### State of Maine **Community Development Block Grant Program**



Development

## 2025 Downtown Revitalization Program Economic & Community Letter of Intent to Apply

Due at DECD on or before January 24, 2025 at 4:00 p.m.

Letters of Intent must be submitted via email to: ocd.loi@maine.gov Please enter "DR LOI" in the subject line.

All communities wishing to apply for a 2025 Downtown Revitalization Grant must use this Letter of Intent to document compliance with requirements established by Title I of the Housing and Community Development Act of 1974, as amended and the State of Maine CDBG program. Applicants who submit a completed Letter of Intent and demonstrate meeting a CDBG National Objective will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding. Funds will not be available until after July 1, 2025.

#### A. APPLICANT ELIGIBILITY

1. Legal Applicant:						
Applicant:		Phone:				
Address:		Fax:				
City, ZIP+		E-Mail:				
four:						
Chief Official:						
DPM name and date of						
Consultation (required):						
Census Tracts #(s) Where Proposed Activities Will Occur:						
Year of Slum	Parameters of Slum &					
& Blight	Blight area (such as					
Declaration	High St. to Green St.					
	to Main St. etc.)					
National	Percent of blighted					
Objective	buildings in area					
(Low/Mod, or	_					
S/B)						
Applicant UEI (please vi	sit www.sam.gov) #:					

#### 2. Applying on Behalf of Sub-Grantee (if applicable): (e.g.: Water District, Sewer District, Non-**Profit)**

Sub-Grantee:	Phone:	
Address:	Fax:	
City, ZIP:	E-Mail:	
Agency Rep:	Title	

Name: Firm: Firm: Fax: Address: City, ZIP:  B. ELIGIBLE ACTIVITY CATEGORIES Place an "X" to the left of the DR categories for which this Intent to Apply is being made:  1. Public Facilities (accomplishment type: 01 People) 2. Public Infrastructure (accomplishment type: 10 People) 3. Housing Assistance (accomplishment type: 10 Housing Units) 4. Micro-Enterprise (accomplishment type: 01 People or 08 Businesses)  C. PROJECT INFORMATION Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.  1. Is any part of the project in a Floodplain? YES NO 2. Will the project involve a property on or eligible to be on the historic register? YES NO D. COST ESTIMATES & PROJECT FUNDING Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent of 25% of the grant award may come from any public or private source.  All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.  Total Estimated Project Cost: \$ CDBG Request: \$	3. Engineer/Architect consult	ed for project & p	roviding	cost estimates:		
Address:  City, ZIP:  B. ELIGIBLE ACTIVITY CATEGORIES Place an "X" to the left of the DR categories for which this Intent to Apply is being made:  1. Public Facilities (accomplishment type: 01 People) 2. Public Infrastructure (accomplishment type: 01 People) 3. Housing Assistance (accomplishment type: 10 Housing Units) 4. Micro-Enterprise (accomplishment type: 01 People or 08 Businesses)  C. PROJECT INFORMATION Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.  1. Is any part of the project in a Floodplain? YES NO 2. Will the project involve a property on or eligible to be on the historic register? YES N  D. COST ESTIMATES & PROJECT FUNDING Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent c 25% of the grant award may come from any public or private source.  All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.  Total Estimated Project Cost: \$ CDBG Request: \$						
B. ELIGIBLE ACTIVITY CATEGORIES Place an "X" to the left of the DR categories for which this Intent to Apply is being made:  1. Public Pacilitries (accomplishment type: 01 People)  2. Public Infrastructure (accomplishment type: 01 People)  3. Housing Assistance (accomplishment type: 01 People)  4. Micro-Enterprise (accomplishment type: 01 People or 08 Businesses)  C. PROJECT INFORMATION Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.  1. Is any part of the project in a Floodplain? YES NO  2. Will the project involve a property on or eligible to be on the historic register? YES NO  D. COST ESTIMATES & PROJECT FUNDING Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent c25% of the grant award may come from any public or private source.  All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.	Firm:			Fax:		
B. ELIGIBLE ACTIVITY CATEGORIES Place an "X" to the left of the DR categories for which this Intent to Apply is being made:  1. Public Facilities (accomplishment type: 01 People) 2. Public Infrastructure (accomplishment type: 01 People) 3. Housing Assistance (accomplishment type: 01 People) 4. Micro-Enterprise (accomplishment type: 01 People or 08 Businesses)  C. PROJECT INFORMATION Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.  1. Is any part of the project in a Floodplain? YES NO 2. Will the project involve a property on or eligible to be on the historic register? YES NO 2. Will the project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent c 25% of the grant award may come from any public or private source. All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.  Total Estimated Project Cost: \$ CDBG Request: \$	Address:			E-Mail:		
B. ELIGIBLE ACTIVITY CATEGORIES Place an "X" to the left of the DR categories for which this Intent to Apply is being made:  1. Public Facilities (accomplishment type: 01 People) 2. Public Infrastructure (accomplishment type: 01 People) 3. Housing Assistance (accomplishment type: 01 People) 4. Micro-Enterprise (accomplishment type: 01 People or 08 Businesses)  C. PROJECT INFORMATION Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.  1. Is any part of the project in a Floodplain? YES NO 2. Will the project involve a property on or eligible to be on the historic register? YES NO 2. Will the project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent c 25% of the grant award may come from any public or private source. All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.  Total Estimated Project Cost: \$ CDBG Request: \$	City, ZIP:			I	<u> </u>	
Place an "X" to the left of the DR categories for which this Intent to Apply is being made:  1. Public Facilities (accomplishment type: 01 People)  2. Public Infrastructure (accomplishment type: 10 Housing Units)  3. Housing Assistance (accomplishment type: 10 Housing Units)  4. Micro-Enterprise (accomplishment type: 01 People or 08 Businesses)  C. PROJECT INFORMATION  Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how the money will be used in meeting a National Objective.  1. Is any part of the project in a Floodplain? YES NO  2. Will the project involve a property on or eligible to be on the historic register? YES NO  D. COST ESTIMATES & PROJECT FUNDING  Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent c 25% of the grant award may come from any public or private source.  All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.  Total Estimated Project Cost: \$ CDBG Request: \$						
D. COST ESTIMATES & PROJECT FUNDING Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. A minimum cash match equivalent of 25% of the grant award may come from any public or private source.  All construction estimates should be prepared by the Engineer/Architect (from section A-3). Take into account the inflation rate in relation to the anticipated starting date of the project and applicable DAVIS/BACON wage rates as they apply to construction costs.  Total Estimated Project Cost: \$ CDBG Request: \$	1. Public Facilities (accessed 2. Public Infrastructure 3. Housing Assistance 4. Micro-Enterprise (accessed 2. PROJECT INFORMATION Provide a clear, concise description work should be very specific in	categories for which complishment type (accomplishment complishment type complishmen	nt type: 01 People: 01	ople) 1 People) Housing Units) Dole or 08 Business Using the space by	es)	
Funding Source Amount Date Secured	D. COST ESTIMATES & PROPROVIDE TO Provide the estimated project of and dates secured for all anticipations of the grant award may of All construction estimates should into account the inflation rate in DAVIS/BACON wage rates as	JECT FUNDING ost, amount of CD cated cash matchin come from any public ld be prepared by relation to the ant they apply to const	BG fundsing funds. It or privation Engineric struction co	to be requested a A minimum cash ate source. eer/Architect (from tarting date of the ests.	nd sources, an match equing section A-3).	mounts valent of . Take
. 9	Funding Source	Amount		Data Caa	urad	
				Date Sec	urea	

TOTAL	\$					
E. CDBG CERTIFIED ADMINI		ORS				
Name of Certified Administrator	r:					
Date Certified:						
Municipal Employee?	Υe	es No				
If not a municipal employee de	scribe t	the procuremer	nt proc	ess used f	or selection:	
F. COMPREHENSIVE PLAN & List the dates on which your local	. – –		_	sted undate	ad (if applicable) and d	eemed
consistent by the Maine Municipa					a (ii applicable) aliu u	cemea
Adopted Date:	1 Idilli	ng / toolotarioo i	rogram	•		]
Updated:						1
MPAP Approval						1
Date:						
Community does not have	e an a	dopted and cor	sisten	t compreh	ensive plan	1
Date Comprehensive Plan Exp					onorro piani	1
Date of Downtown Revitalization						-
G. NATIONAL OBJECTIVE Check <u>all</u> applicable boxes belo required documentation listed	n the a	ppropriate box.				tach al
		N-TO-MODER			ERSONS (IMI)	
		MI National Ol	•			
Attach Census Figures indicating 51% or more of the community is						
LMI along with a completed Beneficiary Profile OR recent survey						
materials meeting the requirements set forth in OCD Policy Letter						
Number 19 and Income Survey Methodology Handbook.)						
Target Area LMI National Objective						
Attach Census Figures indicating 51% or more of the target area is						3
	LMI along with a completed Beneficiary Profile OR recent survey					
materials meeting the requirements set forth in OCD Policy Letter						
Number 19 and Income Survey Methodology Handbook.)						
Limited Clientele LMI National Objective						
	Attach written documentation that the proposed CDBG activity will					
	ve only LMI persons or a HUD recognized Limited Clientele					
	group as set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570 and the State of Maine					
		•	+ CFR	Part 5/0 a	and the State of Main	e
CDBG						
	TION (	OF SLUMS AN	D BLI	GHTING C	CONDITIONS	

# Attach completed Slum & Blight Declaration meeting the requirements of Maine State Statute 30-A, Chapter 205, Section 5202 and regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570. Elimination or Prevention of Slums and Blight on a Spot Basis Attach completed Spot Blight Designation form and required attachments which meets regulations set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570. **Applicant Certifications** a. To the best of my knowledge and belief, the information in this Letter of Intent and all attached documentation is true and correct b. This Letter of Intent complies with all applicable State and federal laws and regulations; and c. With the exception of administrative or personnel costs, verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state or local government or of any designated public agencies, or sub-recipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect to CDBG activities, per 24 CFR part 570.611. d. Approval of this Letter of Intent by OCD to submit a final application does not imply final project approval or funding. Signature of Chief Executive Officer Name of Community Date: mm/dd/year BENEFICIARY PROFILE The demographic information is garnered from local survey forms and the Benefit Data Worksheet on Page 24 of the Survey Methodology Handbook or, for HUD listed 51% LMI communities or contiguous census tracts, from U.S. Census Data. You may access this data for your community online at https://www.maine.gov/dafs/economist/census-information or at https://www.census.gov/guickfacts/ME Date: 1. Community: \_\_\_\_\_ 2. Name of Target Area: \_\_\_\_\_\_ (If community-wide, state "same as above") 3. Description of Target Area: 4. Census Tracts #(s) contained in Survey Area (whole or partial): \_\_\_\_\_\_

Elimination or Prevention of Slums and Blight on an Area-Wide Basis

a. Total Po	opulation				
b. Total Pe	ersons at or belov	w 80% of county i	median income_		
c. Total Pe	ersons above 80°	% of county media	an income		_
		otal estimated perso census tracts use d			fit Data Worksheet on Page 24; for
Racial Group		census tracts use u	4: 1 1 222/		$\neg$
White			7 11 01 201011 0070	00701100	7
Black/African An	nerican				
Asian					
	Other Pacific Island	er			
American Indian	/Alaskan Native				_
Asian & White	/Al1 N-4 0 \A	V- 14 -			_
American Indian. Black/African An	/Alaskan Native & W	nite			_
		ack/African Americar	<b>1</b>		_
Other	/Alaskall Native & Di	ack/Amean Amencar	1		$\dashv$
Otriei				<u> </u>	
7 DEMOGE	RAPHICS (Indica	ite total estimated n	ersons for each de	mographic group	o from Benefit Data Worksheet on
Page 24: for toy	wn-wide survevs or	contiguous census	tracts use data fro	m U.S. Census v	veb site listed above.)
Demographic G		At or below 80%			,
Total Number of					
Total Number of	Severely Disabled				
Total Female He	ads of Households				
Authorized S	Signature:			Title:	
		eting the Be			
Line 1	State name of co	mmunity.			
Line 2	Give name of tar	get area; state "sar	ne as above if com	munity-wide.	
Line 3	Give a brief desc	ription of target are	a.		
Line 4	List <u>all</u> Census T	racts contained in t	he target area		
Line 5a		et contained on Pa			on line 15 of the Low to Moderate on City being the target area, use
Line 5b	income from the		a Worksheet on Pa		at or below 80% of county median d to the entire Town/City being the
Line 5c	income from the		a Worksheet on Pa		above 80% of county median d to the entire Town/City being the

5. POPULATION

- Line 6 In regard to a target area; use the electronically generated figures for all racial groups from the Low to Moderate Income Worksheet contained on Page 19. In regard to the entire Town/City being the target area, use the latest census information.
- Line 7 In regard to a target area; use the electronically generated figures for all demographic groups from the Low to Moderate Income Worksheet contained on Page 19. In regard to the entire Town/City being the target area, use the latest census information.
- Line 8 Sign, date and indicate the title of the Beneficiary Profile signatory.