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DOH Federal Government Grant Proposal

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Worksheet

Federal Assistance Funding Matrix

The applicant must provide the funding matrix shown below, listing each program for which Federal funding is being requested, and complete the certifications.

Program*	Applicant Share	Federal Share	State Share	Local	Other	Program Income	Total
Rural Housing and Economic Development		\$400,000					
Grand Totals		\$400,000					

* For FHIPs, show both initiative and component

<< For illustrations purposes, some actual proposal content was redacted from the original proposal. >>

Date 00/00/000

Processing and Control Unit, Room 7255
Attention: Office of Rural Housing and Economic Development
Office of Community Planning and Development
Department of Housing and Urban Development
451 Seventh Street, SW
Washington, DC 20410

Subject: Rural Housing and Economic Development

Dear Mr. Horwath:

Microbusiness and Housing Development Company, a non-profit housing provider, is pleased to submit its proposal in response to the SuperNOFA regarding the Rural Housing and Economic Development Program.

Last year our agency was awarded \$700,000 in RHED funds to establish a construction load to building housing for low income families in rural Arizona. The contract with HUD was signed in 2006. These monies leveraged other funding for our program. For example, we have received an additional \$500,000 from local organizations and committed it to the project. The first funding allowed us to build 50 housing units for low income families. The need is great in rural Arizona. Although the first award is for three years, we have been able to commit these funds very fast in response to a significant needs in our area. Therefore, we are submitting a second proposal to help us continue the work and other economic development activities.

The availability of Rural Housing and economic development funds has made a tremendous impact on rural areas in Arizona.

Please call me if there are any questions about this proposal. We look forward to hearing from you.

Sincerely,

John Smith
Executive Director
Housing Department

Proposal

Microbusiness and Housing
Development Company
2222 Fort Lee Avenue
Redmond, WA 9852

Rural Housing and Economic Development

Prepared for: **Sam Horwath**
Director

Prepared by: **John Smith**
Executive Director

Description

Microbusiness and Housing Development Company, a non-profit housing provider, is pleased to submit its proposal in response to the SuperNOFA regarding the Rural Housing and Economic Development Program.

Worksheet

Checklist of Forms and Certifications

Page Number

4	Transmittal Letter
2	Checklist and Submission Table of Contents
1	Standard Form for Application for Federal Assistance (SF-424)
8	Statement of Work, including summary and responses to factors for award
25	Budget in support of Rating Factor 3
23	Documentation of Funds/In-Kind Services pledged in support of Rating Factor 4
21	Required Certifications (signed) <ul style="list-style-type: none">21 Certification for a Drug-Free Workplace (HUD-50070)21 Certification of Payments to Influence Federal Transactions (HUD-50071)21 Disclosure of Lobbying Activities (SF-LLL)21 Applicant/Recipient Disclosure/Update Report (HUD-2880)21 Applicant Nondiscrimination Certifications21 Certification Regarding Debarment and Suspension (HUD-2992)
	Acknowledgement of Application Receipt (HUD-2993)
	For nonprofit organizations, a copy of the IRS ruling providing tax-exempt status under section 501 of the IRS Code of 1996 as amended

Worksheet

Budget Information – Non-Construction Programs

Section A- Budget Summary

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
Rural Housing & Economic Dev	14-250			\$400,000		
Totals				\$400,000		

Section B – Budget Categories

Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1)	(2)	(3)	(4)	
Personnel			\$60,000		
Fringe Benefits			\$11,000		
Travel					
Equipment					
Supplies					
Contractual					
Construction			\$35,000		
Other			\$282,700		
Total Direct Charges (sum)					
Indirect Charges			\$11,300		
Totals (sum)			\$400,000		
Program Income					

SF-424A

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