



Federal D. Glover

Supervisor, District Five
Contra Costa County, Board of Supervisors

dist5@bos.cccounty.us
www.cccounty.us/supervisorglover

April 11, 2014

Dear Community Partner:

Keller Canyon Mitigation Trust Fund applications are now being accepted for grants in the general range of \$500 to \$10,000 for programs that directly benefit the residents of the "Primary" and "Secondary" mitigation target areas (see Exhibit 1). Over the past several grant cycles, the number of applicants continues to increase while the overall amount of available funding has decreased. The 2014-2015 application has been attached for your convenience.

Potential applicants are REQUIRED to attend a bidders' conference on April 24, 2014 from 8:30 a.m. to 10:00 a.m. The meeting will be held at the Pittsburg Senior Center, 300 Presidio Lane, Pittsburg, California. Staff will provide grant information and general technical assistance on the submittal requirements, as well as the review and award process.

The narrative portion of the application should not exceed five (5) typed pages, double-spaced, with a twelve-point (12) or larger font and one-inch (1) margins. Applications are due at **315 East Leland Road, Pittsburg California 94565 no later than 5:00 p.m. on Monday, May 23, 2014** to the attention of **Deedre' Scott**. Application submittal is preferred by e-mail to district5@bos.cccounty.us. However, documents will be accepted by postal mail or hand delivery.

- **No faxes will be accepted.**
- **Postmarks do not constitute delivery.**
- **Misdirected or lost applications are the responsibility of the applicant and will not entitle applicants to an extension of the submittal deadline**
- **Late applications will be rendered ineligible.**

Generally, applications that fall into the following categories will receive additional consideration:

- Youth Services
- Code Enforcement
- Public Safety
- Community Beautification
- Community Services

District V Includes

Antioch (North)

Hercules

Martinez

Pinole (North)

Pittsburg

Alhambra Valley

Bay Point

Briones

Clyde

Crockett

Mt. View

Pacheco

Port Costa

Reliez Valley

Rodeo

Tormey

Vine Hill

315 E. Leland Road
Pittsburg, CA 94565
Phone: (925) 427-8138
Fax: (925) 427-8142

651 Pine Street
Martinez, CA 94553
Phone: (925) 335-8200
Fax: (925) 335-8208

151 Linus Pauling Drive
Hercules, CA 94547
Phone: (510) 262-8800
Fax: (510) 262-8808

After an initial screening, you *may* be requested to give a five-minute oral presentation during one of the week of June 26, 2014 – July 2, 2014.

Notification of the application funding status should be made by Friday, **August 15, 2014**. Organizations that are allocated a grant amount that is reduced from the amount requested on their application will be required to submit a modified budget showing how the funds will be allocated. Revised documentation will be due on or before **Friday, August 29, 2014 by 5:00p.m.** and should be submitted to:

Contact: Robert Calkins, CDBG Program Manager
Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Phone 925-674-7877
Email Robert.Calkins@dcd.cccounty.us

Grantees will be advised of the date and location for signing contracts in the award notification letter.

Should you have questions regarding this matter, please contact Deedre' Scott or Lynn Reichard-Enea at (925) 427-8138.

Sincerely,



Federal D. Glover
Supervisor, District V

cc: David Twa, County Administrator
Tim Ewell, Deputy County Administrator
Catherine Katsuris, Director
Department of Conservation and Development
Robert Calkins, CDBG Program Manager
Department of Conservation and Development