



# City of Portsmouth Announces the FY 2023 Portsmouth CDBG Public Service Agency Grant Program

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## Program Description

Operating funds for non-profit public service agencies that assist Portsmouth individuals or families who earn very low, low or moderate incomes (as defined by U.S. Housing and Urban Development) are available through this program.

## Eligible Agencies

Agencies must have a 501(c)(3) tax exemption status and at least over 51% of their clients must earn very low, low or moderate incomes. If an agency received CDBG funds in a previous fiscal year, the agency must be able to either increase the number of clients to be assisted or the services to be provided in the coming fiscal year. Agencies must have a place of business in Portsmouth, unless the program or service for which funding is sought is not currently available to Portsmouth residents who earn very low, low or moderate incomes. Only one application per agency will be accepted.

## Eligible Expenses

The cost of labor, supplies, and/or materials required for the provision of services to agency clientele are eligible expenses. Grant funds may not be used for political activities or payments to individuals or families for food, clothing, rent, or utilities.

## Project Beneficiaries

At least 51% of the individuals and/or families assisted by the program funded must earn very low, low or moderate incomes.

## Grants Available

Grants generally ranging from \$3,000 up to \$15,000 are available to eligible agencies.

## Application Process

Interested agencies are encouraged to contact Elise Annunziata, Community Development Coordinator, to discuss their proposal and request an application. Applications must be submitted to the Portsmouth Community Development Department by **4:30 p.m. on Tuesday, February 15, 2022**.

This is a competitive grant process. All applications are reviewed by the Citizens Advisory Committee, which makes funding recommendations. Organizations awarded grants receive reimbursement for approved expenses incurred between July 1, 2022 and June 30, 2023.

## For more information

Contact Elise Annunziata at [eannunziata@cityofportsmouth.com](mailto:eannunziata@cityofportsmouth.com) in the Community Development Department, Portsmouth City Hall, 1 Junkins Avenue, Portsmouth, NH, 03801.

*The CDBG Public Service Agency Grant Program is administered by the City's Community Development Department and financed by a Community Development Block Grant (CDBG) provided by U.S. Housing and Urban Development.*