MAYOR
George B McGill

ACTING CITY ADMINISTRATOR
Jeff Dingman

CITY CLERK
Sherri Gard

BOARD OF DIRECTORS
Ward 1 - Jarred Rego
Ward 2 - Andre' Good
Ward 3 - Lee Kemp
Ward 4 - George Catsavis
At-Large Position 5 - Christina Catsavis
At-Large Position 6 - Kevin Settle
At-Large Position 7 - Neal Martin

AGENDA - Revised

Fort Smith Board of Directors
STUDY SESSION
April 28, 2026 ~ 6:00 p.m.
Blue Lion
101 North 2nd Street
Fort Smith, Arkansas

THIS MEETING IS BEING TELECAST LIVE AT THE FOLLOWING LINK:
www.fortsmithar.gov/watch

CALL TO ORDER

ITEMS OF BUSINESS

1. Review project recommendations by the Community Development Advisory Committee for Year 52 CDBG and Year 33 HOME Program funding *(Community Development)*

2. Discussion regarding proposing legislation regarding community notification of hospital services reductions or closures *~ Resolution unanimously placed on the March 31, 2026 special meeting agenda and added as Item No. 3; TABLED pending communication with the State legislative delegation and discussion at the April 28, 2026 study session ~ (City Administrator)*

3. Review preliminary agenda for the May 5, 2026 regular meeting *(City Clerk)*

ADJOURN

MEMORANDUM

TO: Jeff Dingman, Deputy City Administrator

CC: Maggie Rice, Deputy City Administrator

FROM: Candyce Gabucci, Director of Community Development

DATE: April 15, 2025

SUBJECT: Review project recommendations by the Community Development Advisory Committee for Year 52 CDBG and Year 33 HOME Program funding.

SUMMARY

The Community Development Advisory Committee held public hearings on April 9, 2026 to review funding requests for the Community Development Block Grant and the HOME Investment Partnership Act Program funds from local agencies to assist the city in carrying out the goals and objectives of the Five-Year Consolidated Plan for PY 2026. Final allocation amounts were received by HUD as $772,874 for CDBG and $367,054.07 for HUD.

ATTACHMENTS

1. BoardItemPY2026 CommunityDevelopment.pdf

CDBG and HOME funding for Program Year 2026

The federal budget for Fiscal Year 2026, signed into law on February 3, 2026, maintained funding for programs administered by the U.S. Department of Housing and Urban Development, including the Community Development Block Grant (CDBG), despite earlier proposals for significant reductions. While this reflects continued federal support, the City experienced a $40,000 decrease in its CDBG allocation this program year, consistent with ongoing constraints on formula funding. This reduction underscores the need to prioritize limited resources toward high-impact community development activities.

Annual Action Plan for Program Year 2026

The Community Development Advisory Committee (CDAC) held three public hearings on April 9th, 2026, to review funding requests for Community Development Block Grant (CDBG) and HOME Investment Partnership Act Program funds from local agencies to assist the city in carrying out the goals and objectives of the Five-Year Consolidated Plan for PY 2026. At the close of the final public hearing CDAC members met to consider funding recommendations to the Fort Smith Board of Directors. The committee reviewed all outside agency applications for CDBG and HOME funds in the requested amount of $1,241,100. All recommended projects meet the goals, objectives, and strategies for the incoming Five Year Consolidated Plan for 2026-2030.

The following table reflects those priorities as they relate to the Program Year 2026 allocations:

CDBG and HOME Funds			
CATEGORY	**YEAR 52 CDBG**	**YEAR 33 HOME**	**TOTALS**
Community Development	$483,046.25		
Public Service	$115,931.10		
HOME/CHDO		$330,349.07	
Administration	$154,574.80	$36,705.00	
Un-programmed	$19,321.85		
Totals	**$772,874**	**$367,054.07**	

Attachment 1 is the CDBG and HOME funding table as it relates to the Five-Year Consolidated Plan. Attachment 2 is the scoring criteria for proposed projects, and Attachment 3 is select application information.

CDBG & HOME Notice of Funding Availability (NOFA) Timeline

The Notice of Funding Availability was published on February 1, 2026, in the River Valley Democrat Gazette. A notice also went out through the City of Fort Smith's Gov Delivery platform on January 13, 2025, and a notice to the Community Development Citizen Participation List was also mailed and emailed on Friday, January 10th. On January 15, 2025, and January 27, 2025, a notice was also sent out through the City of Fort Smith's Facebook page to advertise the Notice of Funding Availability.

Neighborly Software

This is the first funding year that Neighborly Software was used by agencies to submit applications for funding. The CDAC was provided with access to all the documentation on April 1, 2026, to review applications and to begin the scoring process. With Neighborly Software CDAC can go through the funding and scoring processes and city staff can prepare agency agreements online with digital signatures, submit agency pay requests, monitor projects and report the number of low-income clients served. All data is owned by the City of Fort Smith even if the service is discontinued.

Applicant Scoring

As it relates to scoring each application, the scoring criteria is marked as Attachment 2. Policies currently require a minimum match of 10% for CDBG and a 15% match in the HOME program. HUD requires that the city leverage CDBG and HOME funds with other funding sources and this is the way to determine it. The minimum match does not receive any points. To score the full 20 points on Question 2 in the Public Service category, it is easier to fully match an application that has a maximum request of $20,000 in the category than the other categories which do not have a maximum request. New agencies to the program also receive no points in Score Question 1 if they have never had experience administering a federally funded project. This does not eliminate an agency from funds; scoring only serves as a guideline for funding recommendations.

Project Recommendations

The CDBG and HOME funding recommendations follow this memo. After the recommendations is each agency application, as submitted to CDAC, included requested funding amounts and a breakdown of the budget for requested project.

This year 17 applications were submitted. Five pre-applications were started but were not completed by the application deadline. The committee and city staff listened to applicant proposals during the three public hearings held on April 9, 2026. Upon closing the public hearing at 5:30 p.m., the committee members deliberated and reached a consensus on the submitted funding requests. Their recommendations are presented to the Fort Smith Board of Directors in this memo.

HOME Funding Application Update- Compass Realty and Construction Group

During the review of applications submitted for HOME Down Payment Assistance funding, potential conflict of interest concerns were identified related to the application submitted by Compass Realty and Construction Group. These concerns involved the shared governance structure between Compass and the Fort Smith Housing Authority, as well as the potential for organization benefit and the appearance of a lack of independence under the City's Code of Business Conduct and applicable HOME Program requirements.

In accordance with 24 CFR 92.356, the City evaluated whether a conflict of interest exception request could be submitted to HUD. As part of that process, the City sought legal review regarding compliance with state and local law. While legal counsel concurred that potential conflict concerns existed, the City was unable to obtain the legal determination required to support submission of a HUD exception request. Because the required exception process cannot be completed, the Compass application cannot proceed for funding consideration.

As a result, staff recommends that the remaining HOME Down Payment Assistance funds be awarded to the remaining eligible applicant within the category. If remaining funds are not awarded within the current funding cycle, the City may be required to carry the funds forward into a future program year, delaying implementation of Down Payment Assistance activities and the timely used of HOME funds.

Community Development- Category A

This category received four (4) applications; All CDAC members present approved these recommendations. Nelson Hall Homes, an organization under the Fort Smith Housing Authority umbrella was recommended to receive $68,066 in funding while the committee decided to withhold funding for the lot acquisition project citing a more urgent need to Nelson Hall.

Organization Name	Proposal Title	Requested Amount	Score	Funding Recommendation
Salvation Army	Apartment rehab for homeless transitional housing	$100,000	55	$81,500
Nelson Hall Homes	Replace plumbing to 16 Nelson Hall units	$170,625	45	$68,066
Fort Smith Housing Authority	Lot Acquisition	$170,625	43	
Riverview Hope Campus	HVAC unit for shelter facility	$19,500	66	$19,500

Public Service- Category B

The public service category received ten (10) applications. These funds are not used for salaries but rather for a service that is as close to the beneficiary as possible (i.e., Meals on Wheels bulk food, dental services, utilities assistance, case management, etc.)

Organization Name	Proposal Title	Requested Amount	Score	Funding Recommendation
Antioch for Youth and Family	Raw food purchase for grocery distribution	$20,000	65	$10,000
Community Rescue Mission	Case Management: ID recovery, housing counseling, family basic needs	$20,0000	69	$10,000
Crawford Sebastian CDC, Inc.	Dental Clinic Services	$20,000	96	$15,021
Fort Smith Boys and Girls Club	Workforce development program for Teen Center	$20,000	71	$12,510
Girls Incorporated of Fort Smith	Membership, program, transportation, and Outreach	$20,000	88	$12,510
Hamilton Center for Child Advocacy	Case Management: family support, working w/outside resources including counselors, medical experts, law enforcement & CPS	$20,000	93	$15,020.10
Next Step Day Room, Inc.	Case Management within homeless transitional homes including: ID Recovery, employment assistance, life skills, addressing addiction issues, financial counseling	$20,000	86	$12,510
Sebastian Retired Citizens Assoc. (SRCA)	Food purchase for Meals on Wheels program	$20,000	64	$10,000

Salvation Army	Rental Assistance for low-income Fort Smith residents	$20,000	64	$10,000
The Arc for the River Valley	Sensory patio for individuals with sensory processing challenges	$5,850	71	$5,850
		$185,850		**$115,931.10**

As it relates to specific homeless provider activities in public service, the Next Step Homeless Services application is for case management at the transitional housing facilities outside of the CDID (addresses shown in application attached). Federal regulations do not allow the City to use more than 15% of the entire CDBG allocation (plus program income) for the public service category which is $115,931.10. All public service activities are related to the City's anti-poverty strategy (Attachment 10) in the Five-Year Consolidated Plan.

HOME /Community Development Housing Organization (CHDO) - Category C

Crawford Sebastian Community Development Council, Inc. (CSCDC), has submitted as a Community Development Housing Organization (CHDO). The proposal is to rehabilitate an existing home with CHDO Reserve with the home to then be sold to a low-income Fort Smith resident.

In lieu of applying for new construction this year, CSCDC opted to apply for HOME funds for down payment assistance. Their application for this program includes a maximum subsidy amount per buyer of $40,000 (*average subsidy is $28,214*). The additional down payment assistance is for up to 3.5% of the purchase price with a maximum of $10,000 *(average down payment assistance is $7,000)*.

Organization Name	Proposal Title	Requested Amount	Score	Funding Recommendation
Crawford Sebastian CDC, Inc.	Acquire, rehab, resale	$54,000	48	$55,058
Crawford Sebastian CDC, Inc.	Homebuyer subsidy with down payment assistance	$270,000	46	$148,678
Compass Realty and Construction Group	Homebuyer subsidy with down payment assistance	$270,000	31	$126,613.07

Compass Realty and Construction group has an application that cannot proceed due to potential conflicts, as mentioned above. It is the recommendation of the staff to move CDAC's recommended allocation for Compass to CSCDC, an organization that has administered the funds previously.

Organization Name	Proposal Title	Requested Amount	Score	Funding Recommendation
Crawford Sebastian CDC, Inc.	Acquire, rehab, resale	$54,000	48	$55,058*
Crawford Sebastian CDC, Inc.	Homebuyer subsidy with down payment assistance	$270,000	46	$275,291.07
Compass Realty and Construction Group	Homebuyer subsidy with down payment assistance	$270,000	31	

***Funding was requested as $54,000 before final HUD numbers were received. $55,058 reflects the actual HOME funding for 2026.**

CDAC Recommendations

The table in Attachment 1 lists all funding recommendations by the CDAC with the pre-programmed City's Housing Assistance Program, administrative costs, and CDBG un-programmed funds.

Program income continues to be generated by the city's housing assistance program and nonprofit partners which continues to be reused for affordable housing and housing assistance projects. The expenditure of City program income is reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER) which is online at the city's website and provided to the Board of Director's once the report is accepted by the Department of HUD.

In summary, we request the Board of Directors approve the 2026 recommendations by CDAC.

CDAC Members

Genia Smith- Chairperson
Heather O'Hara
Christoper Smith
Carolyn Mosley
Tom Bonkofsky
Kim Rucker

Some of the projects meet the following goals and policies from the Comprehensive Plan:

- HN 3.1.1- Work closely with appropriate agencies or entities involved in regional housing initiatives.
- HN 3.3.1- Explore public/private partnerships and financial incentives that could be made available to support eh efforts of housing developers.
- HN 1.6- Improve public participation in the revitalization process of Fort Smith neighborhoods.
- HN 2.2.1- Support the renovation and revitalization of existing housing and promote infill development of vacant land within corporate limits.
- ED 7.2- Ensure that a broad range of housing alternatives are available for employers and employees.

Five Year Consolidated Plan

The draft of the Five-Year Consolidated Plan is set to be published with the Annual Action Plan upon the Board of Director's decision on this item. Projects within this item will be added to the 2026 Annual Action Plan which is part of the first year of the Consolidated Plan. CDAC's recommendations were developed with consideration of the priorities and housing needs identified through the City's draft 2025–2029 Consolidated Plan process, including the continued need for affordable homeownership opportunities and down payment assistance activities.

Attachment 1- CDBG & HOME Funding Tables
Attachment 2- Scoring Questions/Criteria
Attachment 3- CDBG and HOME Applications- A to L

ATTACHMENT 1

CDBG and HOME Program Year 2026 CDAC Recommendations and Pre-programmed City Activities

Agency	CDBG Year 52
Antioch for Youth and Family	$10,000
Community Rescue Mission Case Management	$10,000
Crawford Sebastian CDC. Dental Clinic	$15,021
Fort Smith Boys and Girls Club	$12,510
Girls Incorporated of Fort Smith	$12,510
Hamilton Center for Child Advocacy	$15,020.10
Next Step Day Room	$12,510
Riverview Hope Campus	$19,500
Sebastian Retired Citizens Association	$12,510
Salvation Army Rental Assistance	$10,000
The Arc for the River Valley	$5,850
Salvation Army Apartment Rehab	$81,500
Nelson Hall Homes	$68,066.19
Fort Smith Housing Rehab Assistance	$253,980.06
Fort Smith Housing Rehab Administration	$60,000
Fort Smith Administration	$154,574.80
Un-programmed	$19,321.85
Totals	**$772,874.00**

Agency	HOME Year 33
Crawford Sebastian CDC, Inc.- *Acquisition, rehab, resale*	$55,058.00
Crawford Sebastian CDC, Inc.- *Subsidy with DPA*	$275,291.07
Fort Smith HOME Administration	$36,705.00
Totals	**$367,054.07**

ATTACHMENT 2

Scoring Questions for Proposed Projects

Please review the question and enter the number of points indicated. Each question is weighted by 4 so each one would have a maximum points awarded of 16.

Committee Scoring Questions

1. ***Does the organization have experience with Federal Program funding?*** 1-2 years =1 point; 3-5 years = 2 points, 6-7 years = 3 points, 8+ years = 4 points

2. ***What is the amount of other agency funding contributed to the project?*** 0-24.99%= 0 points; 25-49.99%= 1 point, 50-74.99%= 2 points, 75-99.99%= 3 points; 100%+= 4 points

3. ***What is the cost/benefit ratio based on the funding requested and the number of clients proposed to be served?*** $1-$400.99= 4 points; $401-$800.99= 3 points; $801-$1,200.99= 2 points; $1,201+= 1 point

4. ***The importance of the project to the LMI citizens of Fort Smith. (i.e., low cost per client, small but worthy project, revitalizing a neighborhood, benefit to disabled/elderly person(s), etc.)*** 0 – 4 points

Pre-Application Questions

Completed by i.salazar@antiochyouthfamily.org on 2/2/2026 1:55 PM

Case Id: 30280
Name: Antioch for Youth & Family - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

This proposal will provide direct food assistance to extreme, low- and moderate-income households through the distribution of nutritious groceries at no cost to beneficiaries. Funding will be used to support the acquisition and distribution of food items that directly reach individuals and families experiencing food insecurity, including seniors, children, and working households. The program ensures immediate access to essential food resources, reducing hunger and improving household stability for residents within the service area.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

25

Applicant Questions

Completed by i.salazar@antiochyouthfamily.org on 2/27/2026 3:04 PM

Case Id: 30280
Name: Antioch for Youth & Family - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal#4 Public Service objective 1 strategy 1.1 Goal: Improve living conditions in by addressing non-housing community development for special needs populations over a five-year period. Objective 1: Address community needs through community-based public service programs. Strategy 1.1: Utilize CDBG public service funding cap to assist public service programs, including, but limited to, fair housing, senior services, health care services, youth services, and child care services.

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

This proposal represents an increase in the level of services currently provided by our agency. On average, we serve approximately 4,000 clients each month, with 150–200 new clients seeking food assistance monthly due to ongoing economic hardship. The requested CDBG funds will be used to expand food distribution capacity to meet this growing demand and ensure these additional households receive direct food assistance. CDBG funds will not replace or supplant existing funding sources. All current food distribution services will continue to be supported by existing resources. The requested funds will be used exclusively to serve new clients beyond our existing service levels, increasing the total number of low- and moderate-income beneficiaries and the amount of food distributed. No funds will be substituted for services already provided.

HOMELESSNESS

4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

We help the homeless with food.

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER

5. Is this a new residential type construction or rehabilition project?

Not Applicable - HOME Project

6. Does the agency own the property for which the funds will be used?

Yes

Upload Deed

☐ **Deed**

***No files uploaded*

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

Does not apply

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

2,878

Very Low Income - VLI

139

Low Income - LI

56

Total

3,073

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?
Not Applicable; Subrecipient Project

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
0

Acquire / Rehabilitate / Resale
0

Down Payment Assistance
0

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
n/a

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
n/a

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

n/a

ORGANIZATIONAL

16. Are all agency facilities accessible to those with mobility impairments?
No

Please provide an explanation
N/A

17. What is the agency's fiscal year?
January 1 - December 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements
Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

N/A

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☐ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☐ **Current Lobby Disclosure statement signed by the Executive Director**
- ☐ **Financial Policies**
- ☐ **Grievance and Complaint Procedures for both employees and clients**
- ☐ **Procurement Policies**
- ☐ **Staff Job Descriptions**
- ☐ **Work Place Drug Use Policy**
- ☐ **Written Benefits Policies**
- ☐ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?
No

Project/Activity Budget

Completed by i.salazar@antiochyouthfamily.org on 2/27/2026 3:10 PM

Case Id: 30280
Name: Antioch for Youth & Family - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Antioch for Youth & Family is requesting $20,000 to support the purchase of a full truckload (40,000 pounds) of frozen chicken packaged in 5-pound bags. This procurement will directly provide high-quality protein to approximately 8,000 families throughout Fort Smith and the surrounding River Valley region. The total truckload cost is $22,000, which includes the purchase price and refrigerated transportation. Antioch will leverage existing operational funds and in-kind logistics support to cover the remaining balance. The requested $20,000 will be used exclusively toward the direct purchase and delivery of the chicken. This investment will provide: 40,000 pounds of frozen chicken 8,000 family-sized 5-pound portions Approximately 160,000 meals (based on 4 meals per pound) A cost of $2.50 per family served Protein remains one of the most critical and cost-prohibitive food categories for families experiencing food insecurity. Rising grocery costs continue to make meat and poultry inaccessible for many of the 4,000+ households Antioch serves monthly, including an average of 150 new families seeking assistance each month. The chicken will be distributed through: Antioch's walk-in pantry program Mobile pantry distributions Senior outreach initiatives Veteran and family support programs Sebastian County continues to rank among the highest in Arkansas for food insecurity. This purchase represents a direct service intervention that increases the total volume of nutritious protein available to families without supplanting existing food funds. No funds will be substituted for current services; instead, this investment expands Antioch's capacity to meet growing demand. At just $2.50 per family, this request represents a highly cost-effective, high-impact opportunity to strengthen food security and provide dignity-centered access to nutritious meals.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$2,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$20,000.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$2,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$20,000.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by i.salazar@antiochyouthfamily.org on 3/11/2026 9:55 AM

Case Id: 30280
Name: Antioch for Youth & Family - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
501c3 IRS Determination Letter.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Scan_20260227.pdf

☑ **Fort Smith City Business License**
Scan_20260227 (2).pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
Antioch for Youth & Family_Profit and Loss 2026.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Isaac Salazar Resume.docx

☑ **A list of the Agency Board Members**
Board of Directors (1).docx

☑ **Agency Board of Directors Authorization to Submit Application**

Scan_20260227 (5).pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 Taxes Antioch Consolidated Assoc for Youth & Family Inc. CDBG.pdf

☐ **Upload all Financial Commitment Letters**

***No files uploaded*

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

Scan_20260227 (4).pdf

☑ **Agency Wide Audit or Financial Statements**

Antioch 2024 Audit.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☑ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

Invoice_8235_from_Hatch_Inc.pdf

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by arcrivervalley@gmail.com on 2/13/2026 10:24 AM

Case Id: 30303
Name: The Arc for The River Valley - 2026
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

The Arc for the River Valley proposal: "Accessible Outdoor Sensory Support Patio", will provide a safe, structured outdoor environment for individuals with intellectual and developmental disabilities who attend our day facility. Many of the individuals we serve experience sensory overstimulation and require a calm, accessible area away from noise and group activity to regulate safely. This project is a direct service to beneficiaries because it creates daily, on-site access to a therapeutic outdoor patio specifically designed to support sensory regulation, emotional stability, and safe participation in programming. The patio will serve as a proactive intervention space designed to reduce incidents related to sensory overstimulation, improve emotional regulation, and increase participants' ability to safely remain engaged in programming.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

66

Applicant Questions

Completed by arcrivervalley@gmail.com on 2/27/2026 11:34 AM

Case Id: 30303
Name: The Arc for The River Valley - 2026
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal 5, Homelessness, Objective 1 Strategy 1.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

This would be an increase in the level of services we can provide at The Arc for the River Valley no funds will be substituted for the services already provided.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilitation project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
28

Very Low Income - VLI
3

Low Income - LI

Total

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
Not applicable

Acquire / Rehabilitate / Resale
Not applicable

Down Payment Assistance
Not applicable

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
Social Media, Monthly Newsletter

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
Social Media, Monthly Newsletter

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Our proposed Sensory Patio project affirmatively furthers fair housing choice by supporting individuals with disabilities, a federally protected class and promoting inclusive, accessible community environments. The 2016 Analysis of Impediments to Fair Housing Choice identifies barriers faced by individuals with disabilities, including limited access to accessible spaces and supportive environments that allow them to fully participate in community life. The Sensory Patio will provide a safe, therapeutic outdoor space designed specifically for individuals with sensory processing challenges. By creating an environment that accommodates sensory needs, we reduce barriers that often limit participation, independence, and overall quality of life. This project strengthens community integration, supports equal access to services, and promotes inclusive spaces where individuals with disabilities can thrive key principles aligned with affirmatively furthering fair housing choice.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
January 1 - December 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☐ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☐ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☐ **Grievance and Complaint Procedures for both employees and clients**
- ☐ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☐ **Work Place Drug Use Policy**
- ☐ **Written Benefits Policies**
- ☐ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

We do not receive any federal funding.

Project/Activity Budget

Completed by arcrivervalley@gmail.com on 3/11/2026 3:18 PM

Case Id: 30303
Name: The Arc for The River Valley - 2026
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Funds will be used to construct and equip a secure sensory patio at The Arc for the River Valley, designed to serve individuals with disabilities who experience sensory processing challenges. Project cost include: Patio perimeter fence $4,500.00, patio tables $500.00 x 3, total $1,500.00 raised flower beds $200 x 2, total $400.00 plus taxes. The sensory patio will remove environmental barriers, promote accessibility, and provide an inclusive therapeutic space that supports equal access to community services.

Funding Sources/Revenues

CDBG
$5,850.00

HOME
$0.00

Commited CDBG
$650.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$6,500.00

Funding Uses/Expenses

CDBG
$5,850.00

HOME
$0.00

Commited CDBG
$650.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$6,500.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by prodgers@fortsmithar.gov on 3/13/2026 8:48 AM

Case Id: 30303
Name: The Arc for The River Valley - 2026
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
501c3 letter02062023 (2) (1).pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Arkansas Secretary of State Certificate of Good Standing 2026.html

☑ **Fort Smith City Business License**
THE ARC FOR THE RIVER VALLEY INC. BL.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
BUDGET (4).xlsx

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
The Arc for the River Valley Administrataive Profile.pdf

☑ **A list of the Agency Board Members**
The Arc Board Member Roster 2026.pdf

☑ **Agency Board of Directors Authorization to Submit Application**

Board Minutes - February 2026 (1).docx

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 990.PDF

☐ **Upload all Financial Commitment Letters**

***No files uploaded*

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

The Arc for the River Valley W9 (2).jpg

☑ **Agency Wide Audit or Financial Statements**

Audited financial statements_12-31-2024 and 2023.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☑ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

5J Fence & Exteriors-Estimate-#E-3226.pdf
PROPOSAL - THE ARC FOR THE RIVER VALLEY.pdf
Estimate for Arc for the River Valley.pdf

☑ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

5J Fence & Exteriors-Estimate-#E-3226.pdf
PROPOSAL - THE ARC FOR THE RIVER VALLEY.pdf
Estimate for Arc for the River Valley.pdf
Home Depot Raised Flower Bed.html
Metal Planter Box with Trellis with Wheels _ Wayfair.html
Lowes raised flower bed with trellis.avif

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by director@fscrm.org on 2/2/2026 9:01 AM

Case Id: 30279
Name: Community Rescue Mission - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Public Service-Family Homelessness Case Management

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

45

Applicant Questions

Completed by director@fscrm.org on 3/9/2026 1:52 PM

Case Id: 30279
Name: Community Rescue Mission - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #5, Homelessness, Strategy 1.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

Funds would be used to support case management services in our program.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
300

Very Low Income - VLI
25

Low Income - LI

Total

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
N/a

Acquire / Rehabilitate / Resale
n/a

Down Payment Assistance
n/a

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
We have a website that is actively visited by members of the community. People are able to sign up to volunteer at CRM and serve meals. In addition, our Facebook page and Instagram page are active with people wanting to help out at our facility. We also share information including needs, success stories and upcoming events on social media. Furthermore, the Director and staff are very active in the community sharing information about CRM and other service providers.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
We provide services to the families we serve as well as work with 100 Families. We also have staff that set up booths at community events to share information on food insecurity, homelessness and other important information.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Community Rescue Mission furthers Fair Housing Choice by addressing Impediment 6.5 by addressing limited resources to assist lower income person. We have case managers that meet with our residents each week and if needed more than once a week to help them set goals and locate affordable housing when the time is right. CRM is helping homeless families in the community by providing a safe shelter and the successful program to help them go from crisis to stability. Residents are given information on fair housing and encouraged to do their own research to learn more about their options. In addition, case managers help residents set up realistic budgets that help them prepare for permanent housing as well as look for long term solutions to any of the challenges they may face. Furthermore, we collaborate with other agencies to help address this need in our community and find solutions to problems many people in the community face.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
April 1 - March 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements
Agency received more than $75,000.01 from CDBG or HOME (Upload Audit in Documents Tab)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?
Yes, we utilized HOME-ARP Supportive Services funds to provide life skills classes, transportation-related services, food assistance, and drug testing kits for homeless individuals. This funding ended in September 2025. We also receive TANF funds to help pay for case management for our residents and to help provide case management services to families in our community.

Project/Activity Budget

Completed by director@fscrm.org on 2/27/2026 3:26 PM

Case Id: 30279
Name: Community Rescue Mission - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Our case managers work with the homeless families to help them acquire proper ID recovery such as SS card and birth certificate, state if and at times a driver's license while providing all of the basic needs and counseling for housing. Each client is estimated $55 per person for these basic needs but most of our families also have children that we will have to cover these items for each person in the family.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$4,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$24,000.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$4,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$24,000.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by director@fscrm.org on 2/27/2026 3:25 PM

Case Id: 30279
Name: Community Rescue Mission - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
Non Profit Tax ID.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Arkansas Secretary of State Statement of Good Standing.pdf

☑ **Fort Smith City Business License**
Business License 2025.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
25-26 Budget.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Staff information top two positions 2025.docx

☑ **A list of the Agency Board Members**
Board Members.xlsx

☑ **Agency Board of Directors Authorization to Submit Application**

CRM Board Authorization.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 990.pdf

☑ **Upload all Financial Commitment Letters**

CRM Board Authorization.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

2026 W-9 CRM.pdf

☑ **Agency Wide Audit or Financial Statements**

Community Rescue Mission financials.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by mbaker@cscdccaa.org on 2/12/2026 11:48 AM

Case Id: 30299
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Acquisition, Rehabilitation and resale of safe affordable housing to be purchased by low to moderate income families in Fort Smith

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

61

Applicant Questions

Completed by mbaker@cscdccaa.org on 2/24/2026 1:29 PM

Case Id: 30299
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☑ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

If you chose Category C (HOME CHDO), please DO NOT answer the following:
#3, #4, #5, #6, #7, #8, #9

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #2, Aff.Hsg. 2- CHDO, Strategy 2.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

Very Low Income - VLI

Low Income - LI

Total

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

No

Please contact city staff to complete the process before submission of the proposal

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

Developer

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
NA

Acquire / Rehabilitate / Resale
1

Down Payment Assistance
NA

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
On our Facebook, you can find many posts highlighting all of our programs. We will market this program on our Facebook as well. On our website we will add a dedicated page with an overview of the program, including income and property requirements as well as instructions for participating in the program. We also have an updated brochure for our Self-Help Housing Program that features valuable information about the program in a concise, easy to read format. Lastly, we have installed a kiosk for our front lobby this year so that those in need without internet can stop by our facility and fill out an application for any of our programs. It is important to us that we market through several different methods so that anyone can find our information and receive the help they need to begin their journeys of self-sufficiency.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
We have an updated brochure for our Housing Program that features valuable information about the program in a concise, easy to read format. We distribute these brochures to other area agencies that assist low income persons in our area. These agencies distribute the pamphlet to their clients and refer them to our agency. We also have a kiosk for our front lobby so that those in need without internet at home can stop by our facility and fill out an application for any of our programs. We serve over 9,000 clients a year with our utility assistance program alone. These low income individuals and their family or friends who accompanied them to appointments with our staff are able to utilize a kiosk in our front lobby to gain information on our housing and other programs.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Action #3: The City of Fort Smith will continue to maintain a list of private partner lenders providing affordable housing financing and subsidies or offering buyers access to down payment, closing cost or favorable underwriting that supports buyers. CSCDC provides down payment assistance through the City of Fort Smith and other privately funded programs as well. Action #6: City of Fort Smith will increase fair housing education and outreach in an effort to

raise awareness and increase the effectiveness of fair housing ordinances. The City will target funding for fair housing education and outreach to the rapidly growing Hispanic and other immigrant populations as funding becomes available. The City will also continue supporting fair housing workshops or information sessions to increase awareness of fair housing rights among immigrant populations and low income persons who are more likely to be entering the home-buying or rental markets at a disadvantage. CSCDC provides direct face-to-face fair housing education to over 150 households per year. Action #9: City of Fort Smith will support applications for competitive and non-Entitlement State and Federal funding and assistance to nonprofit intermediaries providing financial literacy education programs. Financial literacy will be emphasized as a means of preventing poor credit and understanding the importance of good credit. CSCDC provides financial literacy courses and one-on-one pre-purchase counseling that is focused on improving credit scores. From October 1, 2017 through September 30, 2018, CSCDC helped 64 families improve their credit scores. Action #10: City of Fort Smith will encourage bank and traditional lenders to offer products addressing the needs of households with poor and marginal credit negatively impacting their ability to qualify for mortgages. These products can assist persons negatively impacted by their current utilizing predatory lenders. This may require traditional lenders and banks to establish "fresh start programs" for those with poor credit and previous non-compliant bank account practices. CSCDC maintains a list and makes referrals to lenders who offer non-traditional mortgage products with low interest rates and positive terms of financing. Impediment #10: Removal of barriers for persons with limited English proficiency enabling them to better access the housing market is needed. Recommended Remedial Actions: Action #12: City of Fort Smith will continue to support language assistance to persons with limited English proficiency. CSCDC has a contract with a translation service to support one-on-one pre- and post-purchase counseling in Spanish and other common languages and provides homebuyer education and fair housing classes in Spanish through Ehome America.

ORGANIZATIONAL

16. Are all agency facilities accessible to those with mobility impairments?

Yes

17. What is the agency's fiscal year?

October 1 - September 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received more than $75,000.01 from CDBG or HOME (Upload Audit in Documents Tab)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

☑ **Affirmative Action Plan**

☑ **Commercial Liability / General Casualty Insurance**

☑ **Current Lobby Disclosure statement signed by the Executive Director**

☑ **Financial Policies**

☑ **Grievance and Complaint Procedures for both employees and clients**

☑ **Procurement Policies**

☑ **Staff Job Descriptions**

☑ **Work Place Drug Use Policy**

☑ **Written Benefits Policies**

☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Yes

Project/Activity Budget

Completed by mbaker@cscdccaa.org on 2/24/2026 1:30 PM

Case Id: 30299
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Total Acquisition and Rehab costs $54,000 for one home to be purchased in Fort Smith. HOME funds are used to acquire and rehab affordable homes for low income families to purchase in the City of Fort Smith. We project to complete 1 home with this funding. CSCDC will match $8,100 (15%). The Home funds of $54,000 will be used for Acquisition, Rehabilitation and resale of safe affordable housing to be purchased by low to moderate income families in Fort Smith. Our committed Match of $8,100 will be used to for C-SCDC Costs for program operation.

Funding Sources/Revenues

CDBG
$0.00

HOME
$54,000.00

Commited CDBG
$0.00

Commited HOME
$8,100.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$62,100.00

Funding Uses/Expenses

CDBG
$0.00

HOME
$54,000.00

Commited CDBG
$0.00

Committed HOME
$8,100.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$62,100.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Project/Activity Budget

Completed by mbaker@cscdccaa.org on 2/24/2026 1:30 PM

Case Id: 30299
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Total Acquisition and Rehab costs $54,000 for one home to be purchased in Fort Smith. HOME funds are used to acquire and rehab affordable homes for low income families to purchase in the City of Fort Smith. We project to complete 1 home with this funding. CSCDC will match $8,100 (15%). The Home funds of $54,000 will be used for Acquisition, Rehabilitation and resale of safe affordable housing to be purchased by low to moderate income families in Fort Smith. Our committed Match of $8,100 will be used to for C-SCDC Costs for program operation.

Funding Sources/Revenues

CDBG
$0.00

HOME
$54,000.00

Commited CDBG
$0.00

Commited HOME
$8,100.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$62,100.00

Funding Uses/Expenses

CDBG
$0.00

HOME
$54,000.00

Commited CDBG
$0.00

Committed HOME
$8,100.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$62,100.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by mbaker@cscdccaa.org on 2/24/2026 1:35 PM

Case Id: 30299
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
IRS 501C3 UPDATE 07122017.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Arkansa Secretary of State Letter of GoodStanding100013794 Jan 9 2026 (8) (1).pdf

☑ **Fort Smith City Business License**
CSCDC Business License - 2025-12-29T081046.756.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
FY 2026 Agency Wide Budget.xlsx

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
CSCDCAdminProfileforHOME (2).pdf

☑ **A list of the Agency Board Members**
December 2025 Board Roster (UW) (4).pdf

☑ **Agency Board of Directors Authorization to Submit Application**

BoardAuthorizationtoSubmitApplication2 (2).pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2023US CSCDC 990.pdf

☑ **Upload all Financial Commitment Letters**

2026AcqRehabFinancialCommitmentLetter.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

CSCDC W-9 2025.pdf

☑ **Agency Wide Audit or Financial Statements**

2024 Crawford-Sebastian Community Development Council Inc. Financial Statements (1).pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☑ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

Exibit M 2026 City Of FS.pdf

CHDOBoardRoster C-SCDC.xlsx

Pre-Application Questions

Completed by mbaker@cscdccaa.org on 2/12/2026 10:46 AM

Case Id: 30298
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Subsidy and Down Payment Assistance Program to enable affordable housing

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

61

Applicant Questions

Completed by mbaker@cscdccaa.org on 2/24/2026 1:38 PM

Case Id: 30298
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☑ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

If you chose Category C (HOME CHDO), please DO NOT answer the following:
#3, #4, #5, #6, #7, #8, #9

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #7, Promote Fair Housing

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

NA

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
NA

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?

6. Does the agency own the property for which the funds will be used?
Not applicable - property to be acquired with this application

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)
NA

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

Very Low Income - VLI

Low Income - LI

Total

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?
Not Applicable; Subrecipient Project

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.
Subrecipient

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
NA

Acquire / Rehabilitate / Resale
NA

Down Payment Assistance
7

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
C-SCDC utilizes our 16 lender partners and speak at board of realtor meetings and mortgage banker events about our program funding availability. In addition to using traditional means such as brochures and inter-office referrals, we use social media to notify the general public about the funding available to help low-income families and individuals.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
In addition to using traditional means such as brochures and inter-office referrals, we use social media to notify the general public about the funding available to help low-income families and individuals. Annually we have a public needs assessment workshop where we invite the public to attend an learn about our services and we listen to recommendations the public make for services we might add. We also have events open to the public, "Open House" event where we set up booths out front of our building and invite the public through social media and radio to come learn about our programs. We provide hot dogs, chips and drinks to the public who come to our "Open House". We have staff hand out pamphlets and talk to individuals about our services.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Action #3: The City of Fort Smith will continue to maintain a list of private partner lenders providing affordable housing financing and subsidies or offering buyers access to down payment, closing cost or favorable underwriting that supports buyers. CSCDC provides down payment assistance through the City of Fort Smith and other privately funded programs as well. Action #6: City of Fort Smith will increase fair housing education and outreach in an effort to raise awareness and increase the effectiveness of fair housing ordinances. The City will target funding for fair housing education and outreach to the rapidly growing Hispanic and other immigrant populations as funding becomes available. The City will also continue supporting fair housing workshops or information sessions to increase awareness of fair housing rights among immigrant populations and low income persons who are more likely to be entering the home-buying or rental markets at a disadvantage. CSCDC provides direct face-to-face fair housing education to over 150 households per year. Action #9: City of Fort Smith will support applications for competitive and non-Entitlement State and Federal funding and assistance to nonprofit intermediaries providing financial literacy education programs.

Financial literacy will be emphasized as a means of preventing poor credit and understanding the importance of good credit. CSCDC provides financial literacy courses and one-on-one pre-purchase counseling that is focused on improving credit scores. From October 1, 2017 through September 30, 2018, CSCDC helped 64 families improve their credit scores. Action #10: City of Fort Smith will encourage bank and traditional lenders to offer products addressing the needs of households with poor and marginal credit negatively impacting their ability to qualify for mortgages. These products can assist persons negatively impacted by their current utilizing predatory lenders. This may require traditional lenders and banks to establish "fresh start programs" for those with poor credit and previous non-compliant bank account practices. CSCDC maintains a list and makes referrals to lenders who offer non-traditional mortgage products with low interest rates and positive terms of financing. Impediment #10: Removal of barriers for persons with limited English proficiency enabling them to better access the housing market is needed. Recommended Remedial Actions: Action #12: City of Fort Smith will continue to support language assistance to persons with limited English proficiency. CSCDC has a contract with a translation service to support one-on-one pre- and post-purchase counseling in Spanish and other common languages and provides homebuyer education and fair housing classes in Spanish through Ehome America.

ORGANIZATIONAL

16. Are all agency facilities accessible to those with mobility impairments?

Yes

17. What is the agency's fiscal year?

October 1 - September 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received more than $75,000.01 from CDBG or HOME (Upload Audit in Documents Tab)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**

☑ **Staff Job Descriptions**

☑ **Work Place Drug Use Policy**

☑ **Written Benefits Policies**

☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Yes

Project/Activity Budget

Completed by mbaker@cscdccaa.org on 2/24/2026 1:38 PM

Case Id: 30298
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
This project will provide an average subsidy of $28,214 (maximum of $40,000) against the total purchase price of a home as assistance to LMI families purchasing their own home. This subsidy will be secured with a HOME Subsidy mortgage, which will be forgivable over a period of time determined by the amount of subsidy per HOME rules. This subsidy will help LMI families purchase a home which meets Minimum Housing Quality Standards while maintaining affordability. This project will also provide necessary down payment assistance to LMI families in the purchase of their own home, which removes a barrier to purchasing. This assistance will be up to 3.5% of the purchase price (maximum of $10,000) and will average $7,000 per home purchase. In addition, this program will support C-SCDC's ability to provide full-cycle counseling and education to all borrowers receiving assistance. Buyers are prepared for homeownership through education and counseling. They are required to receive one-on-one counseling, homebuyer education and fair housing education. CSCDC will use committed match $40,500 (15%) for expenditures for housing counselor salaries and fringe. Of the $270,000 Home Funds provided we will spend $197,500 on Home Buyer Subsidy, $67,500 on down payment assistance, and $5,000 on counseling fees.

Funding Sources/Revenues

CDBG
$0.00

HOME
$270,000.00

Commited CDBG
$0.00

Commited HOME
$40,500.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$310,500.00

Funding Uses/Expenses

CDBG
$0.00

HOME
$270,000.00

Commited CDBG
$0.00

Committed HOME
$40,500.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$310,500.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by mbaker@cscdccaa.org on 2/24/2026 1:40 PM

Case Id: 30298
Name: Crawford-Sebastian Community Development
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
IRS 501C3 UPDATE 07122017.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Arkansa Secretary of State Letter of GoodStanding100013794 Jan 9 2026 (8).pdf

☑ **Fort Smith City Business License**
CSCDC Business License - 2025-12-29T081046.756.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
FY 2026 Agency Wide Budget.xlsx

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
CSCDCAdminProfileforHOME (2).pdf

☑ **A list of the Agency Board Members**
December 2025 Board Roster (UW).pdf

☑ **Agency Board of Directors Authorization to Submit Application**

BoardAuthorizationtoSubmitApplication2 (2).pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2023US CSCDC 990.pdf

☑ **Upload all Financial Commitment Letters**

2026DPASubsidyFinancialCommitmentLetter (1).pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

CSCDC W-9 2025.pdf

☑ **Agency Wide Audit or Financial Statements**

2024 Crawford-Sebastian Community Development Council Inc. Financial Statements.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☑ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

Exhibit N 2026 City FS.pdf

Pre-Application Questions

Completed by mbaker@cscdccaa.org on 2/12/2026 11:54 AM

Case Id: 30300
Name: CSCDC Community Dental Clinic (a program of
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Public Service: Dental Treatment

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

57

Applicant Questions

Completed by mbaker@cscdccaa.org on 2/24/2026 1:45 PM

Case Id: 30300
Name: CSCDC Community Dental Clinic (a program of
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #4, Public Services, Strategy 1.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

The funds will be used to increase the level of services our agency already provides. No funds will be substituted for the service already provided.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
NA

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilitation project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)
NA

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
495

Very Low Income - VLI

Low Income - LI

Total

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
NA

Acquire / Rehabilitate / Resale
NA

Down Payment Assistance
NA

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
We have information on our website, cscdc.net, we post information to our facebook page, we have pamphlets we distribute from the CSCDC main office through the utility assistance (LIHEAP) program, we distribute pamphlets to other agencies, and distribute pamphlets at health fairs.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
We distribute pamphlets on our dental program to other non-profit and public agencies that assist very low-income individuals in our area, and we also distribute pamphlets at health fairs in the city of Fort Smith. We also work with food pantries who are member agencies with the CSCDC food bank and make pamphlets available there as well. The CSCDC main office also has a kiosk in the lobby which low income individuals can access and see the services our dental clinic offers and what the requirements are for them to utilize our dental clinic.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

NA

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
October 1 - September 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements
Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

No

Project/Activity Budget

Completed by mbaker@cscdccaa.org on 2/24/2026 4:02 PM

Case Id: 30300
Name: CSCDC Community Dental Clinic (a program of
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative

The Community Dental Clinic is the only full service nonprofit dental clinic in the city of Fort Smith service area to provide professional dental care and dental hygiene services at no cost to low income individuals and families. The funds from this grant will provide supplies for dental care patients at a rate of $100 per client served. Dental care supplies have increased significantly over the past 4 years due to high inflation on basic dental supply items. We hold clinics to serve our clients and regularly receive referrals from Riverview Hope Campus, Harbor House, Gateway House, Good Samaritan Clinic, Next Step Day Room and other agencies. We have a dedicated group of volunteer dentists and other dental staff who give expert care to our patients addressing tooth decay issues, broken or abscessed tooth issues, and denture needs. When these issues are resolved, patients immediately feel better, can eat healthier foods, and their overall health improves. By freeing them of oral pain they can continue to work or seek gainful employment which helps them provide for their families. We also have many volunteer dental hygienists and registered dental assistants working at our clinic to provide free oral cleanings for our patients. Our denture program has helped many clients obtain employment after receiving dentures. The dentures boost their confidence and self-esteem and gives potential employers a more positive perception of them as potential job candidates. We also have been able to help so many of our Hope Campus patients who are working so hard to better their lives and are in need of a fresh start. Our clinic also performs oral cancer screenings for patients and this process has been a life saving event for some of our patients as we detected cancer early. The services the Community Dental Clinic provides are in response to the needs of the under served low income population in our community for a dental clinic whose mission is to relieve dental pain, restore dignity, and promote self-sufficiency by providing basic dental care in the most cost effective way. Explanation of Funding Sources/Revenues ***Grant Cycle Dates for Delta Dental and Degen Foundation have moved from awards in December each year to May and July so our funds reflect balance of 2025 funds carried over to 2026. *** United Way grant awards are not received until April each year. We do receive payments each month up until that time but we are only reflecting January and February actual payments received as "committed funds" because we will not receive an award notice until April this year. ***Community Dental Clinic committed match is $37,916.68 from the following sources: 1) 3 Charitable Trusts ($6,000 Hennessy Foundation, $3,000 Evans Charitable Foundation, and $2,000 Davis Charitable Foundation) 2) Year-to date 2026 support from United Way of $6,916.68. Before United Way awards 2026 grants they continue to pay January through April 2026 estimated amounts before the 2026 grant awards. This year we have received 2 payments, one for January 2026 and one for February 2026 both in the amount of $3,458.34. We are confident we will receive 2026 award in April. 3)Private Donor annual donation $10,000. 4) Delta Dental of Arkansas Foundation $10,000.00 (Grant Received February 12, 2025 for $40,000 so prorated carryover left from 2025 utilized in 2026 was $ 10,000). 5) Note that Degen Foundation Grant changed grant cycle. We received $21,000 in July 2025 which was used to purchase equipment and was expended in December 2025 so there is no portion of the grant to utilize in 2026. Explanation of Funding Uses/Expenses The $20,000 received from CDBG Grant will all be used to pay for ---Professional Dental Services for Patients. The $10,000 Delta Dental of Arkansas Foundation Grant was used to pay for ---Dentures, Denture Supplies, Denture lab costs The $ 27,916.68 (Private Donor $10,000, $6916.68 United Way carryover from 2025, and $ 11,000 from 3 charitable trusts) will be used for ---Other Direct Services, operating expenses, and dental supplies

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$37,916.68

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$57,916.68

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$37,916.68

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$57,916.68

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by mbaker@cscdccaa.org on 2/24/2026 4:02 PM

Case Id: 30300
Name: CSCDC Community Dental Clinic (a program of
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
IRS 501C3 UPDATE 07122017.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Arkansa Secretary of State Letter of GoodStanding100013794 Jan 9 2026 (8) (1).pdf

☑ **Fort Smith City Business License**
Dental Clinic Business License - 2025-12-29T080839.027.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
FY 2026 Agency Wide Budget.xlsx

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
2026AdministrativeProfileforgrantsDentalClinic.doc

☑ **A list of the Agency Board Members**
December 2025 Board Roster (UW) (4).pdf

☑ **Agency Board of Directors Authorization to Submit Application**

BoardAuthorizationtoSubmitApplication2 (2).pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2023US CSCDC 990.pdf

☑ **Upload all Financial Commitment Letters**

Committment Letters Community Dental Clinic 2026.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

CSCDC W-9 2025.pdf

☑ **Agency Wide Audit or Financial Statements**

2024 Crawford-Sebastian Community Development Council Inc. Financial Statements (1).pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by grants@fsbgc.org on 2/12/2026 11:56 AM

Case Id: 30296
Name: Fort Smith Boys & Girls Clubs - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

No

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

This program would create a workforce development program for the Club's teen center.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

98

Applicant Questions

Completed by grants@fsbgc.org on 3/5/2026 1:31 PM

Case Id: 30296
Name: Fort Smith Boys & Girls Clubs - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Based on the City of Fort Smith's 2021–2025 Consolidated Plan, the workforce development program at the teen center aligns with the following strategic framework: Goal 4, Object 1, Strategy 1.1 as a public service. This alignment ensures the workforce development program at the Teen Center meets the city's high-priority need to enhance the "Suitable Living Environment" and "Economic Opportunity" pillars required for CDBG funding.

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

This program represents a quantifiable increase in the level of service currently provided. While the Boys & Girls Clubs offer general youth programming, these CDBG funds will specifically expand our capacity to serve additional low-to-moderate income teens through specialized workforce training. We certify that these funds will be used strictly to support this service expansion and will not be used to replace existing funding or free up resources for other uses. All CDBG assistance will result in a net increase in the total number of clients served.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
Not directly, but The Club serves homeless kids.

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER

5. Is this a new residential type construction or rehabilition project?

No

6. Does the agency own the property for which the funds will be used?

Not applicable - property to be acquired with this application

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

41

Very Low Income - VLI

72

Low Income - LI

67

Total

180

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
N/A

Acquire / Rehabilitate / Resale
M/A

Down Payment Assistance
N/A

MARKETING/COMMUNITY EDUCATION

14. How will or does your agency market the services or facilities or the affordable housing to the community

Fort Smith Boys & Girls Clubs markets its services to the community through a coordinated outreach strategy designed to reach families where they already are—schools, neighborhoods, community partners, and trusted local communication channels. The organization prioritizes clear, consistent messaging about program benefits, safety, affordability, and access, ensuring that working families understand how to enroll and how the Club supports academic success, healthy lifestyles, and positive youth development. A primary driver of community awareness is school-based outreach. The Club builds relationships with school administrators, counselors, and after-school staff to share program information directly with families through backpack flyers, e-newsletters, parent nights, and on-campus tabling during high-traffic events. This approach is reinforced through direct partnerships with youth-serving organizations, faith communities, and community centers that regularly interact with families who can benefit from Club services. These partners help amplify enrollment opportunities and connect families to the Club as a reliable, safe resource. In addition, Fort Smith Boys & Girls Clubs leverages community visibility and local media to maintain a strong public presence. The organization participates in community events, resource fairs, and seasonal celebrations to meet families face-to-face, answer questions, and reduce barriers to participation. Local media and community calendars are used to promote key enrollment periods—particularly summer and back-to-school—along with special initiatives, family engagement events, and community impact stories that build trust and familiarity. Digital outreach further extends the Club's reach, with a strong emphasis on social media and mobile-friendly communication. The Club uses platforms commonly accessed by parents and caregivers to share program reminders, highlights of daily activities, testimonials, and timely updates about registration deadlines, hours of operation, and transportation options when available. This consistent digital presence supports both recruitment and retention by keeping families informed and engaged throughout the year. Finally, the Club's marketing strategy is intentionally equity-centered. Materials are designed to be easy to understand, available in Spanish, distributed through multiple channels, and shared in ways that reduce stigma and increase access—emphasizing that the Club is a community partner committed

to helping youth thrive. Through this multi-channel approach, Fort Smith Boys & Girls Clubs ensures that families across the community are aware of available services and have clear pathways to participation.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.

Fort Smith Boys & Girls Club makes sure low-income families—especially those not plugged into typical info channels—know the Club exists, understand what's offered, and can apply without hassle. The outreach approach is designed to meet families where they are, using trusted messengers, familiar community locations, and simple enrollment steps. First, the Club prioritizes relationship-based outreach through schools and other frontline systems that consistently reach low-income households. The Club works with principals, counselors, teachers, and after-school coordinators to share program details and application instructions through backpack flyers, parent communications, and on-campus events. Because schools are often the most reliable point of contact for caregivers, this ensures information reaches families who may not be active online or connected to broader community networks. Second, FSBGC expands referrals and awareness through established Fort Smith partners that already serve families every day. Fort Smith Public Schools, Future School, and other local schools help share Club opportunities with families through trusted touchpoints such as counselors, teachers, and school offices. When a student needs a safe place after school or additional support, school partners can connect families directly to The Club for clear enrollment guidance and next steps. Referrals are also strengthened through community organizations serving families in crisis or transition, including Community Rescue Mission and The Salvation Army. These partners can share information about The Club when families are navigating housing instability, food insecurity, or employment changes and need reliable after-school care and youth development support. United Way further extends reach by connecting FSBGC to a broader network of local agencies and programs. Outreach is supported through partner-driven visibility at school events and community gatherings, with materials kept simple and easy to follow, highlighting services, hours, and enrollment steps. Finally, recognizing many families rely on mobile phones, the Club uses mobile-friendly communication and direct phone support so families can ask questions and complete enrollment even without reliable computer access. Through this multi-channel, equity-centered strategy, Fort Smith Boys & Girls Club ensures low-income families have a clear, straightforward path to apply and enroll.

FAIR HOUSING / EQUAL OPPORTUNITY

15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

The workforce program directly addresses Impediment #2 (Lack of Job Skills/Low Wages) by providing teens with vocational exploration and training. By equipping youth from low-income areas with marketable skills, the workforce development program increases their future earning potential and creditworthiness. This higher income mobility expands their ability to afford housing in "high opportunity" neighborhoods, effectively overcoming economic barriers that historically limit housing choice and perpetuate residential segregation in Fort Smith.

ORGANIZATIONAL

16. Are all agency facilities accessible to those with mobility impairments?

Yes

17. What is the agency's fiscal year?

January 1 - December 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

Mayor McGill and Andre Good, City Director are on the FSBGC board

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Pass Through monies from the state level are: SFSP (Summer Food), CACFP (school year food), and the 21st Century Grant. FSBGC also receives pass-through dollars from the OJJDP (Juvenile Justice) from Boys & Girls Clubs of America.

Project/Activity Budget

Completed by grants@fsbgc.org on 2/26/2026 10:09 PM

Case Id: 30296
Name: Fort Smith Boys & Girls Clubs - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Fort Smith Boys & Girls Clubs (FSBGC) will integrate a full workforce development program into its Teen Center by embedding career exploration, hands-on learning, and employability skills into the Teen Center's daily after-school experience. The Teen Center serves 180 enrolled teens, with the Club picking them up every day, removing transportation barriers and ensuring consistent participation. This integration matters for both opportunity and safety. Research shows the after-school hours are peak hours for juvenile crime, especially between 3:00–6:00 p.m. (Afterschool Alliance) and youth violent crime peaks in the afternoon on school days, with a significant share occurring between 3:00–7:00 p.m. (OJJDP). By providing a supervised, structured program during these hours, FSBGC reduces unsupervised time and strengthens protective factors through positive adult mentorship and skill-building routines. FSBGC's program is a true workforce development pipeline—not a one-time career day. Teens will progress through defined modules that build career awareness, technical exposure, and workplace readiness (professionalism, communication, teamwork, problem-solving, and reliability). Modules include Alternative Energy, Electricity, Flight Principles, Manufacturing–Production, Computer Science, Engineering, Forensic Science, Nutrition & Wellness, Design/Pre-Construction, Environment & Ecology, Health Science, and Robotics. This program directly aligns with Fort Smith Public School's Career and Technical Education (CTE) program. The FSBGC's Teen Center is 100% free for teens and families. By integrating workforce development into the Teen Center's core operations, FSBGC will help teens build real skills, discover viable career pathways, and leave high school with a practical plan for "life after graduation." The Paxton/Patterson Learning Systems, (which includes College & Career Ready Labs, Career Discovery Labs, Future Ready Labs, Health Science Careers, and Construction Career Labs) costs $24,595. It is the intention of the Club to use 100% of CDBG monies for the program and fill in anything missing through the Club's budget.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$4,595.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Funding Uses/Expenses

CDBG
$19,676.00

HOME
$0.00

Commited CDBG
$4,919.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$24,595.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by grants@fsbgc.org on 2/26/2026 10:09 PM

Case Id: 30296
Name: Fort Smith Boys & Girls Clubs - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
TAX EXEMPT CERTIFICATE.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
bus license.pdf

☑ **Fort Smith City Business License**
2026 Business Licenses.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
2026 Budget UW.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel.pdf

☑ **A list of the Agency Board Members**
2025 Board of Directors List and Meeting Dates1.xlsx

☑ **Agency Board of Directors Authorization to Submit Application**

resolution.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 FSBGC Form 990.pdf

☑ **Upload all Financial Commitment Letters**

financial committment letter pbl.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

2025 Signed W-9.pdf

☑ **Agency Wide Audit or Financial Statements**

2024 FSBGC Audited Financial Statements.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by mminnick@fortsmithhousing.org on 2/13/2026 10:40 AM

Case Id: 30291
Name: Fort Smith Housing Authority - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

No

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

CDBG: Community Development. Lot Acquisitions and any associated demolition, site clearance, and infrastructure needs related to lot acquisitions. Lots acquired would be used in the Compass Realty & Construction Group's Homebuyer Program.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

86

Applicant Questions

Completed by sadams@fortsmithhousing.org on 2/25/2026 11:35 AM

Case Id: 30291
Name: Fort Smith Housing Authority - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☑ **Category A - CDBG Community Development - $170,625 Estimated**
If you chose Category A (Community Development), please DO NOT answer the following:
#3, #10, #11, #12, #13

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #3, Aff. Hsg. 4 - Lot Acquisition, Strategy 2.3

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

N/A

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
N/A

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilitation project?
No

6. Does the agency own the property for which the funds will be used?
Not applicable - property to be acquired with this application

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)
Project addresses not available; lots to be acquired using CDBG funds.

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☑ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

Very Low Income - VLI

Low Income - LI
6

Total
6

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?
Not Applicable; Subrecipient Project

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
N/A

Acquire / Rehabilitate / Resale
N/A

Down Payment Assistance
N/A

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
Internal marketing to our Housing Choice Voucher clients; external marketing through social media, word of mouth, and real estate and banking partners.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
External marketing through social media and outreach to community partners with a focus on serving low-income populations.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

By acquiring the lots using CDBG funds, we will be lowering the cost to the eventual homeowner. This will address Fair Housing Choice under remedial actions 1 and 4.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
January 1 - December 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements
Agency received more than $75,000.01 from CDBG or HOME (Upload Audit in Documents Tab)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Yes, our agency administers the housing choice voucher program and participates in the low-income housing tax credit program.

Project/Activity Budget

Completed by mminnick@fortsmithhousing.org on 2/25/2026 11:55 AM

Case Id: 30291
Name: Fort Smith Housing Authority - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
The lack of available land, on which affordable housing can be constructed, is a large barrier to affordable housing. This project/activity seeks to help alleviate this barrier by using CDBG and matching funds from the Fort Smith Housing Authority (FSHA) to acquire and prepare available lots within the city of Fort Smith for eventual affordable housing construction. We estimate the activity can result in approximately six to ten buildable lots being acquired. This estimate reflects varying lot prices and includes projected costs associated with site preparation, including necessary cleanup or demolition. The lots would be used by FSHA's affiliate, Compass Realty & Construction Group, in its Affordable Housing Program to further affordable homeownership opportunities for low- to moderate-income families.

Funding Sources/Revenues

CDBG
$170,625.00

HOME
$0.00

Commited CDBG
$34,125.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$204,750.00

Funding Uses/Expenses

CDBG
$170,625.00

HOME
$0.00

Commited CDBG
$34,125.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$204,750.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by sadams@fortsmithhousing.org on 2/26/2026 2:18 PM

Case Id: 30291
Name: Fort Smith Housing Authority - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**

1. IRS 501c3 designation - not applicable.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**

2. Arkansas Secretary of the State - not applicable.pdf

☑ **Fort Smith City Business License**

3. Proof of Business License Registration - FSHA.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**

4. Agency's 2026 budget.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**

5. Agency Profile.pdf

☑ **A list of the Agency Board Members**

6. Agency Board Members.pdf

☑ **Agency Board of Directors Authorization to Submit Application**

7. Authorization to Submit Application.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

8. IRS 990 - not applicable.pdf

☑ **Upload all Financial Commitment Letters**

9. Funding Commitment Letter - FSHA.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

10. FSHA W-9.pdf

☑ **Agency Wide Audit or Financial Statements**

11. Agency Wide Audit 2024.pdf

☑ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

12. Explanation on Agency Facilities Accessibility - not applicable.pdf

☑ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

13. Cost Estimate for Lot Acquistion.pdf

☑ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

14. Cost Estimate of Goods - not applicable.pdf

☑ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

Pre-Application Questions

Completed by adaniels@girlsincfortsmith.org on 2/2/2026 2:41 PM

Case Id: 30282
Name: Girls Inc. of Fort Smith - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

No

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Free services for low-income families such as membership, transportation, summer and outreach programs.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

92

Applicant Questions

Completed by adaniels@girlsincfortsmith.org on 2/18/2026 3:16 PM

Case Id: 30282
Name: Girls Inc. of Fort Smith - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal # 4, Public Services, Objective 1, Strategy 1.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

Expansion of services for more girls at low-income neighborhood schools

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
25

Very Low Income - VLI
15

Low Income - LI
135

Total
175

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
0

Acquire / Rehabilitate / Resale
0

Down Payment Assistance
0

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
Yes; information is placed on our entrance door as well as on our applications to apply for services. Past clients will also be notified so they may reapply the next year.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
Information is included about assistance being available on every membership form, which has to be filled out to become a member. We also discuss this in person with families when they sign up for programs as well as during school events when a booth is set up with information about our program.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Our services specifically address the area of Fair Housing related to improving neighborhood amenities at a cost free of charge to people who fall into the low income categories. This allows their girls and families to utilize an after-school and summer program that they may not otherwise could afford, giving them a safe alternative to their girls possibly staying at home alone or in another less quality environment then Girls Inc. provides.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
January 1 - December 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements
Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

No

Project/Activity Budget

Completed by adaniels@girlsincfortsmith.org on 2/18/2026 3:17 PM

Case Id: 30282
Name: Girls Inc. of Fort Smith - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
We are requesting $20,000 in funding to help provide the Girls Inc. Experience to more girls who may not be able to afford it, making them choose other options that may be free and not safe, such as staying at home unsupervised where they would not be exposed to safe, educational, quality, supervised program initiatives. Although a minimal fee of $30 for annual membership is required for both in-center and outreach programming. Our after-school transportation is a total of $200 for the school year and $240 for our full summer program. A much smaller program fee is charged for our outreach participants of $30. Funding from other sources, will help cover any additional scholarships needed, as well as other program costs that will be incurred such as supplies, salaries, etc. Our United Way funds go directly into our program expenses such as staff wages, supplies, overhead, etc. Current enrollment for these programs are as follows: After-school/transportation: Approximately 175 girls, which is pretty flat year over year. Outreach: 168 up from 107 last year Summer: 288 up from 250 last year Year over year we had a total increase in girls in 2025 by nearly 100 with a total of 898 girls served. We served 816 girls in 2024. Specifically, funds would be used as follows: 50 in center memberships x $30 = $1500 25 summer scholarships x $240 ($30 a week x 8 weeks) = $6000 30 transportation scholarships x $200 ($25 a month for 8 months) = $6,000 116.66 outreach memberships x $30 = $3,500 100 outreach program fees x $30 = $3000 Here is a breakdown of cost to us, per girl, in each of these programs: After-school: $1,750 Outreach: $1,493 Summer: $830 Our committed dollars include $25,000 from West Fraser, $5000 from the Walter O. Caldwell Foundation and $1700 from the Arkansas Community Foundation.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$31,700.00

Commited HOME
$0.00

Not Committed CDBG
$110,000.00

Not Committed
$0.00

Total
$161,700.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$31,700.00

Committed HOME
$0.00

Not Committed CDBG
$110,000.00

Not Committed
$0.00

Total
$161,700.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by adaniels@girlsincfortsmith.org on 2/18/2026 3:17 PM

Case Id: 30282
Name: Girls Inc. of Fort Smith - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
taxexemptltrs.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
GoodStanding12.2025.pdf

☑ **Fort Smith City Business License**
Buslicense26.jpg

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
2026Budgetonly.xlsx

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
AdministrativeProfilewithBoard2024.docx

☑ **A list of the Agency Board Members**
2026 BOARD ROSTER.docx

☑ **Agency Board of Directors Authorization to Submit Application**

CDBGresolution16.docx

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 Girls Incorporated of Fort Smith Tax Returns Without Sch B.pdf

☑ **Upload all Financial Commitment Letters**

WestFraser26.pdf
Caldwell.ARCFgrantinfo25.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

W-9.2025.pdf

☑ **Agency Wide Audit or Financial Statements**

Girls Inc 2024 audited financial.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by laurie@hamiltoncca.org on 2/3/2026 3:29 PM

Case Id: 30288
Name: Hamilton Center for Child Advocacy - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Services to child abuse victims and their non-offending family members such as: Case management, Emergency food and housing assistance; sexually transmitted infections medication, and transportation assistance.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

16

Applicant Questions

Completed by laurie@hamiltoncca.org on 2/3/2026 3:49 PM

Case Id: 30288
Name: Hamilton Center for Child Advocacy - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #4, Public Services, Strategy 1.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

The request is to increase the number of clients served. We serve over 300 Fort Smith child victims of abuse and their non-offending family members each year who need assistance navigating the justice system, recovering from crisis, and rebuilding after trauma.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
No

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?
No

6. Does the agency own the property for which the funds will be used?
No

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)
n/a

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
150

Very Low Income - VLI
100

Low Income - LI
50

Total
300

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
n/a

Acquire / Rehabilitate / Resale
n/a

Down Payment Assistance
n/a

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
Our clients are obtained strictly by referral from law enforcement or the Department of Children and Family Services. We are not able to provide services unless one of these agencies has initiated a referral.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
Although we do not provide direct services unless there is a referral, the Hamilton Center participates in city wide events and civic clubs, e.g. National Night Out, etc., to speak about child abuse prevention and how to report suspected child abuse.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

n/a

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
July 1 - June 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

Chief Danny Baker

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

VOCA - Victims of Crime Act federal funds

Project/Activity Budget

Completed by laurie@hamiltoncca.org on 2/26/2026 10:08 AM

Case Id: 30288
Name: Hamilton Center for Child Advocacy - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
The Community Development Block Grant funds will enhance HCCA's advocacy program for case management services. These funds will allow us to provide comprehensive case management services to 267 Fort Smith child victims of abuse at the cost of $75.00 per case. The advocates at the Hamilton Center offer a wide range of case management services to children and their non-offending family members. These services include: 1. Empathy and Support: Providing emotional support, validation, reassurance, and a non-judgmental approach to help the family feel heard and understood. 2. Safety Planning: Working with the family and child protective services to identify potential dangers and develop a safety plan. 3. Referrals: Providing appropriate referrals to community resources such as counseling, medical care, and financial assistance. 4. Collaboration: Working closely with other professionals involved in the case such as law enforcement, child protective services, and legal representation. 5. Advocacy: Advocating for the needs and rights of the child and non-offending family member throughout the investigation and legal proceedings. 6. Information Provision: Keeping the family informed about the investigation, legal process, and potential outcomes. 7. Support During Legal Proceedings: Accompanying the family to court hearings and providing emotional support. 8. Follow-Up: Regularly checking in with the family to monitor progress and address ongoing needs or concerns. 9. Collaboration with Schools: Working with the child's school to provide support and accommodations. 10. Family Involvement: Encouraging active involvement of the non-offending family member in the child's recovery. These strategies are implemented to ensure that Fort Smith victims have access to comprehensive services and support throughout their healing process and involvement in legal proceedings.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$20,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$20,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by laurie@hamiltoncca.org on 2/4/2026 10:01 AM

Case Id: 30288
Name: Hamilton Center for Child Advocacy - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
HCCA IRS status.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Letter of Good Standing.DOCX

☑ **Fort Smith City Business License**
002382-2019 HAMILTON CENTER BL EXP 07.2026.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
HCCA 2025.26 budget.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Laurie Burnett Admin.pdf

☑ **A list of the Agency Board Members**
HCCA Board Listing 2026.xlsx

☑ **Agency Board of Directors Authorization to Submit Application**

2026 HCCA Certification Letter.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 Tax Return Documents(HAMILTON CENTER) signed.pdf

☑ **Upload all Financial Commitment Letters**

2026 HCCA Committment Letter.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

w9 2026.pdf

☑ **Agency Wide Audit or Financial Statements**

2025.06.30 Hamilton Center Audit - FINAL.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by mminnick@fortsmithhousing.org on 2/13/2026 10:58 AM

Case Id: 30304
Name: Nelson Hall Homes - 2026
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

No

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

No

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

CDBG: Community Development. Infrastructure Modifications to Buildings and Infrastructure. Nelson Hall Homes is a collection of duplexes and four-plexes, originally constructed in the 1960's as public housing, that continues to exclusively serve low-income tenants. This application would assist with the removal and replacement of failing, original, under slab plumbing of the units.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

86

Applicant Questions

Completed by mminnick@fortsmithhousing.org on 2/26/2026 2:17 PM

Case Id: 30304
Name: Nelson Hall Homes - 2026
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☑ **Category A - CDBG Community Development - $170,625 Estimated**
If you chose Category A (Community Development), please DO NOT answer the following:
#3, #10, #11, #12, #13

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
Goal #3, Aff. Hsg. 4 - Lot Acquisition, Strategy 2.3 Utility Reconstruction

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

N/A

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
No

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?
No

6. Does the agency own the property for which the funds will be used?
Yes

Upload Deed

☑ **Deed**

WarrantyDeed-Recorded.pdf

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

2100 North 31st Street, Fort Smith, AR 72904

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☑ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

Very Low Income - VLI

16

Low Income - LI

Total

16

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?
Not Applicable; Subrecipient Project

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
N/A

Acquire / Rehabilitate / Resale
N/A

Down Payment Assistance
N/A

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
This activity will take place at an existing development. The development utilizes social media and various apartment marketing websites (e.g. apartments.com) to maintain its waiting list.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
This activity will take place at an existing development. The development utilizes social media and various apartment marketing websites (e.g. apartments.com) to maintain its waiting list.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

The CDBG funds will be utilized to repair existing housing stock, furthering the Fair Housing Choice remedial action 4.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
January 1 - December 31

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency not funded with CDBG or HOME (Upload 2 years of Financial Statements in the Audit section of the Documents Tabs)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Yes, Nelson Hall Homes receives federal funding through Project-Based Vouchers (PBV), part of the HUD Section 8 Program.

Project/Activity Budget

Completed by mminnick@fortsmithhousing.org on 2/26/2026 2:18 PM

Case Id: 30304
Name: Nelson Hall Homes - 2026
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Nelson Hall Homes funds, alongside CDBG funding, will be pledged to carry out the proposed infrastructure upgrades at its housing community serving elderly and disabled residents. According to the attached cost estimates, FSHA is prepared to contribute up to $34,125 toward replacing exterior water shut-off valves, sewer and water lines located beneath the slab, and exterior sewer cleanouts. This anticipated investment will fund the replacements at sixteen units and is based on an estimated cost of approximately $12,000 per unit. If the awarded CDBG funds are less than the requested amount, FSHA will proportionally adjust its financial contribution to remain consistent with the funding available while preserving the overall scope and integrity of the project. We remain firmly dedicated to correcting the aging sewer and water infrastructure to ensure the long-term sustainability of the property and to continue delivering safe, sanitary, and affordable housing for elderly and disabled residents. These upgrades are critical to safeguarding resident health, maintaining regulatory compliance, and enhancing the broader community.

Funding Sources/Revenues

CDBG
$170,625.00

HOME
$0.00

Commited CDBG
$34,125.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$204,750.00

Funding Uses/Expenses

CDBG
$170,625.00

HOME
$0.00

Commited CDBG
$34,125.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$204,750.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by mminnick@fortsmithhousing.org on 2/26/2026 2:18 PM

Case Id: 30304
Name: Nelson Hall Homes - 2026
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**

1. IRS 501c3 desingation - Nelson Hall Homes.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**

2. Certificate of Good Standing - Nelson Hall Homes.png

☑ **Fort Smith City Business License**

3. Proof of Business License Registration - NHH.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**

4. Agency 2026 Budget.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**

5. Agency Profile.pdf

☑ **A list of the Agency Board Members**

6. Agency Board Members.pdf

☑ **Agency Board of Directors Authorization to Submit Application**

7. Agency Authorization to Submit Application.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

8. IRS 990 - Nelson Hall Homes.pdf

☑ **Upload all Financial Commitment Letters**

9. Financial Commitment Letter - Nelson Hall Homes.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

10. W-9 Nelson Hall Homes.pdf

☑ **Agency Wide Audit or Financial Statements**

11. Agency Wide Audit 2024.pdf

☑ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

12. Explanation on Agency Facilities Accessibility - not applicable.pdf

☑ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

13. Cost Estimate Letter from CRCG.pdf

☑ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

14. Cost Estimate of Goods - not applicable.pdf

☑ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

Pre-Application Questions

Completed by sharon@thenextstepfs.org on 2/11/2026 11:18 AM

Case Id: 30297
Name: Next Step Day Room, Inc. - FY 2027
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

No

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

The public service funding that we will apply for would be used for case management for our community housing program participants. None of the funding would be used for salaries or operations.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

25

Applicant Questions

Completed by sharon@thenextstepfs.org on 2/23/2026 10:26 AM

Case Id: 30297
Name: Next Step Day Room, Inc. - FY 2027
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY

1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025

2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)

Goal #5, Homelessness, Strategy 1.1

CDBG PUBLIC SERVICE

3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

Funds would be used to support case management services in our transitional housing program

HOMELESSNESS

4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

NA

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER

5. Is this a new residential type construction or rehabilition project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

NA

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
38

Very Low Income - VLI

Low Income - LI

Total
38

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?
Not Applicable; Subrecipient Project

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
NA

Acquire / Rehabilitate / Resale
NA

Down Payment Assistance
NA

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
We have a new agency website with information about our services and housing. We also have an active media presence on our face book and instagram pages. Our executive director participates in several community organizations where she is able to share information to the community and other service providers.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
We provide services and information daily at our emergency day shelter to homeless. We also have two staff and a volunteer who do street outreach providing services and information to homeless.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Next Step case management team furthers Fair Housing Choice by addressing Impediment 6.5 by addressing limited resources to assist lower income persons. This is accomplished each week when Next Step case managers visit with residents in our transitional housing program about their housing choices and options. Next Step is helping the City of Fort Smith increase its outreach and education of fair housing to low-income persons and immigrant populations. This education concerning fair housing choices is discussed with each client by our case managers, and assisting each client obtain low-income housing is always a priority for our agency. Finding safe and affordable permanent housing is one of the requirements of the successful completion of our transitional housing program. Fair housing posters and other publications are prominently displayed in our day shelter in the main hallway, in our other shelter rooms and in our houses. Most of our clients fall into the category of protected class members. During our homeless coalition meetings with other agencies, we discuss idea and new insights into the disparate burden that exists with the vulnerable homeless population and how fair housing issues can be addressed in our community.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
July 1 - June 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received more than $75,000.01 from CDBG or HOME (Upload Audit in Documents Tab)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Yes. We receive an Emergency Solutions Grant (ESG) to assist with some of our emergency day shelter operations such as rent, utilities and funds to help support our street outreach program. In the past year we received HOME-ARP funds from ADFA to help support food for our housing program and to assist with operational funds. That funding ends in April, 2026. We have been granted funding from ADFA for our upcoming bridge housing facility but haven't received that funding yet. We are receiving HOME-ARP funds through the City of Fort Smith for that same upcoming project.

Project/Activity Budget

Completed by sharon@thenextstepfs.org on 2/23/2026 10:42 AM

Case Id: 30297
Name: Next Step Day Room, Inc. - FY 2027
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
This funding will be used to help us provide case management services to individuals and families in our community housing program. We will be using agency funds to commit to 100% of the funds awarded for public service.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$20,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$20,000.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$20,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$20,000.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by sharon@thenextstepfs.org on 2/23/2026 8:42 PM

Case Id: 30297
Name: Next Step Day Room, Inc. - FY 2027
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
IRS 501(c)3.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
Certificate of Good Standing May 2025.pdf

☑ **Fort Smith City Business License**
Business License exp 2-2-27.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
Budget July 1, 2025-June 30, 2026.docx

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Staff information top two positions 2025.docx

☑ **A list of the Agency Board Members**
Board Members .docx

☑ **Agency Board of Directors Authorization to Submit Application**

Letter.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

990 2024.pdf

☑ **Upload all Financial Commitment Letters**

Letter.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

w-9.pdf

☑ **Agency Wide Audit or Financial Statements**

Audit_NextStepDayRoom_063025 for 6-30-24.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by development@riverviewhopecampus.org on 2/12/2026 5:35 PM

Case Id: 30301
Name: Riverview Hope Campus - 2026
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

No

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Riverview HOPE Campus is requesting CDBG assistance to replace two failing HVAC units that serve a significant portion of Fort Smith's homeless population. These units provide essential heating and cooling exclusively within shelter areas, ensuring individuals experiencing homelessness have protection from extreme weather. The shelter has the capacity to serve up to 143 individuals per night. Replacing these aging systems will directly benefit shelter guests by maintaining safe, climate-controlled indoor spaces that reduce exposure to extreme heat and cold, lower weather-related health risks, and support a healthy, habitable shelter environment. Reliable heating and cooling are critical to preserving health, safety, and dignity for individuals who have no alternative housing options in the community.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

2,017

Applicant Questions

Completed by development@riverviewhopecampus.org on 2/27/2026 10:43 AM

Case Id: 30301
Name: Riverview Hope Campus - 2026
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY

1. Please check the category for the project/activity?

☑ **Category A - CDBG Community Development - $170,625 Estimated**

If you chose Category A (Community Development), please DO NOT answer the following: #3, #10, #11, #12, #13

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025

2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)

1.1; Goal #5, Homelessness, Strategy 1.1

CDBG PUBLIC SERVICE

3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

HOMELESSNESS

4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

Yes.

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER

5. Is this a new residential type construction or rehabilition project?

No

6. Does the agency own the property for which the funds will be used?

Yes

Upload Deed

☑ **Deed**

RVHC Deed.pdf

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

301 S E St, Fort Smith, AR 72901

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☑ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **Planning Approval**

***No files uploaded*

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

100

Very Low Income - VLI

100

Low Income - LI

43

Total

243

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
N/A

Acquire / Rehabilitate / Resale
N/A

Down Payment Assistance
N/A

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
Through social media, our website, and word of mouth

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
Through social media, our website, and word of mouth

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

The new HVAC system will allow Hope Campus to continue maintaining a stable environment for homeless individuals using our services. This will also allow Hope Campus to keep the homeless population seeking shelter from inclement weather comfortable during extreme weather conditions.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
July 1 - June 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements
Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?
None

Project/Activity Budget

Completed by development@riverviewhopecampus.org on 2/27/2026 11:30 AM

Case Id: 30301
Name: Riverview Hope Campus - 2026
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
Riverview HOPE Campus is requesting Community Development Block Grant (CDBG) funding to replace aging and failing HVAC units that serve the primary overnight shelter sleeping area where guests reside each night.

Funding Sources/Revenues

CDBG
$19,500.00

HOME
$0.00

Commited CDBG
$1,950.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Funding Uses/Expenses

CDBG
$19,500.00

HOME
$0.00

Commited CDBG
$18,500.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by development@riverviewhopecampus.org on 3/13/2026 6:06 PM

Case Id: 30301
Name: Riverview Hope Campus - 2026
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
IRS 501(c)(3) 2019.pdf

☐ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
***No files uploaded*

☑ **Fort Smith City Business License**
RVHC Business License 11.26.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
BudgetOverviewBudget_FY26_PL-FY26PL.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Top Mgmt Profiles 2026.pdf

☑ **A list of the Agency Board Members**
Board Members.docx

☑ **Agency Board of Directors Authorization to Submit Application**
RVHC Board Sig CDBG 26.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**
RiverviewHope_CLNT_063024.pdf

☑ **Upload all Financial Commitment Letters**
Letter of Commitment 2.27.26.pdf

☐ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**
***No files uploaded*

☑ **Agency Wide Audit or Financial Statements**
RiverviewHopeCampus_Audit_063024.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**
***No files uploaded*

☑ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**
PROPOSAL 2.27.26 CDBG.docx

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**
***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**
***No files uploaded*

Pre-Application Questions

Completed by dominique.darby@uss.salvationarmy.org on 2/12/2026 8:41 PM

Case Id: 30302
Name: The Salvation Army - 2026
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

No

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Public Service: The Salvation Army proposes to provide short-term rental assistance to LMI individuals and families experiencing financial hardship and potentially at risk of eviction. This assistance will directly stabilize housing by helping eligible households remain safely housed, preventing displacement and homelessness. Funds will be used solely for direct rental assistance payments on behalf of qualifying LMI households.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

129

Applicant Questions

Completed by dominique.darby@uss.salvationarmy.org on 2/20/2026 11:02 AM

Case Id: 30302
Name: The Salvation Army - 2026
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
A. #5 B. Homelessness C. Strategy 1.1

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

This program will be a new program for The Salvation Army this program year. We had a one time funding in 2019 and concluded in 2020. We have seen an increase in ask for rental assistance and seems to be a major gap in our community for those who find their selves in need of of this program.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?

6. Does the agency own the property for which the funds will be used?

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
3

Very Low Income - VLI
20

Low Income - LI
2

Total
0

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
NA

Acquire / Rehabilitate / Resale
NA

Down Payment Assistance
NA

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
The Salvation Army website, Social Media, 211 listing

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
Our Social Media is a big component to getting information out to the community. We also share resources with other agencies, as well as list our services on our website and United Way 211 phone system and findhelp.org.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Our rental assistance program will directly advance the fair housing choice by addressing the primary impediment identified in the document: housing affordability and insufficient income. The report notes that low to middle income housing face a disparagingly higher rate of housing instability and face continual cost burden due to income. By reducing this rental burden, it will prevent evictions for a household, reduce homelessness risk, while offering stable housing to our community.

ORGANIZATIONAL
16. Are all agency facilities accessible to those with mobility impairments?
Yes

17. What is the agency's fiscal year?
October 1 - September 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency not funded with CDBG or HOME (Upload 2 years of Financial Statements in the Audit section of the Documents Tabs)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

None

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☐ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☐ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

none

Project/Activity Budget

Completed by dominique.darby@uss.salvationarmy.org on 2/26/2026 12:48 PM

Case Id: 30302
Name: The Salvation Army - 2026
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
The Salvation Army is requesting $20,000 for rental assistance. We have $2000 committed funds from United Ways for this current fiscal year and applied for additional funding for this upcoming new year. The $20,000 will be focused on rental assistance for those in our community who face financial hardship in that month and potentially at risk of housing instability. Clients will be eligible up to $1800 for rental assistance per household, provided they meet the income level and other requirements needed to process.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$2,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$2,000.00

Total
$22,000.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$2,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$2,000.00

Total
$22,000.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by dominique.darby@uss.salvationarmy.org on 3/6/2026 1:18 PM

Case Id: 30302
Name: The Salvation Army - 2026
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**

501C letter.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**

2026 Arkansas Secretary of State Good Standing.pdf

☑ **Fort Smith City Business License**

City Business Certificate.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**

FY 2026 Budget - Fort Smith, AR.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**

Agency Profile.pdf

☑ **A list of the Agency Board Members**

Fort Smith Advisory Board Listing 2025 - Revised 4.15.25 (1).pdf

☑ **Agency Board of Directors Authorization to Submit Application**

Board Approval.pdf

☐ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

***No files uploaded*

☑ **Upload all Financial Commitment Letters**

Ft_Smith_UW_Award_Letter_2025.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

W9.pdf

☑ **Agency Wide Audit or Financial Statements**

financial statement.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by dominique.darby@uss.salvationarmy.org on 2/12/2026 8:38 PM

Case Id: 30287
Name: The Salvation Army - 2026
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

No

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Homelessness: The Salvation Army seeks CDBG funding to restore existing Salvation Army owned apartment units that will be used as transitional housing for unhoused families. The proposed renovations will improve safety, habitability, and code compliance, while also allowing families to move directly from emergency shelter into stable transitional housing. This project provides a direct housing benefit by increasing the availability of safe, permanent housing units for homeless families as they work toward long-term housing stability. While housed, participating families will continue to engage in supportive services through Pathway of Hope, funded through non-CDBG sources.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

129

Applicant Questions

Completed by dominique.darby@uss.salvationarmy.org on 2/27/2026 10:28 AM

Case Id: 30287
Name: The Salvation Army - 2026
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY

1. Please check the category for the project/activity?

☑ **Category A - CDBG Community Development - $170,625 Estimated**

If you chose Category A (Community Development), please DO NOT answer the following: #3, #10, #11, #12, #13

☐ **Category B - CDBG Public Services - $117,625 Estimated**

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025

2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)

A. Goal #5 B. Homelessness C. Strategy 1.1

CDBG PUBLIC SERVICE

3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

HOMELESSNESS

4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)

The Salvation Army has operated an emergency shelter for many years in the Ft Smith community and after recent renovations due to water damage, it reopened as a family shelter. The Family Shelter currently has15 beds available for families with minor children. We offer continual case management and support for families as they work toward permanent housing and stability. With these regularly scheduled meetings, families will set weekly goals and action steps to move them toward becoming self sustaining. This can be from steps to getting IDs to help with job securing, to saving plans, to help finding jobs and more. It is all based on individual needs.

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER

5. Is this a new residential type construction or rehabilition project?
Yes

Provide Cost Estimates by a State Licensed Contractor in Documents tab

☐ **Cost Estimates by a State Licensed Contractor**
***No files uploaded*

6. Does the agency own the property for which the funds will be used?
Yes

Upload Deed

☐ **Deed**
***No files uploaded*

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)
323 N. 6th St. Fort Smith AR

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☑ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI

Very Low Income - VLI
6

Low Income - LI

Total
6

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
na

Acquire / Rehabilitate / Resale
na

Down Payment Assistance
na

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
The Salvation Army website, Social Media, 211 listing

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
We target low income persons about through our social media page. We also share resources with other agencies, as well as list our services offered through the 211 phone line and findhelp.org

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

One of the primary impediments identified with the Fair Housing Choice Review is housing affordability and insufficient income. Through our transitional housing, it will provide families who have found theirselves in our family

shelter but a path back to sustainable housing, lifting the financial burden of rising housing rates. By reducing this rental burden, it will provide housing stability while setting goals to more permanent housing.

ORGANIZATIONAL

16. Are all agency facilities accessible to those with mobility impairments?

No

Please provide an explanation

The apartment building has an upstairs and downstairs unit. The top floor apartment would not be accessible for some mobility impairments.

17. What is the agency's fiscal year?

October 1 - September 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency not funded with CDBG or HOME (Upload 2 years of Financial Statements in the Audit section of the Documents Tabs)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

none

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☐ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☐ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

none

Project/Activity Budget

Completed by dominique.darby@uss.salvationarmy.org on 2/27/2026 10:43 AM

Case Id: 30287
Name: The Salvation Army - 2026
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
The Salvation Army is requesting 100,000 to rehab two apartment units that will be utilized as housing for those moving from the family shelter toward stable housing. We have committed funds from general donations that will serve as the match.

Funding Sources/Revenues

CDBG
$100,000.00

HOME
$0.00

Commited CDBG
$10,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Funding Uses/Expenses

CDBG
$100,000.00

HOME
$0.00

Commited CDBG
$10,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by dominique.darby@uss.salvationarmy.org on 3/6/2026 1:49 PM

Case Id: 30287
Name: The Salvation Army - 2026
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**

501C letter.pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**

2026 Arkansas Certificate of Good Standing.pdf

☑ **Fort Smith City Business License**

City Business Certificate.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**

2026 Proposed budget.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**

Agency Profile.pdf

☑ **A list of the Agency Board Members**

Fort Smith Advisory Board Listing 2025 - Revised 4.15.25 (1).pdf

☑ **Agency Board of Directors Authorization to Submit Application**

Board Approval.pdf

☐ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

***No files uploaded*

☐ **Upload all Financial Commitment Letters**

***No files uploaded*

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

W9.pdf

☑ **Agency Wide Audit or Financial Statements**

financial statement.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☑ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

Apartment bid 1.pdf

☑ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

apartment purchases estimate.pdf

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

Pre-Application Questions

Completed by srca1@sebastian.kscoxmail.com on 2/4/2026 2:22 PM

Case Id: 30290
Name: Fort Smith Senior Activity Center- S.R.C.A - FY
Address: *No Address Assigned

Pre-Application Questions

Please provide the following information.

PRIOR PROGRAM EXPERIENCE

1. Has the agency been funded by the City of Fort Smith CDBG or Home programs within the past 3 years ?

Yes

GEOGRAPHIC SERVICE AREA

2. Does the agency serve more than the citizens of Fort Smith? NOTE: Fort Smith CDBG and/or HOME funds cannot be used outside the city limits; Contact the Arkansas Economic Development Commission for the Small Cities CDBG Program

Yes

PROPOSED PROJECT/ACTIVITY

3. CDBG and HOME programs do not directly fund agency staff salaries and operations. The proposal must be a DIRECT service to the beneficiary. Please BRIEFLY explain the proposal

Provides hot nutritional home delivered meals to (ELI) older Americans, who would otherwise not have a lunch meal.

SERVICE TO FORT SMITH CITIZENS

4. How long has the agency served low-income Fort Smith citizens

50

Applicant Questions

Completed by srca1@sebastian.kscoxmail.com on 2/24/2026 11:28 AM

Case Id: 30290
Name: Fort Smith Senior Activity Center- S.R.C.A - FY
Address: *No Address Assigned

Applicant Questions

Please provide the following information.

APPLICATION CATEGORY
1. Please check the category for the project/activity?

☐ **Category A - CDBG Community Development - $170,625 Estimated**

☑ **Category B - CDBG Public Services - $117,625 Estimated**

If you chose Category B (Public Service), please DO NOT answer the following:
#4, #5, #6, #7, #8, #10, #11, #12, #13

☐ **Category C - HOME CHDO - $54,000 & Entitlement $270,000 - Estimated**

5 YEAR CONSOLIDATED PLAN FOR PROGRAM YEARS 2021-2025
2. For the proposed project, review the 5 Year Goals, objectives and Strategies in the library tab and provide below A - The Goal Number, B -The Goal Name and C - The Strategy Number (1.1; Goal # 5, Homelessness, Strategy 1.1, etc)
A.) Goal # 4 B.)Public Services C.) Strategy 1.1 to utilize CDBG public service funding cap to assist public service programs, including but not limited to, fair housing, senior services, youth services, and child care services.

CDBG PUBLIC SERVICE
3. A CDBG Public Service activity must be either a new proposal need which must be documented and evidence provided OR it is an increase in the level of services your agency already provides

These funds must be used to increase clients not to free up funds for another use. Please explain which one it is and that no funds will be substituted for the service already provided.

SRCA Inc. will use the CDBG funds to remove older Americans from a waiting list for a lunch meal. Currently we have 45 individuals on a waiting list that continues to grow each day. No CDBG funds will be used to free up any funds, but to increase service capacity and services for older Americans in Fort Smith Arkansas.

HOMELESSNESS
4. Does the agency provide Homelessness assistance, continued care or shelter? (regardless of funding source, i.e. ESG, etc.)
N/A

HOUSING - AFFORDABLE/TRANSITIONAL/PERMANENT SUPPORTIVE/NON-CONGREGATE/SHELTER
5. Is this a new residential type construction or rehabilition project?
No

6. Does the agency own the property for which the funds will be used?
No

7. For CDBG Category A and new construction, insert the project address(es) below (if it is different than the agency address on the front application page)
N/A

8. If this is a new construction project or has any exterior improvements or a change in the use of the structure, please upload an approval letter for the proposal from the Fort Smith Planning Department. The city will not process or offer funding for the project that requires rezoning, a conditional use or variance unless the process is completed prior to the application deadline

☐ **This proposal is new construction / exterior improvements or a change in the use of the structure**

☐ **No, these improvements are entirely inside the existing building and the same use**

PROJECT BENEFICIARIES

9. CDBG and Home Programs are both income based, in the boxes below, provide the information to indicate the number of the Low Income Fort Smith Citizens the proposed project will serve. Please NOTE: Do not enter number ranges in the boxes below. The application automatically totals the numbers at the bottom of the answers for CDAC to review

Extremely Low Income - ELI
39

Very Low Income - VLI

Low Income - LI

Total
37

HOME INVESTMENT PARTNERSHIP ACT

10. For HOME Projects, you will be required to complete Steps 1,3 & 4 of Exhibit "M" for CHDO Projects. Exhibit "N" for HOME Subrecipient Projects and Exhibit "N" Step 1 for downpayment Assistance Projects (DPA)

Both Exhibits "M" and "N" are online at **www.fortsmithar.gov** under the Community Development Tab under Partner Documents

11. CHDO Projects ONLY: If you are applying as a HOME Community Housing Development Organization (CHDO), has your agency been re-certified for 2022 as of this date?
Not Applicable; Subrecipient Project

12. CHDO Projects ONLY: If you are applying under the HOME Program, please check the CHDO role on this proposed project.

13. How many Single Family Homes will the proposed project produce if the project is funded

If this is a Down Payment Assistance project, enter the total number below as well.

New Construction
N/A

Acquire / Rehabilitate / Resale
N/A

Down Payment Assistance
N/A

MARKETING/COMMUNITY EDUCATION
14. How will or does your agency market the services or facilities or the affordable housing to the community
Fort Smith Senior Center, SRCA Inc. partners with the local United Way, providing services listed in a resource catalog distributed to the community. We also partner with the Chamber of Commerce and have been featured on their website. SRCA also has a new website that's in the process of construction and will be up and running soon.

How do you target or get the word out to low-income persons who may not know of the project / services and where to apply.
SRCA Inc. has established strong relationships with local DHS case managers, home health agencies, hospitals, pharmacies, churches, and HUD housing entities. Our outreach includes maintaining an active Facebook page, contributing articles to local newspapers, and participating in radio talk shows to keep journalism active in our community. With the recent closure of RSVP, SRCA is stepping up to bridge the gap for our senior community in Fort Smith, Arkansas by providing guidance and support on Medicare options and open enrollment within case management. We regularly engaged in community activities, host health fairs, and participate in the yearly United Way Day of Caring to showcase our mission and attract volunteers. Additionally, we collaborate with the College of Osteopathic Medicine in Fort Smith, Arkansas, to offer nutrition education and cooking classes for our seniors, focusing on underserved individuals and families in our community.

FAIR HOUSING / EQUAL OPPORTUNITY
15. Please explain how this proposed project will affirmatively further Fair Housing Choice:

Review the 2016 Analysis of Impediments to Fair Housing Choice and explain how the project and/or service will address any of the impediments identified on Pages 88-102. See the Library for full document.

Determinants indicate that seniors are living longer, prompting a need for diverse housing options. Key issues include the availability of smaller, low-maintenance units and rental accommodations suitable for those with live-in caregivers. Accessibility to services and public transportation is essential, especially as many seniors live on fixed incomes, making affordability a significantly HUGE concern. To address these challenges, the City of Fort Smith

supports food security programs for special needs populations. It is vital that food choices do not compromise housing affordability. The City of Fort Smith utilizes entitlement grant programs through non-profits to establish community gardens on vacant lots, providing fresh vegetables to food-insecure older Americans. Additionally, self-help initiatives leverage non-profit and private sector resources to improve access to quality services at our Senior Centers.

ORGANIZATIONAL

16. Are all agency facilities accessible to those with mobility impairments?

Yes

17. What is the agency's fiscal year?

July 1 - June 30

18. Please select the answer below concerning an agency audit. Newly funded agencies will upload 2 years of financial statements

Agency received less than $75,000.00 from CDBG or HOME (financial statement acceptable)

19. Please provide the name(s) of any Community Development Advisory Committee (CDAC) and/or City Board or staff Member serving on the agency's Board or as a volunteer within the past five years.

Additionally provide the name of any Planning / Community Development city staff member that is a relative. If none, please place "None" in the answer box.

N/A

20. These items below are required to receive federal funding in 2 CFR 200. Does your agency have the following documents approved by its Board of Directors? Call 479-784-2209 if you have any questions or need guidance

- ☑ **Affirmative Action Plan**
- ☑ **Commercial Liability / General Casualty Insurance**
- ☑ **Current Lobby Disclosure statement signed by the Executive Director**
- ☑ **Financial Policies**
- ☑ **Grievance and Complaint Procedures for both employees and clients**
- ☑ **Procurement Policies**
- ☑ **Staff Job Descriptions**
- ☑ **Work Place Drug Use Policy**
- ☑ **Written Benefits Policies**
- ☑ **Written Human Resources / EEO Policies**

21. Does your agency currently receive other federal funding or are you in the process of applying for other federal funds?

Yes we received other Federal grant dollars.

Project/Activity Budget

Completed by srca1@sebastian.kscoxmail.com on 2/24/2026 11:33 AM

Case Id: 30290
Name: Fort Smith Senior Activity Center- S.R.C.A - FY
Address: *No Address Assigned

Project/Activity Budget

Please provide the following information.

Project / Activity Budget Narrative

Budget Narrative
CDBG funds will be utilized to purchase raw food for providing daily noon meals to food-insecure older Americans, specifically 39 unduplicated economically low-income (ELI) seniors. The $20,000 allocated for this project will generate 10,140 additional home-delivered meals over the course of one year, significantly expanding our current service capacity. Based on a per-meal raw food cost of $2.99, the total committed project budget of $30,000 will allow us to serve 39 seniors annually. This expansion will reduce our current waitlist of 45 individuals by 86.7%, immediately moving 39 nutritionally at-risk older adults from food insecurity to consistent, medically appropriate meal access. In addition to the direct nutritional benefit, this increased capacity strengthens our ability to respond to rising demand, stabilizes programs operations, and advances our mission to ensure that no homebound senior is left without a reliable source of daily nutrition. Each lunch meal will fulfill one-third of an older American's dietary needs, comprising of 3oz's of protein, 1/2c of vegetables, 1/2c of fruits, 8oz's of milk, 1 serving of bread, and a dessert. Proper nutrition is vital for the overall health of aging American's; it reduces health issues and saves on healthcare cost, which average $2,266 per impatient day spent in Arkansas Many older Americans often forgo meals to afford medications, utility bills, and rent. It is also important to note that many older Americans have faced hardships due to the increase of inflation making it way more challenging for older Americans to maintain their standard of living and financial security. To meet the nutritional needs of these vulnerable seniors, the Fort Smith Senior Center delivers meals daily. Unfortunately, funding shortfalls have forced us to place qualifying seniors on a waiting list for meal services. While we have previously fed more seniors, our federal funding remains the same as it was in 2014. This year marks the third time SRCA has had to utilize a client waiting list for our meal services. We are grateful for the City of Fort Smith's consideration and for their commitment to supporting nutritional and housing affordability initiatives with meaningful and lasting impacts within our city. With your partnership, SRCA will continue building a sustainable nutritional model that protects and uplifts older adults throughout Fort Smith, Arkansas.

Funding Sources/Revenues

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$10,000.00

Commited HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Funding Uses/Expenses

CDBG
$20,000.00

HOME
$0.00

Commited CDBG
$10,000.00

Committed HOME
$0.00

Not Committed CDBG
$0.00

Not Committed
$0.00

Total
$0.00

Percentage of CDBG Leverage
0.00%

Percentage of HOME Leverage
0.00%

Required Documents

Completed by srca1@sebastian.kscoxmail.com on 2/24/2026 11:34 AM

Case Id: 30290
Name: Fort Smith Senior Activity Center- S.R.C.A - FY
Address: *No Address Assigned

Required Documents

Please provide the following information.

Additional Documents

☑ **IRS 501 (c) (3) designation**
501(c)(3).pdf

☑ **Arkansas Secretary of State Registration Include a Certificate of Good Standing**
2026 GoodStanding100045977.pdf

☑ **Fort Smith City Business License**
Business License.pdf

☑ **Agency's Current Budget (with sufficient detail to explain each budget entry)**
Amended Budget25-26.pdf

☑ **Administrative Profile of the Agency and qualifications of Agency's Top Management Personnel (include hire date)**
Deanna Rice Top Agency Profile 2026.pdf

☑ **A list of the Agency Board Members**
Board of Directors List 2026.pdf

☑ **Agency Board of Directors Authorization to Submit Application**

Board Approval CDBA 2026.pdf

☑ **Most recent field IRS 990 Signed by Agency Official (upload ENTIRE document) Digital signatures accepted**

2024 Form 990.pdf

☑ **Upload all Financial Commitment Letters**

Match CDBG 2026.pdf

☑ **Completed IRS W-9 Form with address for check to be mailed to the agency (if funded)**

W-9 2026 grant cycle.pdf

☑ **Agency Wide Audit or Financial Statements**

2024 Audited Financial Statements.pdf

☐ **Explanation why Agency Facilities are not Accessible and how accessibility will be addressed if it is not the project being submitted for consideration**

***No files uploaded*

☐ **A Cost Estimate for Rehabilitation, New Construction Project by a State Licensed Contractor including transitional homeless projects**

***No files uploaded*

☐ **A cost Estimate for any goods to be purchased with potential grant funds. (food, furniture, equipment, etc)**

***No files uploaded*

☐ **HOME Projects - Upload the Underwriting and Market Documents that apply to either a CHDO or Subrecipient (Exhibit M or N)**

***No files uploaded*

City of Fort Smith
City Administrator

MEMORANDUM

TO: Honorable Mayor and Members of the Board of Directors

FROM: Jeff Dingman, Acting City Administrator

DATE: April 21, 2026

SUBJECT: Discussion regarding proposing legislation regarding community notification of hospital service reductions or closures

SUMMARY

At the March 31, the Director Christina Catsavis introduced a draft of a letter to state legislators seeking legislative action regarding community notification when a hospital faces reduction in services or overall closure, and asked for the Board to consider endorsing such a letter.

The Board tabled consideration of endorsement to a study session discussion on April 28, intending that state representatives and senators for the Fort Smith area be invited to attend. Staff invited the members to attend, but all of have conflict with that date due to the General Assembly's fiscal session still being in session on April 28. Several did indicate willingness to participate in such a discussion at a later date.

Since the discussion was formally placed on this specific study session, staff cannot remove or defer it without the Board's express action, so the item remains on the April 28 study session agenda. However, staff recommends that we defer the discussion to a June study session and re-invite the area's legislators to attend.

Please contact me if you have questions.

City of Fort Smith - Director Request to Remove an Item from the April 28, 2026 Study Session Agenda

Fort Smith, Arkansas sent this bulletin at 04/27/2026 10:39 PM CDT



Director Request to Remove an Item from the April 28, 2026 Study Session Agenda

MEDIA NOTIFICATION
April 27, 2026

At approximately 5:30 p.m., Director Andre' Good contacted the City Clerk's Office and advised of an unexpected circumstance that prevents his attendance at the April 28, 2026 study session. Due to his desire to participate in discussion of Item No. 3 on the aforementioned study session agenda, pursuant to Section 2-31(4) of the Fort Smith Municipal Code, Director Good requested the noted and below provided item be removed from the April 28, 2026 study session agenda:

3. Discussion regarding changing to a Mayor-Council form of government ~ *C. Catsavis/Rego placed on future study session agenda at the March 17, 2026 regular meeting ~ (City Administrator)*

All remaining members of the Board were contacted and advised of the request to remove the above referenced item from the April 28, 2026 study session agenda.

Directors Lee Kemp, Kevin Settle, and Jarred Rego concurred with the request; however, Directors George Catsavis, Christina Catsavis, and Neal Martin did not concur.

Due to the concurrence of four (4) directors, the above referenced item has been removed from the April 28, 2026 study session agenda as requested.

Pursuant to Section 2-31(3) of the Fort Smith Municipal Code, Director Good further requested the same item be placed on the May 12, 2026 study session agenda whereby all remaining directors concurred with said request.

Due to the above noted concurrences, the subject item has been removed from the April 28, 2026 study session agenda and placed on the May 12, 2026 study session agenda.

The Agenda Board Packet for the April 28, 2026 study session will be revised accordingly and uploaded to the City of Fort Smith's website as soon as possible. Once uploaded, notice of same will be provided in like-manner.

Sherri Gard, MMC
City Clerk
479-784-2207
sgard@fortsmithar.gov

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