

**City of Minneapolis Community Development Block Grant (CDBG)**

**Community-Based Development Organization Certification**

ORGANIZATION QUALIFYING AS A HUD-DEFINED

COMMUNITY-BASED DEVELOPMENT ORGANIZATION (CBDO) CERTIFICATE

This certificate is intended to verify the eligibility status of organizations as Community Based Development Organizations (“CBDO” or “CBDOS”) engaged in certain City of Minneapolis projects pursuant to the Code of Federal Regulations (“CFR”) §570.204(a) – Special Activities by CBDOS. The list below details the criteria that must be met in order to be considered a qualified CBDO. An organization must meet all of the requirements of Section IA or the requirement of Section IIA listed below or demonstrate to the satisfaction of HUD, through the provision of information regarding the organization's charter and by-laws, that the organization is sufficiently similar in purpose, function, and scope to organizations meeting those requirements. Complete the appropriate section for your organization.

Organization Name: \_\_\_\_\_

Section IA: The organization must meet all eight components listed below:

- Is an association or corporation organized under Minnesota law to engage in community development activities (which may include housing and economic development activities) primarily within an identified geographic area of operation within the City of Minneapolis; and
- Has as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation by addressing one or more critical problems of the area, with particular attention to the needs of persons of low- and moderate-income; and
- May be either non-profit or for-profit, provided any monetary profits to its shareholders or members must be only incidental to its operations; and
- At least 51 percent of the governing body’s membership meets one, or any combination of:
  - Low- and moderate-income residents of its geographic area of operation; or
  - Owners or officers of private establishments and other institutions located in and serving its geographic area of operation; or
  - Representatives of low- and moderate-income neighborhood organizations located in its geographic area of operation.
- Is not an agency or instrumentality of the City of Minneapolis and does not permit more than one-third of the membership of its governing body to be appointed by, or to consist of, elected or other public officials or employees or officials of an ineligible entity; and
- Requires the members of its governing body to be nominated and approved by the general membership of the organization, or by its permanent governing body; and
- Is not subject to requirements under which its assets can revert to the City of Minneapolis in the event of dissolution; and
- Is free to contract for goods and services from vendors of its own choosing.

Section IB: Please submit the following documentation to complete this certificate for Section IA:

- 1) Bylaws

2) A Roster of Current Board Members Including a Brief Description of Their Relationship to the Organization and District (e.g. Property Owner, Business Owner, Resident, etc.)

3) Notarized Documentation or Letter by Board Chair Confirming:

a) The Board of Directors/ Governors is Comprised of Members Satisfying the Requirements detailed in Section IA of this Document; and

b) The organization has represented its service area accurately in all application documents and program materials to the City of Minneapolis.

Section IIA: The Organization:

- Is a Community Housing Development Organization (CHDO) under 24 CFR 92.2, designated as a CHDO by the HOME Investment Partnerships program participating jurisdiction and has received HOME funds under 24 CFR 92.300 or is expected to receive HOME funds as described in and documented in accordance with 24 CFR 92.300(e).

Section IIB: Please submit the CHDO documentation checklist and attachments.

Section IIIA: The Organization:

- Is certified as a Community Based Development Organization (CBDO) by the Minneapolis HUD field office.

Section IIIB: Please submit evidence of CBDO certification from the Minneapolis HUD field office.

I certify that the agency listed above qualifies as a HUD-defined Community Based Development Organization according to:

- Section I (Must meet all eight conditions listed and attach documentation) or
- Section II (Must have checked the box in Section IIA and attach documentation) or
- Section III (Must have checked the box in Section IIIA and attach documentation)

I further certify that the organization will undertake the funded activities directly or through contract, or through the provision of financial assistance for activities in which it retains a direct and controlling involvement and responsibility. The supporting documentation necessary to verify CBDO eligibility is attached; in the absence of necessary documentation, this certification is void.

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Name:

Title:

Date:

This document alone does not constitute a notice of award, or any guarantee of award or participation in the Minneapolis Homes: Financing program during this fiscal year. This document is for preparation and verification of eligibility purposes only.