



# Northern Marianas Housing Corporation

*Application for Program Year 2023  
Community Development Block Grant (CDBG)*



## Community Development Block Grant (CDBG) Program Regulations

A. Proposers must ensure that their projects meet the mandatory CDBG requirements.

The following are the CDBG requirements:

- i. Project must be an eligible activity as per 24 CFR 570.201
- ii. Project must ensure that it meets the CDBG National Objective
- iii. Project meets the priorities and objectives set forth in the CNMI's consolidated plan
- iv. Projects must undergo Environmental Review Process and must pass all Environmental requirements.
- v. Proposers must have the administrative and financial capacity to carry out the proposed activity.

B. Submitted projects with incomplete attachments, do not meet CDBG program regulations, projects do not pass the environmental review process, and are not ready-to-go projects will not be entertained.

C. NMHC has attached the following for the proposer to review and ensure that their proposal meets the CDBG mandatory requirements.

- 24 CFR 570.200: General Policies
- 24 CFR 570.201: Eligible Activities
- 24 CFR 570.207: Ineligible Activities
- 24 CFR 570.208: CDBG National Objective
- CNMI Consolidated Plan

***\*\*\*notes: you may view the Consolidated Plan at [www.nmhc.gov.net](http://www.nmhc.gov.net) reports section click on the sub-section titled "Planning Division". If you may have any questions please feel free to contact our office at 234-6866/9447 or email [planner@nmhc.gov.net](mailto:planner@nmhc.gov.net)***



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**For the following items listed below please attached documentation to the application:**

Please be advised that submitted projects with incomplete attachments, do not meet CDBG program regulations, and are not a ready-to-go projects will not be entertained.

**Checklist:**

- Executive Summary
- Needs Assessment
- Performance Measurement
- Organizations Financial Information/Statements
- Organizations DUNS #
- Organization Capacity
- Maintenance Plan
- Land Designation
- Environmental Assessments
- A&E Design & Specifications/Scope of Work  
(for construction and rehabilitation projects)
- Budget
- Other Funding Source other than CDBG Funding
- Maps & Plans (ex. property map, survey map)
- Government Support (if any)
- Community Support (if any)

***Additional Documentations for Non-Profit or Community Based Organizations:***

- 501(c)3 Designation
- By-laws of the organization
- Financial Statements (if any)
- Listing of Officers and Members



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**Date:**

**Proposer/Organization Name:**

**Organization's DUNS #:**

**Contact Person (s):**

**Email:**

**Address:**

**Contact No.:**

**Type of Organization:**

**Government Organization:**  
*Agency/Department Name:* \_\_\_\_\_

**Non-Profit**  
*Organization Name:* \_\_\_\_\_

**Project Title:**

**Project Cost:**

**Project Type:**

**Public Facility**  
*Type of Public Facility:* \_\_\_\_\_

**Public Service**  
*Type of Public Service:* \_\_\_\_\_

**Other Funding Sources, other than CDBG and Amount:**



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**List Organization's Officers and Authorized Representative:**

**Is there a legally executed document designating a parcel or parcels of land for the proposed project?**

- Yes (pls. attached land designation document)
- No (it is required that you submit the required documents before the public hearing)

**Is the proposed project site been environmentally assessed:  
(phase I environmental assessment)**

*Note: NMHC may assist in the phase I environmental assessment. Advance notice is needed to assist with your project.)*

- Yes (please provide Original Copy of Phase I Environmental Assessment)
- No

**In the event that the proposed project is approved who will be the Authorized Entity to acknowledge and take full responsibility of the project?  
(e.g. maintenance and upkeep of the project)**



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**Prepared by:** \_\_\_\_\_  
**Print Name/Title**

**Signature:** \_\_\_\_\_

**Authorized by:** \_\_\_\_\_  
**Print Name/Title**

**Signature:** \_\_\_\_\_