Homes and Community Renewal
Housing Trust Fund Corporation

CDBG BUDGET TABLE (USE & SOURCE OF FUNDS):

Applicant Name:										
Project Name:										
Application/Project Number:										
USE OF FUNDS	**SOURCE OF FUNDING**									
	CDBG $ Requested	Select Source Choose One	**C* Y/N**	Select Source Choose One	**C Y/N**	Select Source Choose One	**C Y/N**	Select Source Choose One	**C Y/N**	**SUB-TOTAL**
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Select Use Choose One										$ 0.00
Engineering**										$ 0.00
Program Delivery**										$ 0.00
Administration**										$ 0.00
TOTAL PROJECT COSTS	$ 0.00	$ 0.00		$ 0.00		$ 0.00		$ 0.00		$ 0.00

I certify, to the best of my knowledge, that the information provided in the pre-submission form and any related attachments are true and accurate as of the stated date. I authorize OCR to make inquiries as necessary to verify the accuracy of the statements made and to evaluate this proposal for NYS CDBG funding.

Chief Elected Official Signature _____ Typed Name _____ Date _____

*Indicate whether the source is committed by adding a "Y" or "N"

1. Applicant Name
    a. Enter the name of the City/Town/Village or County that is preparing and submitting the CDBG application
2. Project Name
    a. Enter the name of the project
3. Application/Project Number
    a. Enter the CFA assigned application number or CDBG project number if known
4. Use of Funds
    a. Using the dropdown list select the appropriate USE of funds
5. Source of Funding
    a. Using the dropdown list select the appropriate SOURCE of funds
    b. In the column labeled "C* Y/N", indicate Yes or No if funds are committed *Committed funding is defined as written documentation provided by the funding source. For all committed funds, written documentation must be provided at the time of application.
    c. If yes, documentation is required to be attached to CFA application
6. For the Engineering line (if applicable)
    a. Identify the amount and source of funds
    b. This must be identified regardless of the source of funds
    c. Refer to Outline for Engineering Report for a description of engineering
7. For the Program Delivery Line (if applicable)
    a. Identify the amount and source of funds
    b. This must be identified regardless of the source of funds
    c. Program delivery is NOT a construction cost
8. For the Administration line
    a. Identify the amount and source of funds
    b. The CDBG amount used to cover administrative costs cannot exceed 5% of the total CDBG request
    c. This must be identified regardless of the source of funds
9. Total Project Costs will auto calculate
10. Complete the CEO name, signature, and date
11. Handwritten and/or outdated forms will not be accepted and could impact the project score/evaluation

** For public infrastructure, public facility, and imminent threat projects, applicants may request up to **20%** of the CDBG award in program delivery, administration, and engineering costs combined. Administration must not exceed more than **5%** of the total CDBG award.

** For Microenterprise projects, program delivery and administrative costs may not exceed **20%** of the total funds requested with administrative and program delivery costs each not to exceed **10%**.

** For Economic Development and Small Business Assistance projects, program delivery and administrative costs may not exceed **$16,000** of the total CDBG funds requested.

For Community Planning projects, applicants may request up to **5% of the CDBG award in administrative costs.

Refer to the NYS Grant Administration Manual, Chapter 3, for a complete description of administration and program delivery costs.