



WILLIAM PILLSBURY, JR., DIRECTOR
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**CITY OF HAVERHILL
COMMUNITY DEVELOPMENT**

CITY HALL, ROOM 309
FOUR SUMMER STREET
HAVERHILL, MA 01830-5843

December 17, 2015

RE: *Haverhill Community Development Department Request for Proposals due 2/18/16*

Seeking: *Community development and/or housing projects and programs which serve principally low-income households, help eliminate slum and blight conditions, and/or provide shelter and services for the homeless.*

Dear Prospective Applicant:

Mayor James J. Fiorentini is pleased to notify you and your organization that the application for Fiscal Year 2016- 2017 (Program Year 2016) funding from the City of Haverhill's Community Development Department (CDD) is now available!

The City of Haverhill is the recipient of a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). In turn, the CDD solicits projects from the local community and service organizations, in order to best serve and benefit low-income households, targeting Haverhill residents who earn 80% or below of Area Median Income.

These 2016 Program Year funds available through this grant are awarded only to non-profit agencies with the capacity and experience to carry out a proposed activity. Please note that each funded entity is subject to federal and local audit.

The primary objective of the CDBG program is the *"development of viable urban communities by providing decent housing and suitable living environments and expanding economic opportunities, principally for low- and moderate-income individuals."*

To comply with the City of Haverhill's Action Plan, a proposal must commit to one of these goals:

- Improving Quality of Life for Low-to-Moderate Income Haverhill residents
- Helping the Homeless
- Providing Educational Improvement or Training for Job Attainment

Please note that this application is for funds that will become available no sooner than **July 1, 2016**.

In an effort to reduce paper usage and mailing costs, we are encouraging interested potential applicants to locate the RFP on the revamped City of Haverhill Community Development website at www.ci.haverhill.ma.us/departments/community_development_block_grant.php.

Furthermore, you can feel free to contact the Community Development Department at 978-374-2344 or email edelice@cityofhaverhill.com if you would like to request a hard copy.

In addition, the city's new 5-Year Consolidated Plan is available for viewing on the CDBG website.

Please note that the deadline to return a completed application is Thursday, February 18, 2016.

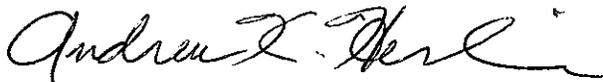
Organizations may present their proposals for review by the Community Affairs Advisory Board during the spring. Eligible organizations will be notified of the time and date of their proposal presentation, if applicable.

There will also be a non-mandatory **Technical Assistance Workshop** to aid any organization in completing the application on **Thursday, February 11, 2016 at 4:00 P.M.** in Room 301, City Hall, 4 Summer Street.

As always, if you have any questions feel free to call the Community Development Department at 978-374-2344.

I hope your organization will consider applying for these CDBG funds, and I would encourage you to spread the word throughout the community so that we can reach as many potential individuals and households as possible.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew K. Herlihy". The signature is fluid and cursive, with a small mark above the final letter.

Andrew K. Herlihy
Division Director

Enclosures

c: Mayor James J. Fiorentini
William Pillsbury, Jr., Director

Meeting Schedule for 2016/2017 Community Development Block Grant

Thursday, December 17, 2015	Applications Available 4 Summer Street, Haverhill, MA 01830 Room 309, 3 rd Floor or Internet: www.ci.haverhill.ma.us
Thursday, February 11, 2016	Technical Assistance Workshop at 4:00 P.M. 4 Summer Street, Haverhill, MA 01830 Room 301, 3 rd Floor
Thursday, February 18, 2016	Applications Due by 4:00 P.M. 4 Summer Street, Haverhill, MA 01830 Room 309, 3 rd Floor
February 19, 2016 –March 31, 2016	Review of proposals for eligibility
March TBD	Presentations of Proposals before CAAB Board
Early April, 2016	Acceptance of CDBG Budget by City Council
May 16, 2016	Annual Action Plan due to U.S. Department of Housing and Urban Development
July 1, 2016	Start of CDBG Fiscal Year 2016/2017