



ST. TAMMANY PARISH GOVERNMENT  
 Department of Grants  
 Community Development Block Grant  
**STATEMENT OF INTENT**  
 2019-2020



\*Please return completed application by 4pm on May 1<sup>st</sup> to:  
 Dept. of Grants, P.O. Box 628, Covington, LA 70434 or email to  
[jelandry@stpgov.org](mailto:jelandry@stpgov.org)

**1. Organization Information**

Proposed Project Title \_\_\_\_\_

Name of Organization \_\_\_\_\_

Executive Director \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Website address \_\_\_\_\_

E-mail Address \_\_\_\_\_

Requested CDBG Funds \_\_\_\_\_

**2. Eligibility Activities to receive CDBG funds.**

Proposed projects should align with the goals of the St. Tammany Parish's CDBG Comprehensive Plan. Projects must be able to capture the demographic data of the program's beneficiaries (of low to moderate income households – see Attachment A). Please see the attached IDIS MATRIX – CDBG Eligibility Activity Codes and National Objectives (Attachment B).

Check one or more your program areas:

Affordable Housing \_\_\_\_\_ Homelessness Prevention \_\_\_\_\_

Anti-poverty \_\_\_\_\_ Behavioral Health \_\_\_\_\_

Public Transportation \_\_\_\_\_

3. Brief Description of the Project: Please limit your response to one page or less.



**ST. TAMMANY PARISH**  
 PATRICIA P. BRISTER  
 PARISH PRESIDENT

# CDBG Logic Model

INSTRUCTIONS: Using the table below, outline the actions and goals your program intends to achieve. Use rows and space as needed, but each column should include details. If you have questions, please contact the Department of Grants at (985) 867-5095 or [jelandry@stpgov.org](mailto:jelandry@stpgov.org), or you can download the Corporation for [National and Community Service Logic Model Powerpoint](#) or the [W.K. Kellogg Foundation Logic Model Guide](#) for references.

**ORGANIZATION:**

**PROGRAM:**

INPUTS/ RESOURCES	ACTIVITIES	OUTPUTS	OUTCOMES	IMPACT
<i>What is needed to accomplish the activities of the program (# of staff and hours, # of materials, etc)</i>	<i>What actions will be taken to achieve goals</i>	<i>What the activities will create or cause to happen – in quantities (# of participants completing activities, # of classes, # of services provided, etc)</i>	<i>What is the immediate expected change that the activities and outputs will create (qualitative goals)</i>	<i>What is the community or system change that will happen in the long term from this program</i>

**PLEASE NOTE:** A Logic Model is not required for submission of a Statement of Intent, and if submitted with the Statement of Intent it will not guarantee a request for application. However, a Logic Model will be required if an organization is invited to submit a full application for funds. It is included here for reference and as a resource for program design.



ST. TAMMANY PARISH GOVERNMENT  
Department of Grants



COMMUNITY DEVELOPMENT BLOCK GRANT

2019-2020

STATEMENT OF INTENT CERTIFICATION

Signature of Organization Representative with **binding authority**  
below certifies the following statements:

- Organization has no conflict of interests with Parish appointed or elected representatives and does not employ Parish appointed or elected representatives or their families.
- Organization will comply with federal requirements to be observed by organizations being funded with CDBG funds, including compliance with Federal Labor Standards, Section 3, Segregated Facilities, Equal Opportunity, Non-Discrimination, FFATA, Section 109, Title VI and EO 11246. All requirements are described in 24 CFR 570 (CDBG Entitlement Grants).
- Authorized official certifies that this CDBG Statement of Intent has been reviewed and all information provided in this application and attachments are true and correct.

\_\_\_\_\_  
Signature of authorized organization representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Organization

# Attachment A - FY 2018 Income Guidelines

## Income Limits for St Tammany Parish as of April of 2018

Limits are for the household's combined Annual Gross (Before taxes and deductions) Income.  
For all programs, household must be under the income limits for their household size to be qualified.

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# of People in Household	Low (80%) Income Limits	Annual Gross Income includes the following sources but not limited to:
1 Person	\$36,750	§ Monthly Wages § Social Security Benefits § Social Security Disability § Private Pension/Retirement § Private Disability Benefits § VA Benefits § Annuity
2 Person	\$42,000	
3 Person	\$47,250	
4 Person	\$52,500	
5 Person	\$56,700	
6 Person	\$60,900	
7 Person	\$65,100	
8 Person	\$69,300	

Attachment B  
IDIS MATRIX – CDBG Eligibility Activity Codes and  
National Objectives

## Public Services

Use matrix codes in this section for CDBG assisted public services activities.

- It is important to distinguish a service from construction or rehabilitation of a facility where a service is being provided. For example, the construction or rehabilitation of a senior center is coded as 03A, but the funding of services provided at a facility for senior citizens is coded as 05A.
- Rental of a facility for a service is considered a part of delivery of service and should be treated as a public service.
- Operation and maintenance may be paid with CDBG funds only for the portion of the building where a public service is being carried out.
- If the activity is restricted to one client group, use the matrix code for that group. For example, use 05A for senior services.

03T	<p>Homeless/AIDS Patients Programs <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Costs associated with the operation of programs for the homeless or for AIDS patients, such as staff costs, utilities, maintenance, and insurance.</p> <p>Because payment of operating costs for these programs is a public service under CDBG, all CDBG expenditures for 03T activities are included in the calculation of the Public Services cap.</p>
05A	<p>Senior Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services for the elderly. 05A may be used for an activity that serves both the elderly and persons with disabilities provided it is intended primarily to serve elderly. If the activity is intended primarily to serve persons with disabilities, use 05B instead.</p>
05B	<p>Services for Persons with Disabilities <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services for the persons with disabilities, regardless of age.</p> <p>If the activity is intended primarily for elderly persons, use 05A instead.</p>
05C	<p>Legal Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services providing legal aid to low- and moderate-income (LMI) persons.</p> <p>If the legal service is only provided for the settlement of tenant/landlord disputes, use 05K.</p>
05D	<p>Youth Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services for young people age 13 to 19. For example, recreational services limited to teenagers and teen counseling programs. 05D can also be used for counseling programs that target teens but include counseling for the family as well.</p> <p>For services for children age 12 and under, use 05L; for services for abused and neglected children, use 05N.</p>
05E	<p>Transportation Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>General transportation services.</p> <p>Transportation services for a specific client group should use the matrix code for that client group. For example, use 05A for transportation services for the elderly.</p>

05F	<p>Substance Abuse Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Substance abuse recovery programs and substance abuse prevention/education activities. If the services are provided for a specific client group, the matrix code for that client group may be used instead. For example, substance abuse services that target teenagers may be coded either 05D or 05F.</p>
05G	<p>Services for victims of domestic violence, dating violence, sexual assault or stalking <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services for victims of domestic violence, dating violence, sexual assault or stalking. For services limited to abused and neglected children, use 05N.</p>
05H	<p>Employment Training <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Assistance to increase self-sufficiency, including literacy, independent living skills, <b>resume writing, job coaching, "how to get and keep a job" training, or training</b> students in a particular field on skill when there is no tie to a specific position or business. For activities providing training for specific permanent jobs with specific businesses, use 18A</p>
05I	<p>Crime Awareness/Prevention <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Promotion of crime awareness and prevention, including crime prevention education programs, community-oriented policing programs above and beyond normal staffing levels, installation of security cameras, and paying for security guards.</p>
05J	<p>Fair Housing Activities (subject to Public Services cap) <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Fair housing services (e.g. counseling on housing discrimination) as public services. The activity needs to meet a national objective. For fair housing services activities carried out as part of general program administration (and thus not required to meet a national objective), use 21D.</p>
05K	<p>Tenant/Landlord Counseling <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Counseling to help prevent or settle disputes between tenants and landlords.</p>
05L	<p>Child Care Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services that will benefit children (generally under age 13), including parenting skills classes. For services exclusively for abused and neglected children, use 05N.</p>
05M	<p>Health Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Services addressing the physical health needs of residents of the community. For mental health services, use 05O.</p>
05N	<p>Services for Abused and Neglected Children <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Daycare and other services exclusively for abused and neglected children.</p>



05O	<p>Mental Health Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i>  Services addressing the mental health needs of residents of the community.</p>
05P	<p>Screening for Lead Poisoning <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i>  Activities undertaken primarily to provide screening for lead poisoning.</p> <p><i>Note:</i></p> <ul style="list-style-type: none"> <li>• <i>Use 05P to test people for possible lead poisoning.</i></li> <li>• <i>Use 14I to test buildings/properties for presence of lead contamination.</i></li> </ul>
05Q	<p>Subsistence Payments <i>24 CFR 570.207(b)(4) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i>  One-time or short-term (no more than three months) emergency payments on behalf of individuals or families, generally for the purpose of preventing homelessness. Examples include utility payments to prevent cutoff of service, and rent/mortgage payments to prevent eviction.</p>
05R	<p>Homebuyer Downpayment Assistance - Excluding Housing Counseling under <i>24 CFR 5.100 24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i>  Homebuyer downpayment assistance provided as a PUBLIC SERVICE. If housing counseling (under <i>24 CFR 5.100</i>) is provided to in conjunction with downpayment assistance, report housing counseling separately under matrix code 05Y. If referral services, homeownership education programs, or general budget/financial counseling are provided to homebuyers in conjunction with downpayment assistance as part of a package, then the services are considered activity delivery costs as a part of an 05R activity.</p> <ul style="list-style-type: none"> <li>• It is subject to the public service cap, unless the assistance is provided by a CBDO in an NRSA or by a 105(a)(15) entity.</li> <li>• Only report the number of households that received downpayment assistance as accomplishments for 05R.</li> <li>• For more extensive types of homeownership assistance provided under authority of the National Affordable Housing Act, use code 13B.</li> </ul>
05S	<p>Rental Housing Subsidies <i>24 CFR 570.204 or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i>  Tenant subsidies exclusively for rental payments for more than three months. Activities providing this form of assistance must be carried out by CBDOs or 105(a)(15) entities.</p>
05T	<p>Security Deposits <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i>  Tenant subsidies exclusively for payment of security deposits.</p>

05U	<p>Housing Counseling only, under 24 CFR 5.100 <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Housing counseling, under 24 CFR 5.100, for renters, homeowners, and/or potential new homebuyers that is provided as an independent public service (i.e., not as part of another eligible housing activity).</p>
05V	<p>Neighborhood Cleanups <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>One-time or short-term efforts to remove trash and debris from neighborhoods. Examples of legitimate uses of this code include neighborhood cleanup campaigns and graffiti removal.</p>
05W	<p>Food Banks <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Costs associated with the operation of food banks, community kitchens, and food pantries, such as staff costs, supplies, utilities, maintenance, and insurance.</p>
05X	<p>Housing Information and Referral Services <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>An activity that provides housing information, education, and referral services, or general budget/financial counseling that does not meet the 24 CFR 5.100 definition of Housing Counseling.</p>
05Y	<p>Housing Counseling under 24 CFR 5.100 Supporting Homebuyer Downpayment Assistance (05R) <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>Housing Counseling, under 24 CFR 5.100, that is provided to in conjunction with homebuyer downpayment assistance (05R) as a public service.</p>
05Z	<p>Other Public Services Not Listed in 03T and 05A-05Y <i>24 CFR 570.201(e) or 42 USC 5305(a)(8) + 24 CFR 570.482(c)(2)</i></p> <p>This matrix code replaced matrix code 05. Only use this matrix code when an activity does not fall under a more specific 05A-05Y code.</p> <p>An example of a legitimate use of this code is when the CDBG funds are provided to a non-profit organization that provides multiple types of social services for operating costs. In another example, when a public service activity that does not have a more specific matrix code, provides services to multiple groups of clients such as seniors, <b>persons with disabilities, and homeless persons.</b> For instance, for a “meals on wheels” program for seniors and persons with disabilities, use 05Z. If this program had only been available to seniors, the correct matrix code would have been 05A.</p>