
FY17 CDBG TIMELINE

- March 01, 2017** **Applications posted**
- March 07, 2017** **Public hearing notice posted in Xenia & Fairborn Gazette**
- March 23, 2017** **1st Public hearing at 1:15 PM**
Commission's Conference Room
35 Greene Street
Xenia, OH 45385
- March 30, 2017** **Informational meeting @ Xenia Community Library at 6:00 PM**
MANDATORY if you plan on applying for FY17 funds
76 E Market St
Xenia, OH 45385
- April 19, 2017** **Application due to Department of Development by 4:00 PM**
- May 04, 2017** **Summary from applications to BOCC at 1:45 PM**
Commission's Conference Room
35 Greene Street
Xenia OH 45385
- June 01, 2017** **2nd Public hearing at 1:15 PM (projects awarded)**
Commission's Conference Room
35 Greene Street
Xenia, OH 45385

GREENE COUNTY
DEVELOPMENT

FY17 APPLICATION INSTRUCTIONS

1. Total proposed activities must be such that they can be completed between April 1, 2018 and December 31, 2019.
2. All non-residential construction and improvements must **MEET OR EXCEED STATE BUILDING CODES**.
3. Cost estimates must be itemized, signed and provided by a qualified source (i.e. Engineer, Architect, County Engineer, Contractor, etc.) that would not directly be involved in the project grant agreement. The estimate must be obtained from a contractor on their letterhead and indicate the estimated cost of the activity, the basis for that estimate in terms of quantities or other unit cost and the period for which the estimate will be accurate.
4. All cost estimates for construction projects with an estimated cost of \$2,000 or more **MUST INCLUDE** federal prevailing wage.
5. Chip and seal or gravel base road improvements are not eligible.
6. Fire departments must provide a complete list of equipment needed to meet specific safety requirements of the Industrial Commission of Ohio Relating to Fire Fighting, ORC 4121:1-21, along with their itemized list of equipment request and estimate(s) of cost.
7. **ONLY** the county may enter into contracts for your project.
8. If you are committing other funds to the project and/or if other sources of funds are included in this project, copies of letters, resolutions, ordinances, etc., committing these funds must be submitted at the time of the application to the County Commissioners.
9. Attach letter(s) from agency(s) requiring improvements, if applicable.
10. If your project is over \$50,000 and will require bidding, **please include the cost to have consultant or engineering fees included in your total amount of request to prepare your packet for bid.**
11. Organizations (other than local government) must submit a copy of their Articles of Incorporation and Bi-Laws.

Application due date: April 19, 2017 by 4:00pm

Applicant must be present at the March 30, 2017 Mandatory stakeholder informational meeting to submit an application.