



**COUNTY OF BERGEN**  
**DIVISION OF COMMUNITY DEVELOPMENT**  
One Bergen County Plaza ■ 4<sup>th</sup> Floor ■ Hackensack, NJ 07601-7076  
(201) 336-7225 ■ Fax (201) 336-7247 ■ Email [cdapp@co.bergen.nj.us](mailto:cdapp@co.bergen.nj.us)

**James J. Tedesco III**  
*County Executive*

**Robert G. Esposito**  
*Director*

Dear Partner in Community Development:

Thank you for your interest in submitting an application for FY 2017 funding from the Bergen County Division of Community Development.

Our partnership with the county's 70 municipalities, county government agencies, and scores of nonprofit organizations over the years has resulted in a diverse range of significant quality of life improvements to the benefit of Bergen residents. Whether we have worked together before or you are a new applicant, our continued success means helping you achieve yours. Toward that end and with respect to the application process:

1. The enclosed **USB Flash Drive contains all the information and documents you will need to complete your proposal**: (a) the application; (b) general instructions; (c) directions on how to obtain the Dun & Bradstreet (DUNS) and Central Contractor Registration (CCR) numbers you must have; (c) a sample of the municipal endorsing resolution you must obtain; (d) U.S. Department of Housing and Urban Development (HUD) income criteria and related Bergen County Median Income data that you must comply with to receive funding; and (e) U.S. Office of Management and Budget (OMB) Circular A-122 that defines exactly what services are eligible for funding if you are a nonprofit agency.
2. Applicants are limited to submitting a **maximum of three proposals** for FY 2017 funding. If you are presenting more than one application, please **rank them in priority order** ( most important first and so on).
3. **All completed applications** for the Community Development Block Grant (CDBG), Home Investment Partnership (HOME), and Emergency Solutions Grant (ESG) programs **are to be delivered no later than Friday, October 7<sup>th</sup>, 2016 by 4:30pm** to the Bergen County Division of Community Development office at the address on the letterhead above.
4. You may **alternatively email your completed applications** with supporting documentation by the due date to [cdapp@co.bergen.nj.us](mailto:cdapp@co.bergen.nj.us) Please note, however, that (a) the **municipal endorsing resolution** and (b) the **audit** that are part of the required paperwork **must be mailed or hand delivered** to our office to be received no later than the Friday, October 7<sup>th</sup>, 2016 4:30pm deadline.
5. Should you have need assistance completing your application, please do not hesitate to contact Division Deputy Director Angela Drakes at (201) 336-7225 or email [cdapp@co.bergen.nj.us](mailto:cdapp@co.bergen.nj.us) We're here to help.

Thank you again for your interest and all that you do to help make Bergen County a great place to live.

Sincerely,

Robert G. Esposito  
Director