



Office of Economic and  
Community Development

June 2, 2014

Re: **City of Scranton  
Community Development Block Grant Program (CDBG)  
HOME Investment Partner Program (HOME)  
Emergency Solutions Program (ESG)  
2015 Applications**

It is that time of year again when the City begins planning for our 2015 federal funding through the U. S. Department of Housing and Urban Development (HUD) for CDBG, HOME and Emergency Solutions Grant funding.

***"The applications are available on line by logging onto [www.scrantonpa.gov](http://www.scrantonpa.gov) (Department; OECD)".***

The City of Scranton is also preparing to submit to the U. S. Department of Housing and Urban Development (HUD) with the 2015 Action Plan the Five Year Consolidated Plan for 2015 – 2019. OECD is requesting assistance from all of Scranton's professionals, citizens and non-profits to assess our affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the Community, Planning and Development formula block grant programs for the next five years.

Every year, the demand for Community Development Block Grant Program (CDBG), HOME Investment Partnership Program (HOME Program) and Emergency Solutions Grant Program (ESG) funds exceeds the amount available to the City of Scranton. ***The City of Scranton has implemented an "Evaluation Criteria" for each application received that will scored on "Need; Feasibility and Readiness; Capacity of the Applicant; and Financial Completeness"***. A copy of the Evaluation Criteria can be reviewed by logging on to [www.scrantonpa.gov](http://www.scrantonpa.gov) (Department; OECD). The City is therefore committed to funding projects that are ready to proceed immediately following execution of contracts and can be completed within a year. Unspent funds remaining at the end of the agreement term may be reprogrammed (allocated to other pertinent uses) by Scranton City Council. Plan your proposed projects accordingly.

If approved for funding, agencies may not submit a request to revise the "project category" or the "project description" listed in the application form. However, the City of Scranton's Office of Economic and Community Development (OECD) reserves the right to make revisions to the proposed scope of work/scope of services and/or budget line items during contract negotiations in order to improve the benefit to low to moderate-income City residence and/or communities to be served.

Finally, these funds, if awarded, are NOT an on-going source of support. If you receive funding this year, there is no guarantee that approved projects will receive funding in subsequent years especially if the performance of the agency did not perform satisfactorily or expended funds in a timely manner.

**Please read the applications over carefully. If you are requesting funding for more than one activity a separate application with the correct funding source must be submitted to this office. Please make sure that you fill out the correct application for the correct funding source. Again you may obtain a copy on line at [www.scrantonpa.gov](http://www.scrantonpa.gov) (Department; OECD) Please fill out and submit one original and one copy no later than Friday, August 8, 2014 to:**

**Office of Economic and Community Development  
Municipal Building  
340 North Washington Avenue  
Scranton, Pennsylvania 18503**

If you have any questions concerning this application please do not hesitate to contact my office at 570/348-4216, Ext. 110 we will be happy to assist you.

Sincerely,



Linda B. Aebli  
Executive Director

LBA/