

CITY OF CINCINNATI

Application for Organizations Qualifying as a HUD-Defined Community Based Development Organization – Calendar Year 2024

Agency Name: _____

A qualified Community Based Development Organization (CBDO) is an organization which meets the following criteria HUD regulation 24 CFR 570.204 in at least one of the three sections listed below. Check the appropriate section for your organization. Only complete ONE section.

Section 1: Must meet all eight components and must submit a Board Member Profile Form for each member certified as meeting the low-income representation criteria. A Board Member Profile Form is included with this application.

- Is an association or corporation organized under State or local law to engage in community development activities (which may include housing and economic development activities) primarily within an identified geographic area of operation within the jurisdiction of the City of Cincinnati; and
- Has as its primary purpose the improvement of the physical, economic or social environment of its geographic area of operation by addressing one or more critical problems of the area, with particular attention to the needs of persons of low and moderate income; and
- May be either non-profit or for-profit, provided any monetary profits to its shareholders or members must be only incidental to its operations; and
- Maintains at least 51 percent of its governing body's membership for low- and moderate-income residents of its geographic area of operation, owners or senior officers of private establishments and other institutions located in and serving its geographic area of operation, or representatives of low- and moderate-income neighborhood organizations located in its geographic area of operation; (See Board Member Profile Form which must be completed for each Board member as applicable to this section) and
- Is not an agency or instrumentality of the City of Cincinnati and does not permit more than one-third of the membership of its governing body to be appointed by, or to consist of, elected or other public officials or employees or officials of an ineligible entity; and
- Requires the members of its governing body to be nominated and approved by the general membership of the organization, or by its permanent governing body; and
- Is not subject to requirements under which its assets revert to the City of Cincinnati upon dissolution; and
- Is free to contract for goods and services from vendors of its own choosing.

OR

Section 2: A CBDO that does not meet the criteria in Section 1 may also qualify as an eligible entity under this section if it meets one of the following requirements:

- Is an entity organized pursuant to section 301(d) of the Small Business Investment Act of 1958 (15 U.S.C. 681(d)), including those which are profit making; OR
- Is an SBA approved Section 501 State Development Company or Section 502 Local Development Company, or an SBA Certified Section 503 Company under the Small Business Investment Act of 1958, as amended; OR
- Is a Community Housing Development Organization (CHDO) under 24 CFR 92.2, designated as a CHDO by the HOME Investment Partnerships program participating jurisdiction, with a geographic area of operation of no more than one neighborhood, and has received HOME funds under 24 CFR 92.300 or is expected to receive HOME funds as described in and documented in accordance with 24 CFR 92.300(e).

OR

Section 3: Supporting documentation required:

- Project Description – please describe the services (current or proposed) to be funded with the Community Development Block Grant (CDBG) funds.
- Articles of Incorporation (provide copy) – Must identify the activities that the agency performs and the geographic area of operation.
- By-Laws (provide copy) – Must include a statement of the community economic activity and the geographic area of operation.
- A list of the governing body, of which 51% of its membership meet the following criteria:
 - Low- and moderate-income residents (or presumed low- and moderate-income resident) of the agency’s geographic area of operation; **OR**
 - Owners or senior officers of private establishments and other institutions located in and serving the agency’s geographic area of operation; **OR**
 - Representatives of low- and moderate-income neighborhood organizations located in the agency’s geographic area of operation.
- Self-certification forms for each Board Member meeting the 51% criteria:
 - Self-certification form for each low- and moderate-income resident (or presumed low- and moderate-income resident) of the agency’s geographic area of operation; **OR**
 - Self-certification form for each business owner and/or senior officer of a private establishment and other institutions located in and serving the agency’s geographic area of operation; **OR**
 - Self-certification form for each neighborhood organization representative located in the agency’s geographic area of operation