

Program Overview

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Case Id: 30395

Name: test - 2026

Address: *No Address Assigned

Program Overview



CITY OF BEND

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PUBLIC SERVICE PROGRAM APPLICATION

City of Bend
710 NW Wall St.
Bend, Oregon 97703
(541) 323-8550
housing@bendoregon.gov

This section provides general information regarding the federal Community Development Block Grant (CDBG) program and the City of Bend Commercial and Industrial Construction Tax (CICT) and the types of activities that are eligible for funding. For more detailed information on eligible activities, please contact the City's Affordable Housing Program at housing@bendoregon.gov, or (541) 323-8550, or P.O. Box 431, 710 NW Wall Street, Bend, OR 97709 or visit the HUD website at www.hud.gov.

Community Development Block Grant (CDBG) is authorized under Title 1 of the federal Housing and Community Development Act of 1974, as amended. The primary objective of the CDBG Program is the development of viable urban communities through:

- The provision of decent housing,
- The provision of a suitable living environment, and
- The expansion of economic opportunities.

The Community Development Block Grant Program is administered at the federal level by the Department of Housing and Urban Development (HUD).

Eligible Proposals

In general, only public or private non-profit agencies or organizations are eligible to apply for funding. However, the following two exceptions apply: (1) for-profit organizations may apply for CDBG funds to undertake certain economic development activities related to microenterprise assistance, and (2) under certain limited circumstances, for-profit organizations qualifying under HUD criteria as Community-Based Development Organizations (CBDOs) may apply for funds to carry out neighborhood revitalization, economic development, or energy conservation projects. Regulations pertaining to these exceptions can be found at 24 CFR 570.201(o) and 24 CFR 570.204.

Any public or private non-profit agencies or organizations currently under investigation regarding previously awarded federal, state, or local government funding are ineligible for assistance from the City of Bend's Affordable Housing Program.

National Objectives

Federal regulations specify that all activities undertaken using CDBG funding must meet at least one of the following national objectives:

- Benefit to low-and moderate-income persons,
- Aid in the prevention or elimination of slums or blight, or
- Meet a need having a particular urgency.

HUD considers persons below 80% AMI low-income and persons at 80% AMI moderate-income. The three national objectives are summarized below:

1. Benefit to Low- and Moderate-Income Persons

Under this objective, CDBG-assisted activities must primarily benefit low- and moderate-income persons. The income thresholds for meeting the low- and moderate-income requirement are determined by HUD. Projects funded with CDBG dollars must either:

- benefit all of the residents of a particular area, where at least 51% of the residents are low- and moderate-income,
- benefit specific populations (e.g., homeless persons, elderly persons, or persons living with HIV/AIDS), as long as 51% of those served are low- or moderate-income,
- provide or improve permanent residential structures for low- and moderate-income persons, or
- create or retain permanent jobs, at least 51% of which will be made available to or held by low- and moderate-income persons.

2. Elimination of Slum and Blight

Under this objective, CDBG-assisted activities must help to prevent or eliminate slums and blighted conditions. These activities must either:

- prevent or eliminate slums or blight in a designated area in which slums or blighted or deteriorating conditions exist,
- prevent or eliminate slums or blight on a spot basis in an area not located in a slum or blighted area, in cases where a specific condition is detrimental to public health and safety, or
- be in an urban renewal area.

3. Urgent Need

The Urgent Need category is designed only for activities that alleviate emergency conditions of recent origin that pose a serious and immediate threat to the health or welfare of the community, and for which no other sources of funding are available. An example of an eligible project under this category would be a major flood that causes serious damage to buildings and infrastructure, thereby threatening the safety of occupants or nearby residents.

Eligible Activities

In order to meet local needs within the national objectives, the CDBG Program provides a great deal of flexibility in the eligible uses of CDBG funds. The following is a summary of the range and types of activities that may be funded through the CDBG Program. The summary is not a complete list of eligible activities; please contact the City's Affordable Housing Program for more detailed information regarding the eligibility of specific programs or projects.

Basic CDBG Eligible Activities

According to federal CDBG regulations outlined in 24 CFR 570, the basic eligible activities include a variety of uses including public services.

Eligible Activities Under CICT

According to the City of Bend Municipal Code Chapter 9.45, CICT funds can support the following eligible activities:

- At least 50 percent of the funds will be used for programs of the City related to housing
- The remaining funds will be used for support, services, and programs for people making up to 30 percent of area median income

Ineligible Activities In general, activities that are not specifically identified as eligible are considered by HUD to be ineligible. The following activities are specifically identified by HUD as activities that are not eligible for CDBG funding. Please contact the City's Affordable Housing Program for more information on ineligible activities.

- Acquisition, construction, or reconstruction of buildings for the general conduct of government
- General government expenses
- Political activities
- Purchase of construction equipment, fire protection equipment, furnishings and personal properties
- Operating and maintenance expenses
- Income payments
- Construction of new housing
- The purchase of gift cards
- Cash payments / grants to individuals
- Car-related expenses, including gas cards, gas vouchers, car repairs

HUD Income Limits

The 2025 - 2026 City of Bend income limits are valid from July 1, 2025 – June 30, 2026, but may be revised when limits are updated or available. Recipients of funding must meet the income guidelines at the time the funds are utilized. City staff will be able to provide funding recipients with updated income limits information when available.

Persons Per Household	1	2	3	4	5	6	7	8
Area Median Income (AMI)	\$80,010	\$91,400	\$102,850	\$114,300	\$123,400	\$132,550	\$141,700	\$150,850
Moderate Income (80% AMI)	\$64,050	\$73,200	\$82,350	\$91,450	\$98,800	\$106,100	\$113,400	\$120,750
(60% AMI)	\$48,000	\$54,850	\$61,700	\$68,550	\$74,050	\$79,550	\$85,000	\$90,500
Low Income (50% AMI)	\$40,000	\$45,750	\$51,400	\$57,150	\$61,750	\$66,300	\$70,900	\$75,450
Extremely Low Income (30%)	\$24,050	\$27,450	\$30,900	\$34,300	\$37,050	\$39,800	\$42,550	\$45,300

Please review the following documents regarding the City of Bend Public Services Program:

[City of Bend Policy- Public Services Program](#)

[City of Bend Policy- Loans and Grants](#)

[504 Self-Evaluation Checklist](#)

I have downloaded and read the above documents.

A. Applicant Information

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A. Applicant Information

Please provide the following information.

ORGANIZATION INFORMATION

A.1. Organization Name

A.2. Organization Address

A.3. Executive Director Full Name

A.4. Executive Director Email Address

PROJECT INFORMATION

A.5. Project Name

A.6. Project Location, if different than organization location

CONTACT PERSON INFORMATION

A.7. Contact Full Name

A.8. Contact Title

A.9. Contact Address

A.10. Contact Phone Number

A.11. Contact Email Address

A.12. Board President Name

A.13. Board President Email Address

ORGANIZATION BACKGROUND

A.14. What is the organization's background, mission, and service history:

B. Project Description

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B. Project Description

Please provide a brief description of the following:

B.1. Total Amount Requested:

\$0.00

B.2 In one or two sentences, describe what the requested funds will be used for and how many people you plan to serve.

B.3. What need or problem will your project address and what specific populations will benefit?

B.4. What are the objectives of your project?

B.5. Describe your organization's plan for evaluating the progress of the project toward reaching the identified objectives.

B.6. Describe your organization's experience serving people who are members of a protected class, or your collaborations with other agencies that serve people protected by the Fair Housing Act. Briefly describe an impact you have made individually or in partnership with the identified agency for people who are members protected classes.

C. Work Program

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C. Work Program

The CDBG program year begins 7/1/2025 and ends 6/30/2026. The CICT program year begins approximately 4/1/2025 and ends 12/31/2026. Please provide the following information.

The CDBG program year begins 7/1/2025 and ends 6/30/2026. The CICT program year begins approximately 4/1/2025 and ends 12/31/2026. Please provide the following information.

C.1. List of Task(s) Needed for Project

Task	Start Date	End Date
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NOTE: If funded, staff will work with you to set benchmarks for your project. Failure to meet these benchmarks could mean a reduction in funding during current or future years.

D. Project Benefit

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D. Project Benefit

Please provide a brief description of the following:

D.1. Estimate the total number of people to be served, by income level.

< 30% AMI	31 - 50 % AMI	51 - 80 % AMI	> 81% AMI
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D.2. Describe how the project will ensure that the participation of moderate-income persons in your program does not crowd out/exclude low-income persons.

D.3. How will you ensure that service recipients are eligible based on HUD guidelines?

D.4. Explain the methods used to determine the project benefit. How will this be documented and maintained?

E. Financial Information

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E. Financial Information

Please also provide the following financial information:

E.1. Provide a detailed line-item budget describing the total project cost and operating income and expenses, including consideration of inflationary factors, maintenance costs, potential relocation costs, and increased insurance costs associated with the project.

Budget Form *Required

***No files uploaded*

E.2. Provide a brief description of the organization's financial stability as it pertains to the organization's capacity to successfully complete the project, including a brief financial history and primary funding sources. *The City may request copies of the organization's financial audit or review for the last two years.*

E.3. Describe the assumptions used to determine the total project cost and the operating budget, including the sources consulted and how costs were determined. Describe how each cost was determined. If there is any deviation from what may be considered to be a standard or reasonable cost, explain why.

E.4. Explain your organization's ability to proceed with the project without your requested Public Services assistance, or with an award less than your requested amount. If you indicate that your project can't proceed without the full award, you will be ineligible for incidental funds that may be leftover after other projects are funded.

E.5. For CDBG applicants only, will the full amount of the funds be spent by June 30, 2027?

E.6. CDBG Funds Requested:

\$0.00

E.7. CICT Funds Requested:

\$0.00

E.8. Leveraged Funds (see explanation in popup)

\$0.00

F. Budget

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F. Budget

Please provide the following information.

F.1. Project Budget

AHF funds requested	Project Activities	CDBG Funds Requests	AHF Funds Requested	CICT Funds Requested	Other Public Funds	Private Funds	Activity Total
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

F.2. Other Public Funds

Source	Use of Funds	Amount of Funding	Funding Status
TOTAL		\$0.00	

F.3. Private Funds

Source	Use of Funds	Amount of Funding	Funding Status
TOTAL		\$0.00	

F.4. Funding Documentation

Funding Documentation - Letters of funding commitment from sources

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G. Project Feasibility and Readiness

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G. Project Feasibility and Readiness

Please provide the following information regarding project feasibility and readiness:

G.1. Describe your organization's readiness to proceed with the project. For example, is staff currently available to work on the project, or is the organization ready to hire staff?

G.2. Describe your organization's administrative capacity to complete the project, including its experience in implementing and managing activities similar to the proposed project.

G.3. For CDBG applicants, a description of the organization's familiarity with meeting the federal requirements listed in the [City of Bend Public Services Program Rules and Requirements](#), and/or the organization's plan for ensuring that these requirements are satisfied.

G.4. Describe community support or opposition for the project.

Attach letters of support or other evidence of neighborhood/community support.

Letters of Support

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H. Required Documents

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H. Required Documents

Please provide the following information.

Please download, complete, and upload the document (s) below:

- [504 Self-Evaluation Checklist](#)

Documentation

504 Self-Evaluation Checklist *Required

**No files uploaded

Equity and Inclusion Policy

**No files uploaded

Map of Project Location

**No files uploaded

Proof of Non-Profit or Governmental Status

**No files uploaded

State of Oregon Business Registry Printout

**No files uploaded

Unique Entity Identifier (UEI) Number

**No files uploaded

Submit

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Submit

Once an application is submitted, it can only be "Re-opened" by an Administrator. Also note: please check your Spam email folder if you have not received any emails from Neighborly.

- The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining funding under the City's Affordable Housing Development Program.
- I understand that U.S.C. Title 18, Sec. 1001, provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies...or makes any false, fictitious or fraudulent statements or representation, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both."
- I certify that the application information provided is true and complete to the best of my/our knowledge.
- I agree to provide any documentation needed to assist in determining eligibility and are aware that all information and documents provided, except as exempted pursuant to law, are a matter of public record.
- I further grant permission and authorize any bank, employer, or other public or private organization to disclose information deemed necessary to complete this application.

Signature

***Not signed*

Score Summary

Case Id: 30395

Name: test

Reviewer: Mellissa Kamanya

Score

0 out of 17

Status: **Active**

Last updated: 2/17/2026 10:36:28 AM

SECTION	POINTS AWARDED	AVAILABLE POINTS
A. FUNDING COMMITMENTS	0	3
B. PROJECT EVALUATION	0	3
C. TIMELINE	0	3
D. EXPERIENCE	0	3
E. FUNDING PRIORITY	0	5
Total	0	17

Reviewer Notes:

Score Report

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Name: test

Reviewer: Mellissa Kamanya

A: FUNDING COMMITMENTS	POINTS AWARDED	AVAILABLE POINTS
3 Points: spending within 1 year AND have successfully completed projects funded by the City in the past. 2 Points: spending within 1 year OR have successfully completed projects funded by the City in the past. 1 Point: Cannot spend within 1 year AND have not successfully completed projects funded by the City in the past.	0	3
Section Total	0	3

B: PROJECT EVALUATION	POINTS AWARDED	AVAILABLE POINTS
Demonstrates a clear and effectual plan for evaluating the progress of the project toward addressing the identified need or problem.	0	3
Section Total	0	3

C: TIMELINE	POINTS AWARDED	AVAILABLE POINTS
Demonstrates readiness for implementation in a timely manner upon receipt of funds. A score of 3 is justified when the applicant has site control, financing identified/secured, and a timeline identified with work underway within 3 months of award.	0	3
Section Total	0	3

D: EXPERIENCE	POINTS AWARDED	AVAILABLE POINTS
Strong community support, with sufficient evidence illustrating this support.	0	3
Section Total	0	3

E: FUNDING PRIORITY	POINTS AWARDED	AVAILABLE POINTS
Funding Priorities. Projects meeting one of the following priorities will receive additional points. Projects may fall into only one of the following categories:	0	5

<ul style="list-style-type: none"> • Support homeownership through direct homebuyer assistance, such as down payment assistance, homebuyer counseling, land acquisition, low-interest second mortgages for low- and moderate-income homebuyers and partnerships with builders/developers seeking to provide affordable homeownership. Target population is primarily low and moderate income housing for families and individuals, and assistance to veterans, seniors, survivors of domestic violence, those with special needs and other populations in need of homeownership assistance. • Homeless Assistance -- Work to tie homeless and special needs services to affordable housing development for homeless and special needs populations, particularly individuals with substance abuse problems, individuals with severe, persistent mental illnesses, homeless youth, veterans and homeless families. Provide services to fragile populations. Provide counseling and outreach to homeless populations, both sheltered and unsheltered. • Support services for shelter guests, such as food pantries, victim counseling, counseling services, financial and legal counseling and other services. • Provide Employment Training to low and moderate income individuals and provide CDBG eligible economic development assistance. • Transitional Housing -- Provision of Transitional Housing, particularly housing that provides services for individuals and families for stays between 6 and 24 months. Projects meeting none of the above priorities receive 0 points 		
Section Total	0	5

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