

Berkeley County is now accepting applications for Community Development Block Grant funding. Please find the application and other pertinent information regarding the application process by clicking on **CDBG Information** under the Explore section of this page.

This funding cycle is for the Program Year (PY) 2022. For PY 2021, Berkeley County was allocated approximately \$1.2 million from HUD. With that allocation, six projects were awarded funding for various projects around the county. The County is expecting to receive the same allocation for PY 2022.

APPLICATION INSTRUCTIONS

- A complete application must be turned in no later than the posted deadline. **NO EXCEPTIONS**
- Incomplete applications may not be considered.
- A separate application must be submitted for each project from an organization.
- Berkeley County cannot provide a personal or for-profit grant.
- All non-profit applicants must be registered at <http://sam.gov> when the application is submitted so that a search can be conducted regarding debarment from receiving federal funds. There is no cost for this registration. The legal name and address of the entity applying, and the DUNS number must be the same as the application for funding. When registering or updating the sam.gov registration, the applicant must opt-in for public view.
- The Conflict-of-Interest **MUST** be completed by all board members of officers, all senior staff and all staff directly involved in the proposed CDBG activity/program and included with the application.
- Applicants should demonstrate a clear understanding of all aspects of proposed project and provide detailed documentation of such. (Secured leveraged funding, cost estimates and design drawings from engineering firms, long term maintenance plans, etc.)

LOW – AND – MODERATE – INCOME REQUIREMENTS

- Please refer to the eligibility information document for CDBG and 24 CFR 570.200 of the Code of Federal Regulations Document for additional information.

APPLICATION PACKAGE SUBMISSION

DUE DATE: **Monday 31 January 2022 – MUST BE RECEIVED BY 4:00 p.m.**

SUBMIT TO: Cecilia Anthony, CDBG Specialist
Finance Department
P.O. Box 6122
Moncks Corner SC 29461

For questions, please contact Cecilia Anthony at (843) 719-4766, or email
cecilia.anthony@berkeleycountysc.gov

APPLICATION CHECKLIST

Review Eligibility Information and CDBG Frequently Asked Questions to determine if your program or project is eligible for funding.

Download all necessary application materials from the County's website
<https://berkeleycountysc.gov/dept/finance/grants/grants-program/>

Applications must be completed, submitted, and **received by 4:00 p.m. Monday 31 January 2022**

Late applications **WILL NOT** be considered.

Incomplete application packages **MAY NOT** be considered.

Items must be provided, **IN THE ORDER LISTED**, as an Application package, as described herein or application may be disqualified. This includes, but is not limited to, incomplete copies, out of order pages and missing pages in the original and copies.

All submitted documents (application and attachments) **MUST BE:**

- Unbound
- No tabs
- No staples
- Single sided
- All pages must be 8.5 x 11 sheets of paper

APPLICATION PACKAGE:

Submit the following:

- **1 ORIGINAL Application** with original signatures including Statement of Assurances signed by authorized official and all attachments.
- **9 COMPLETE COPIES**, including all attachments
- **1 Copy Conflict of Interest Form (original signature)**
- **1 Copy Organizational Chart**
- **1 Copy List of Board Members**
- **1 Copy Organization's Total Annual Budget**