Homes and Community Renewal
Housing Trust Fund Corporation

NYS Community Development Block Grant Program
Imminent Threat Detail Form

Applicant Name: _____

Project Name: _____

CFA Application #: _____ Date: _____

Complete this form if you are submitting a NYS CDBG application for an Imminent Threat activity. This is an activity that poses an immediate, emergent, or potential threat to public health and safety. Given the range of possible qualifying factors, to successfully complete this application and provide all required documentation, **applicants are strongly encouraged to engage OCR staff prior to submission.**

A. Application Checklist

A complete CDBG imminent threat application will include all questions and attachments requested in the CFA. Guidance, templates and forms can all be found on the NYS CDBG website here: https://hcr.ny.gov/community-development-block-grant.

Documentation	All IT Activities	*Demo Only - Slum/Blight
Pre-Application		
Completed CFA Pre-Application (Questionnaire)	☐	☐
Pre-Application Certification	☐	☐
Budget Table	☐	☐
Project Map	☐	☐
Full Application – General	☐	☐
Completed CFA Full Application (Questionnaire)	☐	☐
Applicant Certification Form	☐	☐
Citizen Participation Documentation (Public Hearing)	☐	☐
Project Schedule	☐	☐
Program Income Report	☐	☐
Project Team	☐	☐
Smart Growth Impact Evaluation Form (if applicable)	☐	☐
National Objective Documentation	☐	☐
Affirmatively Furthering Fair Housing (AFFH) documentation	☐	☐

Draft Environmental Review Record (ERR)	☐	☐
Funding Commitments/Supporting Documentation	☐	☐
Vendor Responsibility Questionnaire (VRQ) (if applicable)	☐	☐
Subrecipient Agreement (if applicable)	☐	☐
Site Control Documentation	☐	☐
Civil Rights Documentation	☐	☐
Other Need Documentation	☐	☐
Full Application – Specific to Imminent Threat (Q_18412)		
IT Detail Form (this form)	☐	☐
Evidence of private owner participation and interest (if applicable)	☐	☐
Evidence documenting inability to finance the project locally	☐	☐
Evidence documenting the origin/timing of the conditions	☐	☐
Blight resolution (if qualifying under S/B) held prior to public hearing	NA	☐
3rd Party Evidence of blight (if qualifying under S/B)	NA	☐
Documentation for Spot or Area Blight (SBS or SBA)	NA	☐

*For additional information related to Imminent Threat documentation requirements (in particular Slum/Blight) refer to the NYS CDBG Grant Administration Manual here: https://hcr.ny.gov/community-development-block-grant#program-guidelines.

B. Questions

1	Describe how the proposed activities address a threat to public health and safety. Include the origin, timeframe, and status of the conditions leading to the request.
2	Describe the use of the property following assistance with CDBG. Note: A Declaration of Interest must be filed with the County Clerk's Office to satisfy OCR security requirements. A template can be found here: https://hcr.ny.gov/community-development-block-grant#.

Demolition and Clearance Only	
3	Describe the methodology used to qualify an area or specific property under the Spot or Area Blight National Objective. For more information see the NYS CDBG Grant Administration Manual here: https://hcr.ny.gov/community-development-block-grant#program-guidelines. The description must be supported by the attachments to the application.