

California Department of Housing and Community Development
State Community Development Block Grant
Planning and Technical Assistance Allocations



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24	Documentation of meeting HUD national objective, TIG or Slums and Blight for the proposed activity (as required in Attachment 5).
n/a	For Project Specific Studies: Include a map showing exact location of project <u>or</u> development agreement to be used to create project.

California Department of Housing and Community Development

Application Summary
State Community Development Block Grant
Planning and Technical Assistance Allocations



1.a Applicant Information

ED Allocation Application XX **Or** General Allocation Application .

Applicant

Name: EL DORADO COUNTY HUMAN SERVICES

Address: 937 SPRING STREET

City: PLACERVILLE State: CA Zip Code 95667

County: EL DORADO

Check here if this is a Joint Application and complete a summary page for each applicant.

1.b Authorized Representative (Per Resolution)

First Name: DOUG Last Name: NOWKA

Job Title: DIRECTOR OF HUMAN SERVICES

Check if the address information is the same as above in 1.a, if not fill in information below.

Address: _____

City: _____ State: _____ Zip Code _____

Phone: 530-621-6300 Ext: _____ Fax: 530-295-2597

Email: nowka@co.el-dorado.ca.us

1.c Applicant Contact

Check if the contact information is the same above in 1.b, if not fill in information below.

First Name: Joyce Last Name: Aldrich

Name of Agency: Human Services Department Housing Division Job Title: Program Manager

Address: 937 SPRING STREET

City: PLACERVILLE

State: CA Zip Code 95667

Phone: 530-621-6276 Ext: _____ Fax: 530-295-2597

Email: jaldrich@co.el-dorado.ca.us

2. Requested Funding by Activity

Activity Title - Insert only one activity title per line. See sample list of titles provided in Attachment 4 .	Non-Project Specific Planning Activities	Project Specific Planning Activities
Local Economic Development Plan for Georgetown Divide Community	\$ 33,250	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
General Administration (not to exceed 5 percent of funds requested)	\$ 1,750	\$
Total Amount Requested	\$ 35,000	\$0.00
Grand Total (Max. \$70,000)	\$ 35,000	

3. List of Cash Match Sources

Required Cash Match	Name of Source: City or County or Other (non state or federal funds)	Approved Cash Match
5%	COUNTY	\$ 1,750.00 *
		\$ *
		\$
	Total	\$ 1,750.00

* Enter only the total amount required to be committed.

4. Legislative Representative Information

	District #	First Name	Last Name
Assembly	4	Ted	Gaines
Senate	1	Dave	Cox
Congress	4	John	Doolittle

	District #	First Name	Last Name
Assembly			
Senate			
Congress			

	District #	First Name	Last Name
Assembly			
Senate			
Congress			

5. Target Populations Served

1. <input type="checkbox"/> Physically Disabled	9. <input checked="" type="checkbox"/> Seniors
2. <input type="checkbox"/> Persons with AIDS	10. <input type="checkbox"/> Mentally Ill
3. <input type="checkbox"/> Youths	11. <input checked="" type="checkbox"/> Veterans
4. <input type="checkbox"/> Single Adults	13. <input type="checkbox"/> Victims of Domestic Violence
5. <input type="checkbox"/> Single Men	12. <input type="checkbox"/> Substance Abusers
6. <input type="checkbox"/> Single Women	14. <input type="checkbox"/> Dually-Diagnosed
7. <input checked="" type="checkbox"/> Families	15. <input checked="" type="checkbox"/> Homeless
8. <input type="checkbox"/> Farmworker	16. <input checked="" type="checkbox"/> Other <u>TIG</u>

6. Beneficiaries Served

<u>Proposed Activity</u>	<u>Accomplishment</u>	<u>Number Assisted</u>
Public Services or Community Facilities	Persons	_____
Housing or Public Works	Housing Units	_____
Housing Rehabilitation	Households	_____
Economic Development	Jobs	<u>20</u>

7. Previous Awards

Has the jurisdiction previously submitted an application and been awarded PTA funds in this current fiscal year (2008-2009)? **No**. If no, skip to number 8: **Yes**. If yes, continue describing:

___ ED \$_____. Briefly describe activities:_____

___ General \$_____. Briefly describe activities:_____

8. Consultant/Other Public Agency Contact Information

Mr. Mrs. Ms. Other Not Applicable

First Name: _____ MI: _____ Last Name: _____

Agency: _____ Job Title: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Phone: _____ Ext: _____ Fax: _____

9. Official (s) Authorized to Sign Application

Name DOUG NOWKA
(Type or Print)

Title DIRECTOR OF HUMAN SERVICES
(Type or Print)

Signature _____ Date _____

10. Citizen Participation Process for Application

Has the applicant conducted a design phase public hearing within twelve months of release date of the NOFA? (Put copy of the notice in application.)

Yes **No** (If No, applicant cannot apply.)

Has the applicant conducted the proper application approval public hearing prior to submitting application? (Put copy of the notice in application)

Yes **No** (If No, applicant cannot apply.)

11. Hold Out Status of Applicant

Has the applicant received a Hold Out letter from the Department?

Yes **No**

If Yes, has the applicant cleared the hold out status and received a waiver letter from the Department?

Yes **No** (If No, applicant cannot apply.)

12. Growth Control Compliance

Has the applicant's jurisdiction enacted limitations on residential construction, for which limitations are not establishing agricultural preserves, not imposed by another agency, or not based on a health and safety need?

Yes. If Yes, see note below **No**

Note: If the applicant has a General Plan, ordinance, or other measure that directly limits by number either, the building permits that may be issued for residential construction, or buildable lots that may be developed for residential purposes, and the measure does not meet any of the exceptions found in the Program Regulations, Section 7056(b)(2)(B), check "Yes" and attach a copy of the measure in this section of the application.

13. Housing Element Compliance

Statutory Authority: State of California Health and Safety Code Section 50829.

Contents of the Housing Element are not reviewed by State CDBG staff. Except as otherwise provided in Section 50830 of the Health and Safety Code, no local application for funds shall be denied because of the content of the city or county's housing element or because of the Department's findings with respect to the city's or county's housing element but the proper adoption process must be followed. Contact Paul McDougall at (916) 322-7995 to verify compliance.

As a condition of receiving an award, each jurisdiction's adopted Housing Element must be in compliance with CDBG statutes. **The Department will not award funds to any applicant who is not in compliance and applicants should have a housing element in CDBG statute compliance at application submittal.**

Is the applicant's Housing Element in State CDBG Compliance?

Yes **No** (If No, applicant cannot apply.)

14. Program Income Committed Planning Activities

1. Enter the amount of Program Income (PI) that has been committed to activities in this application:

Use same activity titles as shown in part 2. of application summary. <u>Activity Titles:</u>		Dollar Amount Committed (per Resolution) Attach Resolution
NOT APPLICABLE		0.00

3. Total Dollar Amount of PI funds Committed to activities in this application.	\$ <u>0.00</u>
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Note: Non-project specific planning activities have the following rules when using PI.

- 1) PI funds used for non-project specific planning activities are considered general administration funds. As such, PI activity implementation funds must be spent prior to being able to use PI for General Administration (GA) (PI for GA is limited to 18 percent of activity funds expended) during a fiscal year. So make sure PI has been or will be spent on activities so that the 18 percent in GA can be available for committing to the non-project specific planning activities.
- 2) All PI that is being committed to activities in this application must be identified in the governing body resolution. In addition, the applicant must ensure that proper citizen participation process is followed.
- 3) All PI committed to a non-project specific activity **must be spent first** prior to drawing down any State CDBG grant funds.
- 4) All PI committed to project specific implementation activity **must be spent after** all State CDBG grant planning funds are spent.
- 5) PI funds committed to open grant activities must be reported on **ALL** Funds Request forms for the grant and on PI quarterly and annual reports.

15. NEPA Environmental Compliance Documents

Finding of Exemption Form

A. Finding of Exemption

It is the finding of the City/County of EL DORADO that the activities proposed in this application for State Community Development Block Grant funds are exempt from environmental review requirements under NEPA because they are defined as exempt activities in 24 CFR Part 58.34. The activity(s) judged exempt consist(s) of:

List Each Exempt Activity with a brief description: **NEPA Citation**

1. General Administration Activities **58.34 (a) (3)**
2. Economic Development Plan-Georgetown Divide Community **58.34(a) (3)**
- 3.
- 4.

DOUG NOWKA
Printed Name of Authorized Official

DIRECTOR OF HUMAN SERVICES
Title

Signature

Date

FORM 58.6

ACTIVITY DESCRIPTION FOR EACH PROPOSED EXEMPT ACTIVITY:

- 1) General Administration Activities
- 2) Local Economic Development Plan for community of Georgetown Divide community
- 3)

Level of Environmental Review Determination: Exempt per 24 CFR. 58.6

(Exempt per 24 CFR 58.34, Categorically excluded not subject to statutes per § 58.35(b), Categorically excluded subject to statutes per § 58.35(a), Environmental Assessment per § 58.36, or EIS per 40 CFR 1500)

STATUTES and REGULATIONS listed at 24 CFR 58.6

FLOOD DISASTER PROTECTION ACT

1. Does the project involve acquisition, construction or rehabilitation of structures located in a FEMA-identified Special Flood Hazard?

() No; Cite Source Document: Planning Study will not impact 100 year floodzone.
This factor is completed

() Yes; Source Document:

2. Is the community participating in the National Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?

() Yes (Flood Insurance under the National Flood Insurance Program must be obtained and maintained for the economic life of the project, in the amount of the total project cost. A copy of the flood insurance policy declaration must be kept on file).

() No (**Federal assistance may not be used in the Special Flood Hazards Area**).

COASTAL BARRIERS RESOURCES ACT

1. Is the project located in a coastal barrier resource area?

() No; Cite Source Documentation:

There are no coastal barrier resource areas in California

(This element is completed).

() Yes - **Federal assistance may not be used in such an area.**

AIRPORT RUNWAY CLEAR ZONES AND CLEAR ZONES DISCLOSURES

1. Does the project involve the sale or acquisition of existing property within a Civil Airport's Runway Clear Zone or a Military Installation's Clear Zone?

() No, **Because the Activity does not involve sale or acquisition of property. Project complies with 24 CFR 51.303(a)(3).**

() Yes; **Disclosure statement must be provided** to buyer and a copy of the signed disclosure must be maintained in this Environmental Review Record.

JOYCE ALDRICH 9/15/2008

Preparer Signature / Print Name /Date

DOUG NOWKA

Responsible Entity Official Signature / Print Name / Date

BOARD RESOLUTION

BOARD RESOLUTION

One Page

STATEMENT OF ASSURANCES (Revised January 15, 2004)

The City/County of EL DORADO hereby assures and certifies that:

1. It possesses legal authority to apply for the grant and to execute the proposed program.
2. Its governing body has duly adopted or passed as an official act or resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the applicant's chief executive officer or other designee to act in connection with the application and to provide such additional information as may be required.
3. It has or will comply with all citizen participation requirements that include, at a minimum, the following components:
 - a. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas where CDBG funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction;
 - b. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by CDBG federal regulations, and relating to the actual use of funds under this title;
 - c. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;
 - d. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program. These include at least the development of needs, the review of proposed activities, and review of program performance. Hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped. This shall include one public meeting during the program design, annual performance report preparation, and formal amendments. A public hearing shall be conducted prior to application submittal;
 - e. Solicits and provides for a timely written answer to written complaints and grievances, within 15 working days where practicable; and
 - f. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can reasonably be expected to participate.
4. The State CDBG Program has been developed so as to primarily benefit targeted income persons and households, and each activity in the program meets one of the three national objectives: benefit to low and moderate income persons, elimination of slums and blight, or meets an urgent community need certified by the grantee as such.

5. Consents to assume the responsibilities for environmental review and decision-making in order to ensure compliance with NEPA by following the procedures for recipients of block grant funds as set forth in 24 CFR, Part 58, entitled Environmental Review Procedures for Title I Community Development Block Grant Programs. Also included in this requirement is compliance with Executive Order 11988 relating to the evaluation of flood hazards, and Section 102(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) regarding purchase of flood insurance, and the National Historic Preservation Act of 1966 (16 USC 470) and implementing regulations (36 CFR 800.8).
6. Consents to assume the role of either Lead Agency as defined by Section 21067 of the California Public Resources Code, or if another agency is or will be designated Lead Agency, it consents to assume the role of Responsible Agency as defined by Section 21069 of the California Public Resources Code, in order to ensure compliance with CEQA.
7. Has resolved any audit findings or performance problems for prior State CDBG grants awarded by the State.
8. Certifies that there is no plan, ordinance, or other measure in effect that directly limits, by number, the building permits that may be used for residential construction or the buildable lots that may be developed for residential purposes; or if such a plan, ordinance, or measure is in effect, it will either be rescinded before receiving funds, or it need not be rescinded because:
 - a. Imposes a moratorium on residential construction, to protect the health and safety, for a specified period of time that will end when the public health and safety is no longer jeopardized; or
 - b. Creates agricultural preserves under Chapter 7 (commencing with Section 51200) of Part 2 of Division 1 of Title 5 of the Government Code; or
 - c. Was adopted pursuant to a specific requirement of a State or multi-State board, agency, department, or commission; or
 - d. The applicant has an adopted housing element that the Department has found to be in compliance, unless a final order has been used by a court where the court determined that it is not in compliance with Article 10.6 of Chapter 3 of Division 1 of Title 7 of the Government Code; or
 - e. The use of the funds applied for in this application is restricted for housing for the targeted income group.
9. Will comply with the regulations, policies, guidelines, and requirements of OMB Circular Numbers A-87, A-133, A-122, and 24 CFR Part 85, where appropriate, and the State CDBG regulations.
10. Shall comply with the following regarding nondiscrimination:
 - a. Title VI of the Civil Rights Act of 1964 (Public Law 88-352).
 - b. Title VIII of the Civil Rights Act of 1968 (Public Law 90-284) as amended; and will administer all programs and activities related to housing and community development in a manner affirmatively furthering fair housing.

- c. Section 109 of the Housing and Community Development Act of 1974, as amended.
 - d. Section 3 of the Housing and Urban Development Act of 1968, as amended.
 - e. Executive Order 11246, as amended by Executive Orders 11375 and 12086.
 - f. Executive Order 11063, as amended by Executive Order 12259.
 - g. Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), as amended, and implementing regulations.
 - h. The Age Discrimination Act of 1975 (Public Law 94-135).
 - i. The prospective contractor's signature affixed hereon and dated shall constitute a certification under the penalty of perjury under the laws of the State of California that the bidder has, unless exempted, complied with the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Code of Regulations, Section 8103.
11. Will comply with the Federal Relocation Act (42 U.S.C. 4601 et seq.) and certifies that will follow the State's residential anti-displacement and relocation plan located in Appendix L of the State's 2005-2010 Consolidated Plan. The Plan can be found at: <http://www.hcd.ca.gov/hpd/hrc/rep/fed/conplan05-10final.pdf>.
12. Will comply with the following regarding labor standards:
- a. Section 110 of the Housing and Community Development Act of 1974, as amended.
 - b. Section 1720 et seq. of the California Labor Code regarding public works labor standards.
 - c. Davis-Bacon Act as amended (46 U.S.C. 276a) regarding prevailing wage rates.
 - d. Contract Work Hours and Safety Standards Act (40 USC 327-333) regarding overtime compensation.
 - e. Anti-Kickback Act of 1934 (18 USC 874) prohibiting "kickbacks" of wages in federally assisted construction activities.
13. Will comply with the Architectural Barriers Act of 1968 (42 USC 4151) and implementing regulations (24 CFR Part 40-41).
14. It will enforce standards of conduct that govern the performance of its officers, employees, and agents engaged in the administration of contracts funded in whole or in part by the CDBG Program (Section 7120(d) of the State regulations).
15. Will comply with the Hatch Act (5 USC 1501 et seq.) regarding political activity of employees.
16. Will comply with the Lead-Based Paint Regulations (24 CFR Part 35) that prohibits the use of lead-based paint on projects funded by the program.
17. Will not award contracts to, or otherwise engage the services of any contractor while that contractor (or its principals) is presently debarred, suspended,

proposed for debarment, declared ineligible, or voluntarily excluded from participation from the covered transaction, in any proposal submitted in connection with the CDBG program under the provisions of 24 CFR part 24.

18. Will give HUD, the Comptroller General, the State Department of Housing and Community Development, or any of their authorized representatives access to and the right to examine all records, books, papers, or documents related to the grant.
19. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing properties owned and occupied by targeted income persons unless:
 - a. CDBG funds are used to pay the proportion of such assessment that relates to non-CDBG funding or
 - b. for the purposes of assessing properties owned and occupied by targeted income persons who are not of the lowest targeted income group, it does not have sufficient CDBG funds to comply with the provisions of a. above.
20. Will adopt and enforce policies
 - a. prohibiting the use of excessive force by its law enforcement agencies against individuals engaged in non-violent civil rights demonstrations and
 - b. enforcing applicable State and local law against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstration within its jurisdiction.

The certification is made under penalty of perjury under the laws of the State of California.

CERTIFYING OFFICIAL TITLE: Rusty Dupray
Chairman, El Dorado County Board of Supervisors

Signature

Date

COMPLIANCE WITH OMB CIRCULAR A-133

Office of Management and Budget (OMB) Circular A-133 is used pursuant to the Single Audit Act of 1984, P.L. 98-502, and the Single Audit Act Amendments of 1996, P.L. 104-156. It sets forth the standards for obtaining consistency and uniformity among Federal agencies for the audit of states, local governments, and non-profit organizations expending Federal awards. Cities and counties not exempted from the requirements of OMB Circular A-133 must submit their audits to the State Controller. Non-profit organizations not exempted must submit their audits to the California Department of Housing and Community Development.

Pursuant to the requirements of OMB Circular A-133, please check the appropriate box(s) and certify at the bottom of the page:

The **COUNTY OF EL DORADO** (name of entity) has expended more than \$500,000 in Federal funds in fiscal year 2006/2007 and is required to conduct a single audit or program specific audit for this year in accordance with the provisions of OMB Circular A-133.

The audit has been completed and has been submitted to the appropriate control agency.

The audit has not been completed. It is anticipated that the audit will be completed and submitted to the appropriate control agency by: _____ (date).

The _____ (name of entity) has expended less than \$500,000 in federal funds in fiscal year 2006/2007 and is exempt from the requirements of OMB Circular A-133. Non-Federal entities that expend less than \$500,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and the General Accounting Office.

I certify on behalf of EL DORADO COUNTY, (name of entity) that the above is a true and accurate statement.

DOUG NOWKA, DIRECTOR OF HUMAN SERVICES

(Printed name and title)

(Signature)

(Date signed)

This space for the County Clerk's Filing Stamp

Mountain Democrat
PROOF OF PUBLICATION
(2015.5 C.C.P.)

County of El Dorado

I am a citizen of the United States and a resident of the County aforesaid; I'm over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am principal clerk of the printer at the Mountain Democrat, 1360 Broadway, a newspaper of general circulation, printed and published Monday, Wednesday, Thursday & Friday, in the City of Placerville, County of El Dorado, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court to the County of El Dorado, State of California, under the date of March 7, 1952, Case Number 7258; that the notice, of which the annexed is a printed copy (set in type no smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

07/16

All in the year 2008

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Placerville, California, this day of **JULY 16, 2008**


Signature

**PROOF OF PUBLICATION
NOTICE OF PUBLIC HEARING**

NOTICE OF PUBLIC HEARING
NOTICE IS HEREBY GIVEN that the El Dorado County Department of Human Services, Community Services Division, will conduct a public hearing at 10:00 a.m. on Tuesday, July 29, 2008 at 937 Spring Street, Room 48, Placerville, to discuss the Fiscal Year 2007/08 Community and Economic Development Block Grant Programs and solicit citizen input relative to grant applications that may be submitted by El Dorado County in Fiscal Year 2008-09.
The Department of Human Services will report out on the fiscal year 2007/08 Annual Grantee Performance Reports, and solicit citizen input. Written and/or oral public comment is invited on any aspect of the Economic Development Block Grant 04-EDBG-1021 Microenterprise and Business Assistance, Community Development Block Grant 05-STBG-1407 Housing Rehabilitation/Housing Acquisition, along with the Housing Rehabilitation, Housing Acquisition and Economic Development Revolving Loan Funds reports.
The purpose of the public hearing will be to give citizens an opportunity to ask questions and make their comments known. Ideas, comments and discussion are invited concerning ongoing grant activities.
Maximum award limits for each CDBG allocation are specified in the Notice of Funding Availability (NOFA). The Department of Human Services, on behalf of the County of El Dorado, anticipates applying for the maximum grant amounts as stated in each Notice of Funding Availability (NOFA) for the General, Colonias, Native American and Economic Development Components as well as the maximum grant amounts for the General and Economic Development Planning and Technical Assistance Components for Fiscal Year 2008-09.
The dollar amount of General, Colonias, and Native American allocation funds available varies each year, and a grant from these allocations does not count toward any yearly caps under the Economic Development and Planning and Technical Assistance allocations of the CDBG Program.
The major activity categories are Housing-New Construction, Housing-Acquisition, Housing Rehabilitation, Public Facilities, Public Services, Public Improvements, and Planning (for Colonias only) Activities. Projects funded with CDBG General, Native American, and/or Colonias Allocations must meet the National Objective of Benefit to Targeted Income Group (TIG) persons. The Economic Development Allocation can meet any of the three National Objectives, Benefit to Targeted Income Group (TIG) person, elimination of slums and blight, and meeting urgent community development needs.
The purpose of the public hearing will be to provide citizens an opportunity to comment/recommend activities for preparation of CDBG application.
If you are unable to attend the public hearing, you may direct written comments to the County of El Dorado, Human Services Department, 937 Spring Street, Placerville, CA 95667, Attn: Joyce Aldrich or you may telephone 530-621-6300. In addition, information may be obtained at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays.
If you plan on attending the public hearing and need a special accommodation because of a sensory or mobility impairment/disability, or have a need for an interpreter, please contact 530-621-6300 to arrange for those accommodations to be made.
El Dorado County and the State assure equal housing and employment opportunities to all without regard to race, color, religion, sex, age, handicap, sexual preference, marital status, or national origin. The above location is fully accessible to mobility-impaired individuals.
07/16 02522790

SECTION 504 SELF-EVALUATION

Applicant: El Dorado County

AREAS DISCUSSED	PROBLEMS IDENTIFIED	MODIFICATIONS MADE
<p>COMMUNICATIONS: Program Publicity</p> <p>Public Notices and ads in newspaper? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Public Service Announcements? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		
<p>Posters or fliers? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Letters to homeowners in area? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Informational public meetings? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Interpreters, readers, or TDD's available upon request? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Equal Opportunity statement in ads, fliers, letters? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		
<p>EMPLOYMENT:</p> <p>Does the City make reasonable accommodation to known physical or mental limitations of qualified applicants or employees with handicaps? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Pre-employment inquiries and tests do not screen out handicapped persons? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		
<p>PROGRAM ACCESSIBILITY:</p> <p>Are City/County facilities accessible to and usable by individuals with handicaps (for example: ramps, steps at meetings)? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Handicap modifications offered in rehabilitation program? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Handicapped individuals with limited mobility assisted with applications at their homes? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		
<p>ENFORCEMENT - Evaluate how policies meet 504 requirements:</p> <p>Statement of Assurances in grant applications? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Non-discrimination clause in deed of trust? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Names of Advisors on Handicapped issues: <u>Patricia Booth</u> <u>Douglas Nowka</u></p> <p>Does the City/County have procedures for complaints? <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Is log maintained of any complaints? <input checked="" type="radio"/> yes <input type="radio"/> no</p>		

Name and signature of Section 504 Coordinator: Patricia Booth *[Signature]* Date Signed: 8/14/01

**SECTION J: NON-PROJECT SPECIFIC PLANNING
ACTIVITY DESCRIPTION FORM**

NOTE: PLEASE COMPLETE AND ATTACH ONE SET OF THESE FORMS FOR EACH PROPOSED NON-PROJECT SPECIFIC PLANNING ACTIVITY

1. **Allocation:** ED XX General _____

2. **Activity Title:** Local Economic Development Plan for the Georgetown Divide community _____

3. **Amount Requested for Activity:** \$ 35,000 _____.

4. **General Allocation Activity National Objective:** For General Allocation PTA activity, check **one** line and describe below it how the National Objective of at least 51 percent benefit Targeted Income Group (TIG) persons will be met. See **Attachment 5** for how to document TIG benefit.

 n/a Limited Clientele list below the specific group(s) to be served:

 _____ Income restricted, describe below how final activity resulting from the study will be income restricted:

 _____ Income survey or HUD Low Income Census data, attach full copy of proper documentation at the back of this activity description section.

5. **Economic Development Activity National Objective:** For ED PTA activities only. Check **one** line indicating which national objective this activity addresses. Explain and document how the activity will meet that objective. Review **Attachment 5** to learn about documenting ED national objectives. This is a required threshold item and not completing this section will lead to the application not being funded.

 XX Low Income/TIG benefit, describe below how final activity resulting from the study will generate jobs for TIG persons (at least 51 percent of all projected jobs must be for TIG persons):

 _____ Elimination of Slums and Blight, attach documentation of area or spot basis and attach to this set of activity forms.

6. **Public Benefit:** For ED PTA activities only. Check the line below and describe how the planning activity will lead to creation of jobs. This is a required threshold item. Not properly completing this section will lead to the application not being funded.

XX Public Benefit, (job creation), describe below how jobs will be created by completing this study:

7. **Activity Description:** Provide a complete narrative explaining the need for the study. Describe the full process for completing the study with each of the key steps as shown in the tasks and milestones chart. Check the instructions to make sure you have provided all the required information.

Purpose

Knowing and understanding the characteristics of the local community is crucial toward helping the Divide stakeholders strategize for the future. Developing an Economic Development Plan will allow for the Divide community to make the best possible program and project choices. The boundaries of the Economic Development Plan for the Georgetown Divide community will not be limited to that census tract alone, but rather by the economic relationships of Auburn and Placerville and how they interrelate for travel to and from work, etc. By using a CDBG ED PTA grant to develop the Economic Development plan is to build up the economic capacity of the local area; organize stakeholders to support and grow businesses in key economic drivers and within local economic nodes, while seeking to improve the economic future and the quality of life for all in the community.

Background

The following community and economic development issues were raised during a community forum held in the Divide community of Georgetown, August 16, 2007:

- Need for more employment opportunities for residents of the Divide
- Need for more private (retail) and public (transport) services on the Divide
- Need to retain and expand local businesses and industries, specifically those that compliment and build upon the Divide's unique environmental attributes and socio-economic infrastructure

In order to address those concerns and meet the needs of an aging and diverse rural community, a collection of community and county stakeholder groups has formed to assess and build upon the community's identified competitive advantages in the destination recreation travel and tourism industry sector (Gold Rush history, world renown four wheel drive and hiking, destination recreation tourism, educational and agri-tourism). The goal is to stimulate private sector investment and sustainable economic growth in the destination recreation, equine, bed and breakfast, and outdoor backpacking industries. A long-term economic development plan for retaining and

growing the economy of the Divide while creating revenues to meet the needs of this community, is the first step toward the goal.

With the State's support, the drafting of a local economic development plan will help focus and coalesce business and industry representatives, employees, non-profits, local residents, and governmental agencies in cooperation towards building a world-class destination recreation tourism industry on the Georgetown Divide. This dialogue will lead to the crafting of a sustainable economic development vision, helping the community realize its shared economic potential.

To date, a major hurdle holding the Divide economy back from realizing their economic dream has been the lack of cooperation towards the development of a shared economic plan for the community. With today's global economic realities impacting both small and large businesses along the Divide, pain is felt amongst all sectors of the economy and the employment base. Several organizations have begun to reach out, asking how they can grow a sustainable economy for residents. Almost all agree that the destination recreation tourism business and industry sector would certainly become the lead economic driver for the local economy and would provide many jobs and benefits while enhancing the current way of life.

Organizations who have given support for this application are: Georgetown Divide Parks and Recreation District, Georgetown Divide Chamber of Commerce, Divide Horsemen and several other equine organizations, Ride and Shine Program, Georgetown Airport Commission (El Dorado County), and the Economic Development Advisory Commission (El Dorado County).

Economic Development

El Dorado County's economic development program is responsible for stimulating sustainable business growth resulting in local economic expansion coupled with the retention and development of living wage employment opportunities in El Dorado County. This includes retention of existing businesses, those seeking to expand in the County, and those businesses seeking to locate or invest within the County. At the same time as businesses are expanding, the potential for job creation becomes a reality.

By working together to seek a State of California Economic Development Block Grant, we can build capacity of the Divide community while identifying how to retain, expand, and create jobs while attracting businesses that serve the community and traveling public. With state support, this local economic development plan should:

- Demonstrate to local tourism and travel related businesses community appreciation and recognize their value to the local economy
- Help retain and expand existing firms while creating new jobs for the community workforce
- Assist local tourism and travel related businesses in using local, state, and federal programs aimed at helping firms become more competitive
- Develop strategic plans for long range tourism and travel related businesses retention, expansion, attraction activities, and job creation

8. **Final Product Description:** Describe in detail each final product that will be produced from this planning activity. NOTE: All final products, including applications, must contain an acknowledgment of State CDBG funding on the front cover.

The Demographic Information to be collected consists of:

- Information about the people in the community to provide a basis for understanding the demographic profile of the locality, its social needs, and current and future trends;
- A breakdown of demographic information will provide a more detailed understanding of the factors associated with the local economy (ex. Gender issues, employment profile, education characteristics);
- Knowing the demographic characteristics of the community will contribute to a baseline understanding of the impact of economic development programs and projects, particularly for monitor;
- A breakdown of local economic information by industrial sector in order to provide an insight into how the local economy is performing, is interlinked, which sectors are prospering, which are declining, where business development opportunities exist, and the aggregate value of local productive chains
- Information on the business-enabling environment in or to understand how municipal government actions and activities help to support or hinder business in the formal and informal sectors;
- Information about the status of transportation, telecommunications, gas, water, electricity and wastewater provisions;
- Examine information about the regional, national and international economy to help identify new markets and opportunities for business development.

The final product will consist of:

- Economic Development Plan for the Georgetown Divide community that reflects the following:

**2008-2009 PTA
Non-Project Specific Description Form**

- Demonstrates local tourism and travel related businesses community appreciation and recognize their value to the local economy
- Help retain and expand existing firms while creating new jobs for the community workforce
- Assist local tourism and travel related businesses in using local, state, and federal programs aimed at helping firms become more competitive
- Develop strategic plans for long range tourism and travel related businesses retention, expansion, attraction activities, and job creation

Non-Project Specific Planning Activity Budget

Activity Title: Exterior Housing Conditions Survey	City/County Staff Hours					Consultant Hours					Total Cost
	Task Cost					Task Cost					
	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	
* 1. Scope of Work / Issue RFP	10	\$65	\$	\$ 650	\$		\$	\$	\$	\$	\$ 650
* 2. Hire Consultant and Execute Contract	16	\$65	\$	\$ 1,040	\$	16	\$ 125	\$ 2,000	\$	\$	\$ 3,040
3. Identify Methods for Conducting Analysis	5	\$65	\$ 255	\$ 60	\$	30	\$ 125	\$ 3,750	\$	\$	\$ 4,065
4. Identify Target Area	5	\$65	\$ 325	\$	\$	30	\$ 125	\$ 3,750	\$	\$	\$ 4,075
5. Conduct Analysis local business/job creation needs		\$	\$	\$	\$	130	\$ 125	\$ 16,250	\$	\$	\$16,250
6. Complete Report	5	\$65	\$ 325	\$	\$	40	\$ 125	\$ 5,000	\$	\$	\$ 5,325
7. Public Meeting(s)	10	\$ 65	\$ 650	\$	\$	10	\$ 125	\$ 1,250	\$	\$	\$ 1,900
8. Final Report to County and State	3	\$ 65	\$ 195	\$	\$	10	\$ 125	\$ 1250	\$	\$	\$ 1,445
9.		\$	\$	\$	\$		\$	\$	\$	\$	\$
10.		\$	\$	\$	\$		\$	\$	\$	\$	\$
11.		\$	\$	\$	\$		\$	\$	\$	\$	\$
12.		\$	\$	\$	\$		\$	\$	\$	\$	\$
Totals:		\$	\$ 1,750	\$ 1,750	\$		\$	\$ 33,250	\$	\$	\$ 36,750

*Show cash match tasks first to indicate match will be spent first.

Non-Project Specific Planning Activity Task and Milestone Chart

Year:	2008 Milestones				2009 Milestones				2010 Milestones			
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
Activity Title: Exterior Housing Conditions Survey												
List of Tasks:												
1. Scope of Work / Issue RFP					X							
2. Hire Consultant and Execute Contract						X						
3. Identify Target Area							X					
4. Identify / Review Methods for Conducting Analysis							X					
5. Conduct Analysis								X	X			
6. Complete Report										X	X	
7. Public Meeting(s)											X	
8. Final Report to County and State												X

*Place "X" in columns under quarter/ year to indicate when task will be completed. Do not show GA reporting.
*Grants cannot exceed 24 Month

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