



**Community & Economic  
Development**

**Community Planning & Housing Division**  
1104 Martin Luther King Jr. Ave  
Lakeland, FL 33805  
Phone (863) 834-3360 Fax (863) 834-6266

February 8, 2021

**Re: 47<sup>th</sup> Year Community Development Block Grant (CDBG)  
Public Service Applications --- Program Year 2021-2022**

Dear Applicant:

The City of Lakeland is currently accepting applications from non-profit organizations seeking funds to provide public service programs for the program year 2021-2022. Note: The application cycles for the Community Development Block Grant (CDBG) and General Fund have been consolidated into one cycle.

The CDBG and General Fund fiscal year begins on October 1, 2021 and ends on September 30, 2022. This is a reimbursement grant. The agency must have incurred and paid for the program expenses during the applicable fiscal year before the City reimburses the agency.

CDBG eligible activities must be located within the Lakeland city limits and must meet all applicable U.S. Department of Housing and Urban Development (HUD) grant requirements. To be eligible for consideration to receive CDBG funds, the proposed activity must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided. The beneficiaries of the service must be low to moderate-income persons who reside in the city limits of the City of Lakeland.

**The following guidelines have been adopted to better serve the citizens of our community:**

- Limit each agency to one application and one category.
- CDBG - Set minimum (\$5,000) and maximum (\$30,000) limits of funds to each agency.
- General Fund – Set minimum (\$1,000) and maximum (\$5,000) for start-up/grass roots organizations – a set-aside will be made available for such grants.
- Utilize HUD classifications for funding categories. (See application)
- Reserve the right to refuse an award based on current policy criteria.
- The following is a list of ineligible items. These requests will disqualify your grant application from consideration:
  - funds for any public school program
  - vehicle purchases – cars, buses, vans, or trucks
  - leases, insurance, or rental of vehicles



**Community & Economic  
Development**

**Community Planning & Housing Division**

1104 Martin Luther King Jr. Ave

Lakeland, FL 33805

Phone (863) 834-3360 Fax (863) 834-6266

- sports related items, equipment, or uniforms
- band uniforms
- cash incentives or stipends
- administrative salaries

Attached is the application form to be used by agencies applying for funding. To compete for funding, have this application completed by your organization and returned to the City of Lakeland, Planning & Housing Division, Attention: Annie Gibson, 1104 Martin Luther King Jr. Avenue, Lakeland Florida 33805 by 4:00 p.m. on **Friday, March 26, 2021**. The deadline will be strictly enforced. The application form is now available online by accessing the City's website at:

<https://www.lakelandgov.net/departments/community-economic-development/housing/>

A schedule of public meetings and hearings is attached. Residents of the community will be informed of all CDBG funding requests and asked to provide comments.

The requests for funds will be reviewed by the City's Affordable Housing Advisory Committee (AHAC) and a recommendation for funding will be prepared for City Commission approval. Your agency will be informed of the Committee's recommendations for funding after the City Commission's approval in July for both CDBG and General Fund grants. Please keep in mind that General Fund availability is dependent upon City Commission approval of the annual General Fund budget.

If you have any questions about the application or whether a proposed activity is eligible, please contact Annie Gibson, Community & Economic Development Department, Planning & Housing Division at 834-3360.

Sincerely,

Annie L. Gibson  
Housing Programs Supervisor

Enclosed: Calendar of meetings



**Community & Economic  
Development**

**Community Planning & Housing Division**  
1104 Martin Luther King Jr. Ave  
Lakeland, FL 33805  
Phone (863) 834-3360 Fax (863) 834-6266

**CITY OF LAKELAND  
CDBG/HOME CALENDAR 47<sup>th</sup> YEAR  
October 1, 2021 – September 30, 2022**

- |                                  |  |
|----------------------------------|--|
| <b>Monday, May 10, 2021</b>      | Public meeting to solicit citizen input on the Five-Year Consolidated Plan and One Year Action Plan & Projected Use of Funds. Location TBD, 6:00 p.m.  |
| <b>Thursday, May 20, 2021</b>    | Regular meeting of the Affordable Housing Advisory Committee (AHAC) to solicit committee and citizen input on the Five-Year Consolidated Plan and One-Year Action Plan. Location TBD, 4:00 p.m.    |
| <b>Monday, June 21, 2021</b>     | Public Hearing before the City Commission to solicit input on the Five-Year Consolidated Plan and One-Year Action Plan. City Hall, City Commission Chamber, 3:00 p.m.                              |
| <b>Monday, July 19, 2021</b>     | Public Hearing before the City Commission to solicit input on and receive final approval of the Five-Year Consolidated Plan and One-Year Action Plan City Hall, City Commission Chamber, 3:00 p.m. |
| <b>Thursday, August 15, 2021</b> | Five-Year Consolidated Plan and One -Year Action Plan due to U.S. Department of Housing and Urban Development, Jacksonville Field Office.  |