The Promise Zone Preference Points Certification will provide organizations with priority consideration for selected federal grants, technical assistance and capacity building opportunities. Please see instructions and requirements below.

**INSTRUCTIONS FOR REQUESTING PREFERENCE POINTS**

1. Submit this Preference Points Certification Request Form at least two weeks in advance of the grant submission deadline. This allows the necessary time to review each request and for any follow up questions the Office of Housing and Community Development may have. The form should be emailed to Jordan Williams at the Office of Housing and Community Development at [promisezone@atlantaga.gov](mailto:promisezone@atlantaga.gov). *Please understand that the Office of Housing and Community Development cannot guarantee a request will be reviewed if this two week notice is not followed.*
2. You will be notified by the Office of Housing and Community Development if your request is approved.
3. Once the federal grant proposal is submitted, notify Jordan Williams at the Office of Housing and Community Development at [promisezone@atlantaga.gov](mailto:promisezone@atlantaga.gov) with a copy of the application, including exhibits.

**REQUIREMENTS FOR PREFERENCE POINTS CONSIDERATION**

1. Proposed project includes a portion of the Atlanta Westside Promise Zone Boundaries or it includes specific and definable services or benefits to Atlanta Westside Promise Zone residents.
2. Proposed project aims to meet one of the Promise Zone’s (PZ) goals:  
   - Improve Community Infrastructure  
   - Increase Economic Activity  
   - Reduce Violent Crime  
   - Increase Access to Quality Affordable Housing  
   - Improve Educational Opportunities  
   - Create Jobs
3. Promise Zone goals and activities must be addressed by the grant.
4. Organization is willing to enter into a Memorandum of Understanding for the Westside Promise Zone with the City of Atlanta regarding the organization’s roles and responsibilities under the grant and its responsibility to report project successes, challenges, and various performance metrics.

**If you need assistance in completing this application, please contact Jordan Williams at (404) 330-6306 or email at** [**jgwilliams@atlantaga.gov**](mailto:jgwilliams@atlantaga.gov)**.**

**I. Applicant information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Organization name** |  | | |
| **Contact person name** |  | | |
| **Phone & extension** |  | **E-mail** |  |

**II. Grant information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Grant opportunity name** |  | | |
| **Funding agency** |  | | |
| **Opportunity number** |  | **CFDA number** |  |
| **Application due date** |  | **Announcement timeline** |  |
| **Total amount requested** |  | **Grant period** |  |
| **Amount committed to PZ** |  |  |  |

**III. Westside Promise Zone**

|  |
| --- |
| **List all Neighborhoods and zip codes this project serves** |
|  |
| **List all organizations you will collaborate with on this grant opportunity** |
|  |
| **Select how your grant targets the Promise Zone (check all that apply)** |
| The proposed project is solely within Promise Zone boundaries |
| The proposed project includes the entire Promise Zone boundary and other communities |
| The proposed project includes a portion of the Promise Zone boundary |
| The proposed project is outside of the Promise Zone boundaries, but includes specific and definable services or benefits that will be delivered within the Promise Zone or to Promise Zone residents |
| **Select the Promise Zone goal(s) your organization aims to meet (check all that apply)** |
| Improve community infrastructure |
| Increase economic activity |
| Reduce violent crime |
| Increase access to quality affordable housing |
| Improve educational opportunities |
| Create jobs |
| **Please describe specifically the grant activities and how your proposal aims to target Promise Zone residents and goal(s), using concise language (abstract/executive summary of 500 words or less)** |
|  |

**By signing and submitting an application, the organization understands and agrees to the following:**

1. To enter into a Memorandum of Understanding with the City of Atlanta upon receiving award
2. To provide the Promise Zone Lead Organization (City of Atlanta) with metrics and updates on project progress, including detailed amounts of funding allocated and spend-to-date within the Promise Zone if grant is awarded
3. To participate in grant meetings and maintain an on-going relationship with the City for purpose of implementation processes within the Westside Promise Zone
4. To acknowledges that the information in this application and subsequent reported metrics will be publicly available and that HUD will share this and other relevant information with other federal agencies to develop technical assistance for the local Promise Zones.
5. To send a copy of the full grant application, its exhibits, and Award notice to the City of Atlanta, Department of City Planning, Office of Housing and Community Development
6. Failure to comply with above terms may result in denials for future certification letter(s).

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_