original and one copy of the printed application (including attachments) must be submitted to Sara Zubalsky-Peer, Planning Director at the following address and must be received on or before Friday, **May 14th, 2021** by 4:00 PM **no exceptions:**

***Town of Union Planning Department
Town Hall
3111 East Main Street
Endwell, New York 13760***

Please DO NOT submit applications via fax or e-mail. Applications received after the deadline will only be accepted by Town Board approval and may be subject to a penalty reduction in funding.

Please place your submission in a sealed envelope clearly labeled "COMMUNITY DEVELOPMENT CDBG APPLICATION".

All of the required instructions, brochures, and forms have been posted on the Town's web page www.townofunion.com. Navigate to the Departments page and then select Community Development. Then select the Forms and Applications link. The forms have been created using Adobe Acrobat. You will need to have Adobe Acrobat Reader in order to view and fill them out. Please be sure to review the entire application package, paying specific attention to the **Eligible Activities Guide** for the type of activity that you are requesting funding for. If you have questions about the application please call 786-2985 or send an e-mail to ckylor@townofunion.com.