



City of Portsmouth Announces the FY 2025 CDBG Public Facility and Accessibility Improvement Grant Program

Program Description

This program supports projects that improve public facilities used primarily by low- to moderate-income persons, increase or maintain decent affordable housing, and remove architectural barriers that prevent individuals from obtaining services or employment at Portsmouth non-profit organizations.

Eligible Agencies

Agencies must have 501(c)(3) tax-exempt status. Agencies must own, or occupy through long-term lease, a facility located in Portsmouth that serves primarily low- to moderate-income persons and/or facility that serves the public and requires the removal of architectural barriers to comply with ADA accessibility. No more than two applications per agency will be accepted.

Grants Available

Minimum award of \$75,000, with maximum up to \$175,000 are available to eligible agencies, subject to CDBG fund availability. Highest priority will be given to projects that are shovel-ready and with a completion date by or before December 30, 2024.

Project Regulatory Compliance

Projects must be in full compliance with procurement processes and documentation required by HUD, including records of quotes solicited and proposals received and outreach to Disadvantaged Business Enterprises (DBEs).

Projects will be subject to an approved environmental review record. Projects will also be subject to Davis-Bacon and Related Acts requirements, including the incorporation of Davis-Bacon wage rates into cost proposals and the submittal of weekly certified payroll for review and approval.

Eligible Expenses

Soft costs including design and engineering of eligible projects, regulatory reviews, and construction labor and materials required for the improvements to be made are generally considered eligible expenses. Grant funds may not be used for standard repairs and maintenance or non-fixed equipment purchases.

Project Beneficiaries

At least 51% of the individuals and/or families served by the facility must earn very low, low or moderate incomes. Beneficiaries may also be disabled persons who require ADA accessibility compliance in order to access services and/or employment at a public facility. Applicants must demonstrate ability to verify and report beneficiary eligibility.

Application Process

Interested agencies are encouraged to contact Elise Annunziata at (603) 610-7281 to discuss their proposal and request an application. Applications—one hard copy and one emailed PDF—must be submitted to the Portsmouth Community Development Department by **12:00 p.m. on Tuesday, August 6, 2024**. See end of NOFO for email and address information.

This is a competitive grant process. All applications are reviewed by Community Development staff, which makes funding recommendations in consultation with the Citizens Advisory Committee.

Organizations awarded grants will be notified by Friday, August 16, 2024 and will receive contracts within 10 business days of award notification. Awarded organizations may only receive reimbursement for approved expenses incurred between July 1, 2024 and June 30, 2025.

For more information

Contact Elise Annunziata, Community Development Director, at eannunziata@cityofportsmouth.com in the Community Development Department, Portsmouth City Hall, 1 Junkins Avenue, Portsmouth, NH 03801.