

City of Gardner

FY2019

Community Development Block Grant

Request for Proposals

The City of Gardner, acting through its Department of Community Development and Planning (DCDP), invites interested parties to develop and submit proposals for its FY2019 Community Development Block Grant application. As a Mini-Entitlement community, the City is eligible to receive up to \$825,000 from the Massachusetts Small Cities Program administered by the Department of Housing & Community Development (DHCD).

To be considered, proposals must meet these threshold criteria:

- Comply with National Objective;
- An eligible activity under Title I of the Housing and Community Development Act of 1974;
- Consistent with local planning documents (e.g. Community Development Strategy);
- Consistent with needs assessments developed by Community Action Agencies (if applicable).
- Located within a designated target area (if applicable).

Proposals must be received by 4:00 p.m., Wednesday, October 24, 2018 at the DCDP office in Room 202, Manca Annex, 115 Pleasant Street, Gardner, MA 01440. Postmarks and facsimiles are not acceptable. A proposal packet, containing information about threshold requirements, cost reasonableness, submittal forms, timelines and other pertinent information is available at the DCDP offices, Monday through Thursday from 8:00 a.m. until 4:00 p.m. and Friday from 8:00 a.m. until 12:30 p.m. This information is also available on the City's website www.gardner-ma.gov.

DCDP will conduct a **briefing on Wednesday, October 3rd at 3:00 p.m.** in the Robert L. Hubbard Conference Room, City Hall Manca Annex, 115 Pleasant Street, Gardner MA 01440. **Proponents are required to attend.**

The Manca Annex is accessible to handicapped persons. Translation into other languages or for the hearing impaired is available upon prior request. For more information or further assistance, contact the DCDP at (978) 630-4011 x1.

By: Department of Community Development and Planning
Joshua Cormier, Assistant Director