



FUNDING APPLICATION

IMPORTANT NOTE: Four response fields in this application contained *more text* than can be viewed on this form. You can view the missing text at the very end of this form, immediately after the "FUNDING APPLICATION ADDENDUM."

ECONOMIC DEVELOPMENT PROJECTS

SUMMARY INFORMATION

GENERAL INFORMATION

Applicant Legal Name:	
Project Name:	
Funding Amount Requested:	

PROJECT INFORMATION

Project Location(s):				
Project Goal(s) <i>(be specific and succinct):</i>				
Priority Need(s) Which Project Will Address (Consolidated Plan):				
Minimum Number of LMI Individuals You Commit to Placing in Permanent Employment:		Number of Micro-Enterprises to Be Assisted:		Number of New LMI Jobs to Be Created:
Characteristics of Individuals to Be Placed in Employment (i.e., youth, disabled, formerly incarcerated, etc.):				
Proposed Use of Requested Funds (i.e., staff salaries, materials, participant stipends, etc.):				
Total Project Cost:		Total Budgeted Matching Funds:		

CONTACT INFORMATION

Head of Agency Information	
Name:	
Title:	
Address:	
Phone Number:	
E-Mail Address:	
Application Contact Information	
Name:	
Title:	
Address:	
Phone Number:	
E-Mail Address:	

PROJECT DESCRIPTION

In the space below, provide a clear project summary that includes a description of the proposed project. Include the Census tract number in which the project will be located (see Application Instructions). If your project includes job placement, list your employer partners and describe the commitments they have made to the project.



INSERT EXCEL BUDGET SPREADSHEET(S) IMMEDIATELY AFTER THIS PAGE.

PROJECT DESCRIPTION (cont.)

Explain how the amount of funding requested is justified, taking into account other available sources of funding for the project type. Explain how, and when, the cost estimates for the project were prepared. Provide the name, title, company name, and qualifications of the individual who prepared the cost estimates.

Is the proposed activity located in the Flood Hazard Area? Yes No

- If so, in the space below, describe how your plans for the project take this into account.

Does the project require coordination with, or participation of, another entity or organization (including employer partners)? If so, how will you ensure the project's successful and timely completion?

POPULATION SERVED & PROJECT IMPACT

If your project will provide job training and placement, describe the population the project will serve, being sure to include income levels (i.e., 30% AMI, 50% AMI, 80% AMI), and any special needs. How has the project been designed to address the specific needs of this population?

Explain the project goal(s). How will each goal be measured and documented to confirm whether or not it has been met?

POPULATION SERVED & PROJECT IMPACT (cont.)

Will your project advance the City's goal of ending and preventing homelessness? How?

A large, empty rectangular box with a thin black border, intended for the applicant to provide a detailed response to the question about ending and preventing homelessness.

Will your project advance the City's goal of moving people out of poverty? How?

A large, empty rectangular box with a thin black border, intended for the applicant to provide a detailed response to the question about moving people out of poverty.

PROMOTION OF FAIR HOUSING

How will your project address any of the factors contributing (“Contributing Factors”) to fair housing issues and problems in the City of Ithaca? Refer to: [Explanation of IURA Assessment of Fair Housing Contributing Factors](#) document.

ORGANIZATIONAL CAPACITY

Describe your organization's experience in successfully implementing projects of similar scope and comparable complexity to the proposed project.

Describe your staffing plan for the proposed project. Indicate what percentage of each staff member's time will be allocated to this project and how many other projects, in addition to the one proposed, each staff member will be responsible for. *If you are requesting funds to pay for staff salaries, please explain how the proposed project will be impacted, if full funding is not awarded.* If the project is collaborative, explain how participating organizations will work together and who will be the lead.

PAST IURA FUNDING

If your organization received funding from the IURA in the past two program years, please complete the following table(s):

2021 Project Name:	
Amount of Funding Awarded:	
Amount Reimbursed to Date:	
Total Number of Projected Placements or Jobs Created:	
Total Number of Placements or Jobs Created to Date:	

2022 Project Name:	
Amount of Funding Awarded:	
Amount Reimbursed to Date:	
Total Number of Projected Placements or Jobs Created:	
Total Number of Placements or Jobs Created to Date:	

PROJECT SCHEDULE

Month	Specify Project Milestone/Actions Completed	Cumulative Amount of CDBG Funds Expended	% of Project Budget
November 2023			
December 2023			
January 2024			
February 2023			
March 2024			
April 2024			
May 2024			
June 2024			
July 2024			
August 2024			
September 2024			
October 2024			
November 2024			
TOTAL:			

Note: Assume contracts will be executed by NOVEMBER 1, 2023, so funds may be drawn that month.

CERTIFICATION & SUBMISSION REQUIREMENTS

By checking this box and providing the following information, I certify the statements made in this application are true and correct, and I am authorized to submit this application on behalf of my organization.

Name

Date

Organization

Title/Role

E-Mail Address

Phone Number

Is your organization a 501(c)(3)? Yes No

Federal Tax ID: _____

DUNS #: _____

Required Attachments:

- Excel budget page(s)
- For projects that will “CREATE OR RETAIN LMI JOBS,” please add following business/financial information:
 - Projected profit and loss statement for three years
 - Balance sheet and profit and loss statements for past three years
 - Current business financial statements (less than 90 days old)
 - Current business debt schedule (e.g., notes, mortgages and accounts payable > 90 days)
- If applying for funding portion of a MIXED-USE PROJECT, please submit “Uses & Sources” table for complete project cost.
- Resumés of key staff and/or consultants who will be responsible for this activity
- List of your organization’s current board members
- Letter(s) of commitment from any other individuals or entities (outside your own organization) whose participation is required for project completion
- Evidence of commitment for any funds indicated as “secured” in your project budget
- Most recent Form 990 or tax returns for the applicant entity

Optional Attachments:

- Letters of support
- Program materials (e.g., brochures, program guidelines, marketing materials)

IMPORTANT: Unlike prior years, all application materials are to be submitted *electronically*, by e-mailing Charles Pyott, Contracts Monitor, at: cpyott@cityofithaca.org . Call (607) 274-6565 for questions/assistance.

ALL PROJECT CATEGORIES

FUNDRAISING INITIATIVES

Regarding the secured vs. unsecured funding section of your Excel budget application form, please describe in detail below what fundraising initiatives your organization has undertaken over the past year and/or plans to undertake in the year ahead to identify/secure additional funding and ensure the financial viability of your project/program (even if you have pursued funding that was declined by the time of your IURA application). The IURA is interested in knowing what your organization does or will be doing on an ongoing basis to support the program/project.

Program Year 2023
HUD Entitlement Grant Program
FUNDING APPLICATION
ECONOMIC DEVELOPMENT PROJECTS
BHU Pre-Apprenticeship Program

FULL TEXT FROM FIELDS DESCRIBED ON PAGE 1

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PROJECT INFORMATION

Project Goal(s) (be *specific and succinct*): Our objective is to bring forth paid training in the field. We will be working with local businesses to contract with us to construct new facilities and renovations in the city and surrounding areas. This will allow our participants to receive hands-on training in the different fields of the trades and skilled labor. Giving them the basic skills necessary to feed into Ithaca City jobs, local trades and unions, Tompkins County jobs, and other private sectors of skilled trades and laboring. In collaboration with My Brothers Keeper Ithaca (MBKI), local unions of the Northeastern Region, City of Ithaca, TC3, and a number of local organizations we are in the process of creating a program that will help create opportunities for black and brown people to have careers in the trades. This will be designed as a pre-apprenticeship program (BPP), the many components of the program are designed to give participants everything that is needed to create a life that is uplifting for themselves and their families. BPP will also address the incredible disparity in unemployment rates for Black and Brown people and increase diversity in the various local trades and skilled labor unions.

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Program Outline & Details: PER CYCLE

Week 1) This week participants will become acclimated to the program

Complete an assessment of practical tradesman knowledge

Educational Aptitude Survey

Catalog the needs of each participants eligibility and documentations

Overall outline of the program and its purpose and expectations

Week 2)

Working towards completion of paperwork and documentation

Beginning of AFCU classes

Meet and greet the trades (a trainer come to explain their trade of expertise)

Safety Osha 10

Begin studies (school/trade tests)

Week 3)

Continue on paperwork and documentation

CPR training

Meet and greet the trades
AFCU Classes
Continued studies (school/trades)
Begin trade and union visitations
Week 4)
AFCU Classes continue
Beginning to find career path and goals
Meet and greet the trades
Continued studies (school/trades)
Aptitude assessments (growth/development)
Trade and union visitation
Week 5)
AFCU Classes continue
Beginning to find career path and goals(Get PPE & Basic tools)
Meet and greet the trades
Continued studies (school/trades)
Aptitude assessments (growth/development)
Trade and union visitation
Week 6)
AFCU Classes continue
Beginning to find career path and goals
Meet and greet the trades
Continued studies (school/trades)
Aptitude assessments (growth/development)
Trade and union visitation
Hands on experience
Begin application process
Internships (hands on experience)
Week 7)
AFCU Classes continue
Beginning to find career path and goals
Meet and greet the trades
Continued studies (school/trades)
Aptitude assessments (growth/development)
Trade and union visitation
Hands on experience
Continue application process
Continued Internships
Week 8)
AFCU Classes continue
Beginning to find career path and goals
Meet and greet the trades
Continued studies (school/trades)
Aptitude assessments (growth/development)
Trade and union visitation
Hands on experience
Secure employment
Week 9)

GRADUATION & CERTIFICATION

Employment & Partners -

2 to 3 graduates per year (secure hiring)

Participate in classroom training

Provide internship

Provide PPE & Basic tools

Classroom experience

9 weeks

Two month mentoring

Placement

Number of cohorts 12 participants

Year 1 - 2 to 3

Year 2 - 3 to 4

Partners, Programs & Organizations Duties.

Alternatives Federal Credit Union: Banking and Education Alternatives will be running constant workshops on how to save and deal with currency. Also helping with building credit and credit education. Alternatives will also be taking care of all banking for participants and the program.

Business Leaders Of Color: Business and Education

B.L.O.C. will be running constant workshops on how to run and establish businesses.

Trades and Unions: Work & Education

Each union and trade will be supplying the participants with any and all knowledge and materials necessary for each individual's specific trade and Union Needs. Also facilitators.

City Of Ithaca: Work & Education

C.O.I. will be supplying the participants with any and all knowledge and materials necessary for each individual's specific trade or needs. Also facilitators if needed

Tompkins County: Funding/ Job services

Black Hands Universal: Education & Facilitation

B.H.U. will recruit and draw in participants. Also all needs of each individual will be met. Everything from help attaining a license, getting one's GED/TASK, to help with social security cards. Also certifications such as OSHA/Lead. Building Facilitation and on site training.

Child Development Council: Education and Facilitation

Cayuga Medical: Work, Education and Facilitation

TC Action: Work, Education and Facilitation

BOCES: Education and Facilitation

BLOCPower: Funding/ Training/ Job source

Big Red Driving School: Licensing

Agreements:

All representing unions, trades, and companies will help train participants as they learn and go through the pre-apprenticeship program.

All representing unions, trades, and companies will supply and equip each individual participant with all trades needs and materials.

ORGANIZATIONS AND COMPANIES

United Association Plumbers, Steamfitters, & HVAC: Marcus Williams

International Brotherhood of Electrical Workers: Dale

City Of Ithaca: Anisa Mandizabal/Faith Vavre/Charles Pyott/

Ithaca City Human Resources: Shelley Nun

Buildings Trade: Todd Brewer

Laborers Union: Marcus Willamy

Carpenters Union: Erin Williams

A.F.C.U.: Kathleen Clark

B.L.O.C.: Gladys Brangman

N.Y.S. Parole: Randy Kunzman

Child Development Council: Kate Canino

Cayuga Medical Center: Herbert Alexander

Historic Ithaca: Susan Holland

Tompkins County Probation: Dan Cornell

TC3/Common Council: Deborah Molenhoff

Common Council: George McGonigal

B.H.U.: Harry Smith

Painters & Allied Crafts: Frank Stenton

We will have our youth this summer and fall working and shadowing our instructors on the West Village property as well as our adults. They will be learning hands on in preparation for full employment in one of the many choices of employment opportunities we have developed in our relationship with the trades and unions as well as other organizations. Also work will be done at the Forest City Lodge this summer as we commemorate Ithaca youngest BIPOC organization in partnership with our cities oldest BIPOC organization in its restoration. Also this summer we will be offering the skill set of farming and agriculture as a lead to a new career with the many community gardens that we will be running also.

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2 CYCLE Budget (6-9 months) start March 2023-2024

NUMBER	NEED	1stCYCLE	2ndCYCLE	TOTAL
15	Stipends		\$27,000	\$27,000
				\$54,000

2	Instructors	\$4,500 \$3,600	\$4,500 \$3,600	\$9,000 \$7,200
1	Director	\$12,000	\$12,000	\$24,000
1	Secretary	\$3,060	\$3,060	\$6,1200
1	Accountant	\$2,400	0	\$2,400(yr)
4	Student Aides	\$1,500	\$1,500	\$3,000
15	Uniforms	\$1,500.	\$1,500	\$3,000
15	Tools	\$ 3,000	\$ 3,000	\$6,000
*	Paper/Ink	\$250	\$250	\$500
*	Internet	\$250	\$250.	\$500
*	Electric	\$250	\$250	\$500
*	Phones/Services	\$250	\$250	\$500
15	Certifications(OSHA)	\$4,800	\$4,800	\$9,600

Grand Total:\$123,200 (\$125,000)

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Describe your staffing plan for the proposed project. Indicate what percentage of each staff member’s time will be allocated to this project and how many other projects, in addition to the one proposed, each staff member will be responsible for. *If you are requesting funds to pay for staff salaries, please explain how the proposed project will be impacted, if full funding is not awarded.* If the project is collaborative, explain how participating organizations will work together and who will be the lead.

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