



PLANNING & HOUSING DIVISION
1104 MARTIN L. KING, JR. AVENUE
LAKELAND, FLORIDA 33805
Phone 863.834.3360 | Fax 863.834.6266

March 6, 2023

**Re: 49th Year Community Development Block Grant (CDBG)
Public Service Applications --- Program Year 2023-2024**

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 2023-2024.

The fiscal year begins on October 1, 2023 and ends on September 30, 2024. 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.

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 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



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

To compete for funding, the application should be completed by **Friday, March 24, 2023**. The deadline will be strictly enforced. The application is now available online by accessing the City's website at:

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

A calendar of public meetings and hearings is attached. Residents of the community will be informed of all 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 the Housing Department at 863/834-3360 or Adena Kniss at 863/834-3366.

Sincerely,

Michael B. Smith
Housing Programs Manager

Enclosed: Calendar of meetings



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**CITY OF LAKELAND CDBG/HOME
CALENDAR OF MEETINGS
October 1, 2023 – September 30, 2024**

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|---------------------------------|---|
| Monday, May 8, 2023 | Public meeting to solicit citizen input on the One Year Action Plan & Projected Use of Funds. Coleman Bush Building, 6:00 p.m. |
| Thursday, May 25, 2023 | 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. |
| Monday, June 19, 2023 | Public Hearing before the City Commission to solicit input on the One-Year Action Plan. City Hall, City Commission Chamber, 9:00 a.m. |
| Monday, July 17, 2023 | Public Hearing before the City Commission to solicit input on and receive final approval One-Year Action Plan City Hall, City Commission Chamber, 9:00 a.m. |
| Tuesday, August 15, 2023 | One - Year Action Plan due to U.S. Department of Housing and Urban Development, Jacksonville Field Office. |